



YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	Devaswom Board College, Thalayolaparambu
• Name of the Head of the institution	Dr. R Anitha
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04829236136
• Mobile no	9447038016
• Registered e-mail	dbprincipal@gmail.com
• Alternate e-mail	ranithaajith@yahoo.co.in
• Address	MIDAYIKUNNU P O, THALAYOLAPARAMBU
• City/Town	Kottayam
• State/UT	Kerala
• Pin Code	686605
2.Institutional status	
• Affiliated /Constituent	Affiliated college
• Type of Institution	Co-education
• Location	Rural

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Mahatma Gandhi University				
• Name of the IQAC Coordinator	Lt Dr. Hari Narayanan G				
• Phone No.	08547524322				
• Alternate phone No.	04822254322				
• Mobile	08547524322				
• IQAC e-mail address	harinarayanang@gmail.com				
• Alternate Email address	harinarayanang@gmail.com				
3. Website address (Web link of the AQAR (Previous Academic Year))	https://dbct.ac.in/iqac/aqar/				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://dbct.ac.in/wp-content/uploads/2024/02/academic2023.pdf				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	A	3.18	2024	27/07/2024	26/07/2029
6. Date of Establishment of IQAC			01/06/2010		
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	
Institutional 1	Central/State	RUSA	2018	20000000	
Institutional 1	Central/State	DST	2018	8000000	
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	10
<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? 	Yes
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<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>Academic Calendar was prepared. A job fair called 'Kanavu' was conducted Webinar/Seminar on NAAC criteria and assessment were conducted. Seminars on outcome based education (OBE) and the incoming curriculum change were conducted. Induction programme for first year students was conducted SSR was submitted DVV Clarification was submitted</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
Academic calendar preparation	Academic Calendar was prepared and uploaded in website
Conduct induction programme	Conducted induction programme for 1st UG students
Prepare faculty for upcoming curriculum change, FYUGP, which is to start in the academic year 2024-25	Conducted several workshops on new curriculum of Mahatma Gandhi University, Kottayam
Prepare college for SSR submission	Conducted seminars/webinars/review meetings on SSR. Arranged faculty visit to other colleges.
Submit SSR	Submitted SSR to NAAC on 19/02/2024
Submit DVV clarification if any	DVV clarification was submitted on 15/03/2024

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Travancore Devasowm Board	13/12/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2024	26/02/2024

15. Multidisciplinary / interdisciplinary

multidisciplinary approach, aligning with the standards set by Mahatma Gandhi University, Kottayam. As an affiliated institution, the college follows the university's Choice-Based Credit System (CBCS), and four year Degree programme MGU-UGP designed to encourage broad-based learning across disciplines. A unique feature of this approach is the mandatory Open Course offered in the fifth semester

of the undergraduate program, which enables students to explore topics beyond their core subjects. Additionally, the college offers a Massive Open Online Course (MOOC) in Organic Farming, supporting practical knowledge in sustainable agriculture. The Integrated M.A. Program in English is especially diverse, covering areas such as Philosophy, Film Studies, and Cultural and Environmental Studies. Certificate courses also reinforce this multidisciplinary ethos, allowing students to gain skills across fields. The faculty's research interests span various interdisciplinary areas as well. Notable fields include Translation Studies, Gender and Linguistics, Computational Chemistry, Quantum Dots, Statistical Mechanics of Soft Matter, and Microbial Biotechnology, reflecting the college's commitment to fostering versatile and interconnected research.

16.Academic bank of credits (ABC):

Devaswom Board college, Thalayolaparambu adheres to a simplified version of the ABC Scheme, although not in its actual spirit. This is mainly because the affiliating University has not implemented it. At present, a student has the flexibility to change colleges within the University based on the vacancy and in the process the credits gained during the previous semesters are carried from the departing institution. Additionally, a student can return to the same college after a brief absence by applying for readmission and their prior credits would remain intact. From the academic year 2024-25, the college would introduce the first batch of four year undergraduate programme thus implementing the Academic Bank of Credits in its full essence

17.Skill development:

The college regularly offers a range of certificate and add-on courses in areas such as soft skills, communication, ICT, programming, self-defense, and media studies. These skills-focused programs are supported by additional seminars, webinars, and workshops, all designed to help students build practical expertise and become well-prepared for diverse career paths.

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

Devaswom Board College promotes the dissemination of ancient Indian knowledge across its curriculum. The Malayalam, Sanskrit, and Hindi departments incorporate traditional wisdom, hosting regular discussions on Indian aesthetics with broad student participation. Cultural practices such as Karkidaka kanji preparation, Ramayana month celebrations, and displays of Dasapushpa highlight the relevance of traditional practices. The Department of Botany

features a medicinal plant garden and a zodiac-themed garden, enhancing student awareness of indigenous species through field trips and study tours. Yoga is emphasized through Yoga Day observances and classes by the Department of Physical Education, which also champions sports like Kabaddi and Kho-Kho. The Mathematics Department organizes Vedic mathematics workshops and commemorates the birthdays of notable Indian mathematicians.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The college has fully adopted the Outcome-Based Education (OBE) framework for its undergraduate programs in line with the Mahatma Gandhi University Undergraduate Programme (MGU-UGP), set to commence in the 2024-25 academic year. Although OBE was previously implemented on a limited scale, this shift marks a comprehensive integration, emphasizing clear, measurable learning outcomes for all degree courses. To facilitate this transition, the college organized training sessions for faculty, equipping them with the necessary skills and knowledge to adapt to the curriculum changes introduced by the new four-year undergraduate program. Additionally, orientation programs were conducted for first-year students to familiarize them with the program outcomes (POs) and program-specific outcomes (PSOs). Mentors play a vital role in this process by explaining course outcomes (COs) at the start of each semester, ensuring students are aligned with the expected learning objectives. These efforts underline the institution's commitment to delivering quality education through a learner-centric approach, preparing students for academic and professional success under the OBE framework

20.Distance education/online education:

Our institution supports a blended learning approach, combining regular offline classes with online revision sessions. Faculty employ innovative methods like flipped classrooms, sharing videos and voice notes ahead of in-class discussions. Lessons are recorded using tools like OBS Studio and Video Panda, with content shared via YouTube channels. To enhance engagement, participatory learning tools such as Kahoot, Google Forms, and quizzes are frequently used. Additionally, LMS platforms like Moodle and Google Classroom facilitate resource sharing and enable student assessments through assignments and tests.

Extended Profile

1.Programme

1.1

381

Number of courses offered by the institution across all programs during the year		
File Description	Documents	
Data Template	View File	
2.Student		
2.1	723	
Number of students during the year		
File Description	Documents	
Institutional Data in Prescribed Format	View File	
2.2	176	
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	245	
Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	View File	
3.Academic		
3.1	58	
Number of full time teachers during the year		
File Description	Documents	
Data Template	View File	
3.2	0	
Number of sanctioned posts during the year		

File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	39
4.2 Total expenditure excluding salary during the year (INR in lakhs)	14.76 lakhs
4.3 Total number of computers on campus for academic purposes	90

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

- The IQAC organizes the Academic meeting and draws the College Academic Calendar in consonance with the University Academic Calendar and integrating the Departmental Annual plan.
- The Departments designs the Department Year Plan, Course Plan, Certificate courses and value added courses.
- The Heads of the departments execute the course and syllabus allocation to the faculty. A master and department timetable are set for the execution of the classes. The details of the courses and programmes are articulated to students through the website and prospectus. The college handbook offers details regarding the Internal and External assessments. College-level meeting (CLMC) and Department-level meetings (DLMC) are conducted on regular basis for the smooth execution of the academic system.
- The induction programme acquaints the students with POs, PSOs and COs and exam patterns. Learner are identified through entry-level tests and Bridge courses are offered.
- Projects, assignments and Seminars are mandated within the curriculum to incorporate experiential and participative methodologies
- ICT infrastructure is setup in the college, that includes LMS platforms, well-resourced science and computer laboratories,

language-lab and the library enhance the outcome attainment. Smart Classrooms are set in each departments.

- Remedial classes and special classes for Slow Learners. Curriculum enrichment through Certificate-courses, valueadded programmes and MOOC-courses.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

Our institution adheres by the following continuous Internal Assessment Strategies

- The Internal Exam Calendar is prepared well in advance and exam notices and announcements are available on the notice board.
- Internal Exams are conducted every semester. The students are assigned assignments and seminars with time-bound publication of Internal Exam results
- Assessments are done for laboratory courses through laboratory experiments, viva and submission of practical records. Submitted projects are valued. CLMC and DLMC review each semester's progress. Bridge courses are carried out at beginning of the course. Remedial classes are conducted for weak students through entry level tests. At the end of every academic year, feedback from students is collected

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

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

13

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)

2

File Description	Documents
Any additional information	No File Uploaded
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

28

File Description	Documents
Any additional information	No File Uploaded
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

Devaswom Board College, Thalayolaparambu, addresses key issues such as professional ethics, gender sensitivity, human values, and environmental sustainability through a variety of initiatives. The Internal Quality Assurance Cell fosters academic excellence with programs like the "MY CLASS MY PRIDE" campaign, career development events such as the "Kanavu" Job Fair, and induction programs for first-year students. These initiatives help build a strong ethical foundation for students' academic and professional growth.

The college emphasizes gender sensitization through its Women Cell, which organizes programs on gender equality, safety, and empowerment, including seminars on the Posh Act 2013 and self-defense workshops. Additionally, practical skill-building activities like sewing classes enhance self-sufficiency and confidence in women.

The NCC unit promotes human values by engaging students in community service, national pride, and social responsibility. Programs like International Yoga Day, Independence Day celebrations, blood donation campaigns, and quizzes encourage students to serve society and foster respect for national milestones.

For environmental awareness, the Bhoomithrasena Club and Biodiversity Club lead initiatives such as bird watching, cleanliness drives, and Soil Day observances. The college also supports organic farming and educates students on sustainability through events like poster-making competitions on plastic pollution. These efforts inspire students to adopt eco-friendly practices in their daily lives.

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

14

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	No File Uploaded
Institutional Data in Prescribed Format	View File

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

438

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

A. All of the above

Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://dbct.ac.in/wp-content/uploads/2024/12/Feedback-Analysis-Report-2023-24-with-cover-1.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	No File Uploaded

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	https://dbct.ac.in/wp-content/uploads/2024/12/Feedback-Analysis-Report-2023-24-with-cover-1.pdf

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**

246

File Description	Documents
Any additional information	No File Uploaded
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

46

File Description	Documents
Any additional information	No File Uploaded
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

- At the beginning of the course, all students participate in an induction program, followed by an entry-level test administered by their respective departments.
- The entry-level test assesses the students' subject knowledge and aptitude skills, and is conducted either offline or online.
- Based on their performance in the entry-level test and the qualifying examination, students are categorized into slow, medium, and advanced learners.
- The college conducts one general internal examination, modeled after university exams, while individual departments conduct their own assessments through unit tests, vivas, assignments, and multiple-choice questions (MCQs).

Additional Programs for Identifying Advanced and Slow Learners:

- The class tutor regularly interacts with students to assess their understanding of the material.
- The college and departments organize extracurricular activities throughout the year, monitoring student participation and involvement.
- Various clubs and cells within the college help faculty identify the cognitive levels of students through their participation

Programs for slow learners: Remedial Coaching, Peer mentoring, Special Counselling

Programs for advanced learners: Coaching for competitive examinations

File Description	Documents
Paste link for additional information	Nil
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
742	58

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 teaching-learning ecosystem at Devaswom Board College is designed to align with the evolving needs and demands of the times. It is learner-centric, participative, and shaped by the diverse social, emotional, and intellectual contexts of the students. Unlike the traditional model where the teacher is the sole source of knowledge, our classrooms adopt a more dynamic approach. The teacher acts as a facilitator, fostering an empowering learning environment. This role promotes learner autonomy, peer interaction, critical thinking skills, and a supportive climate for intellectual growth. Our teaching methods include lectures, discussions, brainstorming sessions, debates, hands-on workshops, projects, seminars, presentations, and other forms of interactive learning.

The method we adopt is tailored to student-requirements and specific demands of the courses, some of which include:

Lectures and Tutorials - online and offline

Group Discussions

Participative Learning

Experiential Learning

Mini Projects

ICT- enabled Learning

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 teachers at the institution have adopted an effective teaching-learning process to cater to a generation of students who are technologically advanced. During the epidemic, ICT-based learning tools were fully integrated into the teaching and learning methods. All classes were conducted online, and class materials were shared through platforms like Google Classroom, Google Meet, Zoom, and Teams. Exams and assignments were carried out, evaluated, and graded through these platforms. In addition to live classes where students actively interacted with teachers, recorded sessions were also made available to ensure a smooth and flexible learning experience.

To facilitate the smooth conduct of academics, all teachers used laptops, desktops, tablets, and smartphones. Each class tutor maintains a WhatsApp group for students and faculty to enable effective and rapid communication.

Students are also introduced to Massive Open Online Courses (MOOCs) to supplement their curriculum. Additionally, both teachers and students have access to online resources like INFLIBNET and NLIST to enhance 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

58

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**

58

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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**

34

File Description	Documents
Any additional information	No File Uploaded
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

308

File Description	Documents
Any additional information	No File Uploaded
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.

The internal assessment of students is based on their attendance, assignments, seminars, and test papers, each carrying a specific weightage, as per university guidelines. The two internal tests account for 50%, while attendance and assignments each contribute 25% to the overall assessment. The internal exam process is overseen by a committee of two coordinators, who collaborate with the IQAC (Internal Quality Assurance Cell) and the College Council to ensure fairness and transparency.

The dates for the internal exams are published in the college handbook and posted on the notice boards. The exam schedule and syllabus are made available well in advance to allow students ample time for preparation. The question papers are designed according to the university's examination format, ensuring consistency. After the exams, teachers evaluate the answer scripts within two weeks and input the grades into the college's internal exam portal, where students can view their marks. Attendance is also tracked through the same portal which students can verify. The progress reports generated from the portal are shared with parents during the annual open-house meetings, keeping them informed about the student's academic performance. Additionally, the internal exam reports (such as A and B forms for undergraduate programs, and C and D forms for postgraduate programs) are published for further transparency.

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 follows a three-tier grievance redressal system for internal examinations:

- Level 1: Students first approach the course instructor to resolve the issue.
- Level 2: If unresolved, the grievance moves to the department level for further review.
- Level 3: If the grievance persists, it is escalated to the Principal and Grievance Committee.

Grievances can be submitted through the college website, and the resolution process is completed within one week after the internal exam results are published. For external exams, students can apply directly to the university for revaluation or scrutiny.

To ensure transparency, the college provides an orientation course during admission that explains the assessment pattern clearly. Each course instructor specifies their expectations for assignments, seminars, vivas, and test papers.

Following the evaluation of assignments and test papers, instructors highlight common mistakes and discuss them with the class. This helps students understand their errors and improve their performance in future assessments. This approach fosters greater clarity and encourages continuous academic improvement.

File Description	Documents
Any additional information	No File Uploaded
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 College follows an Outcome-Based Education (OBE) framework and has clearly defined learning outcomes for its Programs and Courses. To ensure effective communication of these learning outcomes to both teachers and students, the institution employs the following mechanisms:

1. **Graduate Attributes:** At the start of the program, the graduate attributes are introduced to first-year students. Teachers spend time during the initial classes to explain the subject and the learning outcomes associated with the program and courses. These outcomes are assessed and reviewed periodically.
2. **Availability of Syllabi and Learning Outcomes:** Hard copies of the syllabi and learning outcomes are available in the departments for easy reference by both teachers and students.
3. **Communication to Teachers:** The importance of learning outcomes is emphasized in every IQAC meeting and College Committee meeting, ensuring that faculty members are fully aware of these objectives.
4. **Communication to Students:** Students are made aware of the learning outcomes through tutorial meetings, where faculty discuss the goals and expectations of the program.
5. **Workshops:** Workshops are conducted at the college level to develop and refine the Program Educational Objectives and Learning Outcomes.
6. **Widespread Propagation:** After achieving consensus on the learning outcomes, they are widely communicated and publicized through various channels, including:
 - Website
 - Classrooms
 - Department Notice Boards
 - Laboratories
 - Faculty Meetings
 - Professional Body Meetings
 - Library
7. **Course Outcomes Communication:** Faculty members communicate the specific course outcomes to the students at the beginning of

each course.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://dbct.ac.in/course-outcome/#
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.

To assess the teaching-learning process, the college employs an outcome-based evaluation technique. Various assessment methods are used to measure the achievement of learning outcomes at different stages. A twin-level approach is adopted for evaluating these outcomes:

Direct Approach: This approach includes multiple assessment methods such as internal examinations, quizzes, viva voce, assignments, seminars, classroom participation, and lab/field work. All of these contribute to the internal assessment process at the college level. The Course Outcomes (COs) and Program Outcomes (POs) are directly linked to the questions in the examination papers. The marks obtained by students for each question reflect the level of attainment of each respective outcome.

Indirect Approach: An exit survey is conducted at the completion of the program through an online questionnaire. This allows for the collection of feedback regarding the overall learning experience and helps assess the effectiveness of the program in achieving its outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
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

132

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	No File Uploaded
Paste link for the annual report	https://dbct.ac.in/wp-content/uploads/2024/12/Annual-Report-IQAC-2023-24.pdf

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://dbct.ac.in/wp-content/uploads/2024/11/SSS-2023-24.pdf>

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	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
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

0

File Description	Documents
Any additional information	No File Uploaded
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	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

The Institution Innovation Council established in the college facilitates collaboration among students, faculty, alumni, and industry experts and acts as a nodal agency to coordinate the activities of the ED Club, IPR Cell, and IEDC. The IIC promote awareness of innovation and entrepreneurship among students and faculty through various programs .

Entrepreneurship development plays a crucial role in fostering innovation and economic growth. This environment not only encourages students to pursue entrepreneurial endeavours but also prepares them to adapt to the rapidly changing business landscape.

Indian knowledge systems (IKS) have a strong foundation in Indian culture, philosophy, and spirituality and have evolved through thousands of years. The institution conducts various seminars and

workshops on topics like Ayurveda, Yoga and traditional medicine to inculcate the values of Indian Knowledge systems among students. .

We also emphasize on natural resource conservation and preservation in order to emphasize the interdependence of all beings to attain sustainable living practices. Considering environmental issues and the need for sustainable development, these principles are getting more and more important.

Fostering research among faculty and students is a crucial and the College strives for fostering interdisciplinary collaboration potentially leading to innovative breakthroughs.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://dbct.ac.in/wp-content/uploads/2024/12/3.2.1-Innovation-Ecosystem.pdf

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

6

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

2

File Description	Documents
URL to the research page on HEI website	https://dbct.ac.in/research/research-details/
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

4

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

0

File Description	Documents
Any additional information	No File Uploaded
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

The Institution has made its remarkable contribution to the neighbourhood-community through a multitude of extension activities.

Students actively partake in these activities leading to their overall development. Extension activities conducted by NSS, NCC Nature clubs etc are based on UN Sustainable goals (STGs) and aims at fostering leadership quality, developing social responsibility and empathy towards the underprivileged. Major thrust areas include ecosystem restoration, Blood donation, Quality education, Disaster preparedness, Personal health & hygiene, Mental wellbeing, awareness campaigns and civic responsibilities. Blood donation drives, Ecosystem restoration programs, Cleanliness Drives, Awareness Programs, Charitable Works etc were organized during 2023-24. The horde of extension activities carried out by the institution helped to mould the students into responsible citizens and to become more cognizant of their personal and natural environment. Engaging the students in extension activities has created a sense of selfless service-mindedness among the student community. It helps to instil social responsibility, groom overall personality and create awareness on social issues. The interventions through extension activities have resulted in improved health and cleanliness and created a hygienic surrounding. The institution is moving forward with a promising goal to ensure the growth of the society and environment.

File Description	Documents
Paste link for additional information	https://dbct.ac.in/wp-content/uploads/2024/12/3.4.1-Outcome-of-extension-activities.pdf
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

0

File Description	Documents
Any additional information	No File Uploaded
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

21

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

1678

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

6

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
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

4

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

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.

Devaswom Board College, Thalayolaparambu nestled in the serene landscapes of Kerala between Kottayam and Ernakulam, stands proud with its well-maintained physical infrastructure and commitment to academic excellence. Spanning 18 acres of lush green land, the college aligns with current academic trends and prioritizes sustainable practices. The campus is spread over five blocks. Classrooms and ICT-enabled facilities: The institution has 37 classrooms with sufficient benches, desks, chairs, and teaching aids such as greenboards, whiteboards, and lecture platforms, catering to the teaching-learning needs of nine undergraduate programs and five postgraduate programs. The institution features nine ICT-enabled facilities with LAN/WiFi, encompassing smartboard facilities within the three PG departments. Additionally, there is one smartboard

available in the conference hall. Seminar Hall is a mini theatre with 110 seats, featuring an interactive board, LCD projector, mega power visualizer, wireless mic, and Wi-Fi connectivity. The NAAC room is also ICT-enabled. High-speed internet connection of 100 mbps. CCTV cameras are strategically placed in examination halls and common areas for enhanced security. Laboratories: Science departments are equipped with wellmaintained laboratories, supported by DSTFIST, ensuring safety protocols and regular updates.

- Chemistry Department: One UG and Two PG laboratories
- Physics department: One PG and One UG laboratories
- The Botany and Zoology Departments have one general lab each.
- A newly constructed instrumentation room, funded by RUSA, enhances practical and research learning experiences, featuring a seminar hall and additional classrooms.
- Three dedicated computer labs for Physics, Chemistry, and Mathematics, along with a common language lab, provide comprehensive computing facilities.

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

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

The College is very active in providing facilities for students to participate in cultural activities, sports and games in various ways. The College has two auditoriums for various cultural programmes. There is an Arts club Secretary(student) anda faculty as arts club advisor to ensure children's participation in cultural activities. Every year the student union of the college organizes different cultural programmes related to arts day, Onam and Christmas celebrations. At the end of the academic year staff club organizes a staff day. The Physical Education department is very active and is well equipped with an indoor gymnasium, playground, courts and sports accessories, all under the purview of the Physical Education Instructor. The College has a football ground, cricket practice net, a small basket ball court, Kho-Kho play area and indoor gymnasium. Every year as per the requirement, purchases are done and the courts and grounds are maintained and the stock register is updated. The students are using these facilities to participate in Intercollegiate and Interuniversity competitions. In every academic

year, the physical education department organizes the "annual sports day" for students and teachers. National Cadet Corps (NCC) and National Service Scheme (NSS) are actively organizes different programmes like Yoga day, Literacy events, cultural programmes etc.

Physical Wellness Oversight:

- Football Court
- Gymnasium
- Cricket nets
- Kabaddi court
- Kho-Kho court
- Basketball Court
- Badminton court
- Throwball court

Harmony Halls:

- The K.R. Narayanan Memorial main auditorium
- The Dakshayani Velayudhan Hall (D. V. Hall-Mini auditorium)
- An amphitheater
- An Open stage.

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

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

20

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

2.48

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)

Devaswom Board College has a centralized library on the second floor of Academic Block I with an area of 323.95 sq.m with a collection of 36547 books, 10 journals, and subscriptions to periodicals including 8 newspapers. It has a Reading room (seating capacity 60), Reference section, E-content searching zone, Periodicals section, Circulation desk, New arrivals, Property counter, and Departmental stacks.

SOFTWARE AND E-RESOURCES: It is partially automated using KOHA software (version 21.05). LAN connections are available. The purchase of RFID, as part of the RUSA 2.0 scheme, for complete library automation is underway. Online Public Access Catalogue (OPAC) is accessible. INFLIBNET N-List subscription, The library provides Non-Visual Desktop Access (NVDA) for visually challenged people.

OTHER DETAILS: Conduction of orientation classes for first-year students (UG & PG). The total amount spent for the purchase of the books in the library during 2023-2024 is Rs 2,59,989 and the N-list subscription amount is Rs. 5900. The library committee manages the activities and upgrades of the library resources. A dedicated space for competitive exam materials is maintained. The library has been enriched with two special collections Grandha Dakshina (Alumni contribution) and Satyagraha Smarana (Collections related to Vaikom Satyagraha).

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

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)

2.66

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

22

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

In pursuit of excellence, Devaswom Board College, Thalayolaparambu, has consistently prioritized upgrading its Information Technology (IT) facilities.

ICT-enabled facilities: DB College takes pride in its commitment to providing advanced ICT-enabled facilities that contribute to a dynamic and technologically rich learning environment.

- The institution features 9 ICT-enabled facilities with LAN/Wi-Fi
- Seminar Hall is a mini theatre with 110 seats, featuring an interactive board, LCD projector, mega power visualizer, wireless mic, and Wi-Fi connectivity .
- .ICT-enabled NAAC room.
- The ICT-enabled Conference Hall is equipped with a Smartboard.
- Three PG departments (Malayalam, Physics, Chemistry) house smart board facility.
- Smart TV in English Department (IP classroom).
- Mathematics and Physics departments have LCD projectors.
- Internet Connection 100 Mbps internet (LAN) bandwidth facilitated by BSNL.
- Library: Koha, version 21.05
- INFLIBNET N-List of UGC which includes e-books, and ejournals.
- Non-Visual Desktop Access (NVDA) for visually challenged people.
- Online Public Access Catalogue (OPAC) is accessible.
- Number of Computer-101
- Laptops-2
- 3 Computer Labs in PG departments (Physics, Chemistry, Mathematics) Language Lab (English) Computer Lab (Rusa Funded)
- CCTV cameras
- Reprographic Facilities: 3 high-speed printers and scanners are available in the examination section 1 printer cum photocopy machine is placed at cooperative society for student's usage 3 printers are available in the office 4 printers are in various departments

- LMS platforms -Google Classroom, Moodle, YouTube Academic and Administrative software- EMBASE PROSUIT
- Social Media Platforms- Facebook, Instagram, Whatsapp groups
- Government Digital Platforms-Spark, BiMS, GAINPF, PRISM, GRANTS, MEDiSEP

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

4.3.2 - Number of Computers

101

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

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

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)

12.28

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 has appropriate systems and procedures for maintaining and utilizing physical and academic support facilities. The College has generators which ensure uninterrupted power supply and also has a solar panel to harness renewable and clean energy. General record keeping & audits of all the equipments in the laboratory is done at department level & maintain a stock register for this. Proper inspection and verification of stock register takes place at the end of every year. The equipment with major repair are done by outside agency after receiving quotation for maintenance, necessary approval from college authorities is taken. College website maintenance is done by external agencies. The beautification of the College is done by the Bhoomitra Sena with the support of PTA and the Management. The campus is equipped with safe and adequate drinking water supply. The rain water harvesting system is connected to the common washing area near the English department. The General cleaning of the campus and other facilities is done regularly by the staff appointed by the Management. The Management, PTA and alumni are the major monetary contributors for enhancing and expanding the available facilities in the campus. The college also submits proposals to state and central funding agencies to procure funds to develop the infrastructure. Every year as per the requirement, purchase of sports items and the maintenance of courts and grounds are managed by PD account and PTA funds respectively.

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

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

517

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

35

File Description	Documents
Upload any additional information	View File
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**

A. All of the above

File Description	Documents
Link to Institutional website	Nil
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

370

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

370

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

11

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

63

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

12

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.

10

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)

The College Union for the academic year 2023-24 has successfully worked to promote creativity within the college and foster socio-cultural empowerment among students in a short span of time. The DB

College Union, Thalayolaparambu, was elected unopposed on September 15, 2016, in accordance with Mahatma Gandhi University regulations (alongside elections in other colleges). The Devaswom Board Thalayolaparambu College Union (Vachathi) for the academic year 2023-24 was inaugurated on November 3, 2023, by Smt. P. K. Medini Amma, a prominent leader of the Punnapra-Vayalar agitation. The Arts Club inauguration was conducted by Ashwanth Anilkumar, a renowned mimicry artist. The College Arts Festival (Kalahi), held on January 29, 30, and 31, 2024, featured around 42 competitive events that witnessed enthusiastic participation from students across all departments. The 2023-24 Mahatma Gandhi University Union organized the 'We the People of India' Arts Festival, where students from our college showcased their talents by participating in 20 individual and 3 group events. They achieved remarkable success, securing six A grades and one first place in individual events, along with an A grade in the group category for the Malayalam Group Song.

File Description	Documents
Paste link for additional information	Nil
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

21

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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

The Alumni Association of Devaswom Board College, registered under the name "Forerunners" with registration number IV/2013/56, plays a pivotal role in enhancing the overall development of the institution and supporting its students. The association engages in various activities, including organizing events, providing financial assistance, and contributing to infrastructural development.

Their vision transformed one of the rooms of the institution into a dedicated conference hall. As per the suggestion of the alumni the room was aptly renamed as 'Dr. PS Bhaskara Pillai Hall' after the former principal, Dr.PS Bhaskara Pillai. This hall newly equipped with all the necessary amenities, was inaugurated on September 25, 2023, in a ceremony graced by distinguished guests like Adv. Monce Joseph (MLA), Film director B.Unnikrishnan, son of Dr. Bhaskara Pillai and former teachers and students. Furthermore, recognizing the historical significance of 'Vaikom Sathyagraha', the alumni collaborated with the community to commemorate the 100th year of Vaikom Sathyagraha and Mahatma Gandhi's significant contribution in the event by installing a bust of Gandhi in the campus. The library also has been enriched by the generous donation from alumni. Illustrious alumni members have graciously contributed books towards a special collection titled "Grandha Dakshina" which comprised of their personal books and insightful write-ups.

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

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

File Description	Documents
Upload any additional information	View File

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

NATURE OF GOVERNANCE

- The college is governed and managed by the Honourable Travancore Devaswom Board.
- The college is affiliated to Mahatma Gandhi University Kottayam.
- The Principal heads the administrative and academic decisions of the institution
- Vice Principal assists the Principal
- College council is the apex decision making body of the college.
- IQAC ensures and enhances the quality of education and promotion of research and innovation
- For the effective management of academics, DLMC and CLMC plays a crucial role.
- College equipped with statutory bodies which provide structure, representation, expertise, accountability and adherence to standards within the college framework.
- Various bodies like NSS, NCC, clubs, cells, PTA, Alumni plays a crucial role in shaping a holistic educational experience
- Administrative management mainly headed by Principal with the assistance of Office Superintendent, Head Accountant, Establishment section and other staff.

GOVERNANCE IN ACCORDANCE WITH VISION AND MISSION

At Devaswom Board College, Thalayolaparambu, governance practices are meticulously crafted to uphold the institution's mission and vision, guiding every decision and action towards the fulfilment of its educational goals. Grounded in principles of excellence, inclusivity, and social responsibility, the college's governance framework ensures a student-centric approach that nurtures holistic development and fosters a culture of innovation and service.

File Description	Documents
Paste link for additional information	https://dbct.ac.in/about-us/vision-and-mission/
Upload any additional information	View File

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

A well-functioning governing body manages the regular functioning of around sixty academic and non-academic committees/club is marked as the apt example for decentralization. Every academic year, this governing body constitutes the conveners and members who function effectively in their independent roles with proper planning and implementation

File Description	Documents
Paste link for additional information	https://dbct.ac.in/administration/office-bearers/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategy development and deployment is inevitable in deciding an institutions future success, and reflective of its culture, operation, vision and mission. The institution plans strategies by envisaging suggestions from all the stakeholders. It also takes into account, the changing socio-economic conditions, educational policies and pandemic/climatic scenario. Such strategic plans are mainly related to the broad traits of

- Quality education- the institute strongly believe in imparting quality education to its students.
- Research & Development
- Student support
- Inculcating social values and responsibilities
- Infrastructure Development

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://dbct.ac.in/about-us/strategic-plan/
Upload any additional information	No File Uploaded

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.

FUNCTIONING OF INSTITUTIONAL BODIES

The college is governed and managed by the Honourable Travancore Devaswom Board. This management oversees the overall functioning and policy decisions including staff appointment, promotion and financial management. The college is affiliated to Mahatma Gandhi University Kottayam. The Principal heads the administrative and academic decisions of the institution in compliance with UGC regulations and directives of the Directorate of Collegiate Education, Govt. of Kerala and the Act and Statutes of Mahatma Gandhi University. Principal as a liaison manages academic and administrative responsibilities through staff members and stakeholders. Vice Principal assists the Principal in the aspects of administration and academics of the college. College council is the apex decision making body. IQAC ensures and enhances the quality of education and promotion of research and innovation through continuous monitoring and evaluation. Various bodies like NSS, NCC, Clubs, Cells, PTA, Alumni plays a crucial role in shaping a holistic educational experience

POLICIES, SERVICE RULES AND PROCEDURES

The college abides by the clearly defined policies and procedures in all areas pertaining to employees, including hiring and promoting them in accordance with directives and guidelines periodically released by the UGC, Government of Kerala, M G University, Devaswom Board Management and College.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://dbct.ac.in/igac/about/organogram/
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	No File Uploaded
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

- **Employees Co-operative Society-** The financial support to the teaching staff of the institution is carried out mainly through the services of the Employees Cooperative Society.
- **GIS -** The aim of the scheme is to provide for the permanent employees at a low cost and on a wholly contributory and self-financing basis the benefits of an insurance cover to help their nominees.
- **Health Club -**In order to maintain the physical health of both the staff and students of the college, a health club function in the college.
- **Token of appreciation for achievements-**The institution appreciates the staff and students who are bringing out excellence in various fields.
- **Festival Advance-** With the intention of spreading joy of festive occasions to all staff members, the institution provides refundable advances to the guest lecturers and non

teaching staff.

- Facilitation of Provident Fund loans - Catering to the needs of the staff, the college provides paper less facilities to avail PF loan.
- Maternity Leave
- Work from Home
- Celebrations-The staff club organises various programmes like Onam celebrations, Christmas celebrations, Staff day in the college.
- The Staff Council provides financial support in times of medical emergencies.
- The security staff of the college are provided with free accommodation.
- MEDISEP

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

9

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

5

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

13

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
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 follows UGC Regulation on Minimum Qualification for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education.

The overall monitoring of performance of staff helps in meeting the

vision and mission of the college. An effective performance management system plays a crucial role in managing the organisation in an efficient manner. The institution follows the appraisal suggested by UGC viz, Performance Based Appraisal System (PBAS). In this scheme, the performances are classified into different categories like teaching learning and evaluation related activities, Co-curricular, extension activities and Professional development and academic contributions. On the basis of the scores obtained in each categories, the faculty members are promoted to higher academic level.

At the end of each year, feedback is collected from students. The feedbacks forms in the form of questionnaire collect information about teachers and different aspects pertaining to the teaching process. So the teachers can improve their teaching strategies every year.

As such there is no performance appraisal system followed for non teaching staff in the institution. The monitoring of non-teaching staff is done by Principal. The suggestions for improvement are provided to them in their meetings.

File Description	Documents
Paste link for additional information	Nil
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

Audits are conducted internally and externally

External

- Accountant General office Thiruvananthapuram, (AG's) Audit
- Deputy Directorate (local) Audit
- Management audit, (Devaswom board Audit)
- Audit by chartered accountant

Internal

- PTA Audit

The external audit of the college is entrusted with three different government agencies that include Accountant General Audit. Deputy Directorate of Collegiate Education, Ernakulam (local fund Audit) and Devaswom board (management) Audit .All the agencies verify the bills and vouchers submitted by the institution and issue audited statements.

Various clubs and student support schemes functioning in college like NSS , NCC , women cell , KSCSCTE funded seminars WWS and SSP have their own external audit.

Major internal financial audit is that of PTA. The PTA audit committee comprising two members from teaching staff and an external auditor.

All internal audits conclude, with a statement of expenditure. Institution has a specific procedure for overcoming audit objections . The major procedure for furnishing replies/action taken report for quarries on audit objections, inspection reports, draft paras, audit paras, and recommendation of pac (The Public Accounts Committee)/copu(Committee on Public Undertakings) includes a detailed explanation and statement from the administrative wing within the time limit specified Compliance to audit observation and suggestion in the previous audit report is closely monitored by concerned section and are not repeated . Paras are being dropped/ settled only after watching the progress of collection or based on suitable reply from auditee unit.

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)

4818980/-

File Description	Documents
Annual statements of accounts	View File
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

- **Fund mobilisation-**The College applies for fund through submission of proposals to Government funding agencies. Government funding agencies like DST, FIST, KSCSTE, RUSA etc. It encourages alumina and retired teachers to institute, memorial prizes, endowments, alumina donations. The institution seeks to generate revenue from stake holders and through raising staff fund. It seeks patronage from local organizations like bank, cooperate houses, shops and start-ups of the locality
- **Human resource utilization-** As part of academic excellence strategy our teachers are actively involved in research and are engaged in research activities. All the stakeholders of the college support and engage with college in terms of local events, outreach and partnership.
- **Space utilization-** The institution utilizes its space effectively by constructing RUSA research and incubation centre, star garden, butterfly garden, roof top solar panel, cricket net, basketball court, gym and also has a ground for commencing the construction of ladies hostel.

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 of college functions with a clear vision and mission to serve

as the cornerstone of the institution's commitment to continuous quality improvement. Through proactive planning, stakeholder involvement, and effective monitoring, the IQAC helps the college to achieve its mission of academic excellence and holistic development. Since IQAC ensures a comprehensive approach to quality assurance and continuous improvement across administrative, teaching learning and program related aspects of the institution, the activities of IQAC is segregated under the following three main traits.

1. Administrative management
2. Teaching Learning
3. Program Initiatives

File Description	Documents
Paste link for additional information	Nil
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

Administrative management

Efficient administrative management is crucial for the overall success and effectiveness of the college, IQAC encompass a range of responsibilities including

- Preparation of academic calendar
- Action plan
- Academic and administrative audit
- Annual academic presentations
- Preparation of AQAR

Teaching Learning Process

Teaching learning process involves a dynamic interaction between teachers, students and content. IQAC continuously monitors and takes initiative in maintaining and improving the teaching learning experience of the college by applying mechanisms for regular monitoring, assessment and feedback. For ensuring transparency and accountability in teaching learning process IQAC takes effort to maintain the habit of chronicling the process in a day by day basis

through various measures such as

- Maintaining Teacher's diary- To organize and plan the instructional activities.
- Mentoring- To foster growth and development in academic, in professional and in personal contexts
- Tutoring- To enhance students understanding and skills in specific subjects related to academics
- Feedback- To get a reflection of teaching learning process which helps to refine strategies and materials in future

Effectiveness of teaching and learning is done through exams, assignments, continuous evaluations and feedbacks. Data from the assessment are used to identify the area for improvement and appropriate changes are implemented in teaching methods, learning resources and assessments.

File Description	Documents
Paste link for additional information	Nil
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)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://dbct.ac.in/cells-and-clubs/
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

Devaswom Board College, Thalayolaparambu, a NAAC Accredited A Grade institution, is committed to promoting women empowerment and gender equality by fostering inclusiveness, tolerance, and respect. Our institution is committed to a respectful, safe, and supportive campus that upholds dignity for all. Key initiatives include maintaining a secure and inclusive environment, conducting gender sensitization programs during student induction, organizing workshops on self-defense, AIDS awareness, promoting health, hygiene, and nutrition. Training on crisis management, entrepreneurship, career development, and financial literacy further empower students. The college provides mental health counseling and cyber safety workshops, particularly for female students, while enforcing a code of conduct that supports gender equality. Female participation is encouraged in NCC, NSS, and extracurricular activities, with women well-represented in decision-making committees. Through these efforts, the college is dedicated to creating an equitable and inclusive academic environment.

File Description	Documents
Annual gender sensitization action plan	https://dbct.ac.in/wp-content/uploads/2024/12/ACTION-PALN.pdf
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	Nil

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

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Our campus has implemented a comprehensive solid waste management system, incorporating a biogas plant, incinerator, vermicompost unit, and e-waste collection facility. The biogas plant converts organic waste into clean energy that is utilized in the Chemistry lab. The incinerator safely disposes of non-recyclable waste, minimizing landfill waste. The vermicompost unit utilizes worms to break down organic waste, producing nutrient-rich fertilizer for our gardens. Additionally, we have established an e-waste collection program, ensuring responsible disposal of electronic waste. This integrated approach enables us to minimize waste sent to landfills, reduce greenhouse gas emissions, and promote sustainable practices among our campus community. By adopting this holistic waste management strategy, we aim to create a cleaner, greener, and more environmentally conscious campus.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
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	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All of the above**

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
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

A. Any 4 or all 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	No File Uploaded
Any other relevant information	No File Uploaded

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

The Devaswom Board College, Thalayolaparambu, has embraced a

holistic approach to student development through a series of well-structured events. Cultural Day Celebrations promote cultural awareness, while the Arts Festival encourages creativity and artistic expression among students. The Sports Day enhances physical fitness, teamwork, and leadership skills, essential for overall student development.

Workshops like the Ornament Making Workshop foster creativity and problem-solving skills, empowering students with hands-on experiences. The Seminar on Physical & Mental Issues in Teenagers addresses critical health topics, equipping students with valuable insights for better well-being. The Self-Defense Workshop instills confidence and essential skills, ensuring students are prepared for various situations.

The Entrepreneurship Development Club Inauguration nurtures entrepreneurial spirit, vital for future career success. The 'Naipunya' Tailoring Training Programme offers practical skills, while the Seminar on Career in Oil and Gas Agency opens pathways for lucrative careers.

Moreover, initiatives like the Chandrayaan-3 Launch Awareness Activities inspire national pride and scientific curiosity. Finally, the Stay Positive in Life & Work Seminar promotes a positive mindset, fostering resilience in students. This multilayered approach significantly enriches the educational experience at Devaswom Boardcollege.

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	No File Uploaded

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

Devaswom Board College emphasizes the importance of social values through various initiatives aimed at enhancing students knowledge and awareness. The inclusion of Indian Constitution and Constitutional Values in Syllabus ensures students grasp the foundational principles of democracy. The Kathir Library project promotes literacy among tribal communities, bridging knowledge gaps and supporting skill development.

Union Inauguration featured prominent figures, inspiring students to engage in civic responsibilities. Gandhi Jayanti Celebrations foster a sense of community through cleanliness drives, while World Mental Health Day raises awareness about mental health issues, underscoring its universal significance.

The seminar on the POSH Act-2013 educates students about women's rights and safety, vital for creating a respectful environment. The Amal Nikethan Old Age Home Visit instils empathy and social responsibility, allowing students to connect with the elderly.

The Systematic Voter's Education and Electoral Participation (SVEEP) Campaign and New Voter Registration Drive empower students with knowledge about their voting rights. Participation in the Lok Sabha General Election Survey 2024 provides practical experience in civic engagement. Finally, the Anti-Drug Awareness Talk and e-pledges advocate for a drug-free lifestyle, fostering a supportive community.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://dbct.ac.in/wp-content/uploads/2024/12/7.1.9-Sensitization-of-students-and-employees-to-social-values-23-24.pdf
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 **D. Any 1 of the above**

4. Annual awareness programmes on Code of Conduct are organized

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	No File Uploaded
Any other relevant information	No File Uploaded

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

The Devaswom Board College, Thalayolaparambu, actively promotes cultural awareness and environmental consciousness through various celebrations. The Onam Celebration, Eid Celebration, and Christmas Celebrations encourage inclusivity and cultural appreciation among students. World Environmental Day and Soil Day Celebrations focus on sustainability, instilling the importance of soil conservation and environmental obligations.

World Cleanliness Day highlights campus cleanliness, featuring engaging presentations that educate students about sustainable waste management practices. The observance of Basheer Day deepens literary appreciation through discussions on the works of renowned writer Vaikom Muhammad Basheer.

Events like the Quiz Program on Ramayana and World Wetland Day foster cultural awareness and environmental advocacy. The Ozone Day Celebration emphasizes the significance of the ozone layer, while Fibonacci Day enhances mathematical understanding through practical activities.

National Mathematics Day and International Mathematics Day celebrate mathematical concepts, inspiring students through insightful talks and engaging activities. The Valentine's Day Poetry Competition and Women's Day Celebration promote creativity and empowerment among students.

These events collectively enrich the educational experience, fostering a well-rounded development of students at Devaswom Board College.

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	No File Uploaded

7.2 - Best Practices

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

Best practice 1

Devasparsing, the step adopted towards making everyone recognize the importance of one's responsibility towards society, giving back to the community and promoting positive social change. Our social responsibility initiatives are designed to make a meaningful difference in the lives of individuals, families, and communities, while also contributing to the betterment of society as a whole.

The main themes behind this act were Community Development, Social inclusion spreading awareness about the need for environment sustainability practice and collaborate with others on social responsibility initiatives and projects that align with your values and goals.

Best practice 2

Swasthyam is the comprehensive plan aimed at achieving health goals thereby promoting healthy living, providing physical fitness, prevent diseases, and support the overall wellbeing of our community. Fitness Programs were designed as fitness classes, workout sessions, and wellness programs to promote physical activity and healthy lifestyles. By offering counseling, therapy and support groups, mental wellbeing is promoted in students. For addressing the mental health concerns of community, students were engaged in the health-promoting activities.

File Description	Documents
Best practices in the Institutional website	https://dbct.ac.in/wp-content/uploads/2024/12/7.2-Best-Practices.pdf
Any other relevant information	https://dbct.ac.in/wp-content/uploads/2024/12/7.2-Best-Practices.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

Sukrutham- The institution is giving importance to bridge the gap between education and employment, enabling individuals to acquire the skills and competencies required to succeed in their chosen careers. Plenty of programs had been arranged to acquire new skills so that the students can enhance their productivity, efficiency and job performance. The plan of action was aimed at acquiring new skills that can boost confidence, self-esteem, and overall personal growth. Soft skill training programs organized were focused on developing essential soft skills, like communication, teamwork, and time management. Digital Literacy: Programs focused on developing digital skills, such as computer programming, data analysis, or digital marketing. Courses were conducted to enhance Entrepreneurship development with key features such as business planning, finance, and marketing. KANAVU, Job Fair was organized for providing ample opportunity to those who pursue a job.

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

- The IQAC organizes the Academic meeting and draws the College Academic Calendar in consonance with the University Academic Calendar and integrating the Departmental Annual plan.
- The Departments designs the Department Year Plan, Course Plan, Certificate courses and value added courses.
- The Heads of the departments execute the course and syllabus allocation to the faculty. A master and department timetable are set for the execution of the classes. The details of the courses and programmes are articulated to students through the website and prospectus. The college handbook offers details regarding the Internal and External assessments. College-level meeting (CLMC) and Department-level meetings (DLMC) are conducted on regular basis for the smooth execution of the academic system.
- The induction programme acquaints the students with POs, PSOs and COs and exam patterns. Learner are identified through entry-level tests and Bridge courses are offered.
- Projects, assignments and Seminars are mandated within the curriculum to incorporate experiential and participative methodologies
- ICT infrastructure is setup in the college, that includes LMS platforms, well-resourced science and computer laboratories, language-lab and the library enhance the outcome attainment. Smart Classrooms are set in each departments.
- Remedial classes and special classes for Slow Learners. Curriculum enrichment through Certificate-courses, value added programmes and MOOC-courses.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

Our institution adheres by the following continuous Internal Assessment Strategies

- The Internal Exam Calendar is prepared well in advance and exam notices and announcements are available on the notice board.
- Internal Exams are conducted every semester. The students are assigned assignments and seminars with time-bound publication of Internal Exam results
- Assessments are done for laboratory courses through laboratory experiments, viva and submission of practical records. Submitted projects are valued. CLMC and DLMC review each semester's progress. Bridge courses are carried out at beginning of the course. Remedial classes are conducted for weak students through entry level tests. At the end of every academic year, feedback from students is collected

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

13

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)

2

File Description	Documents
Any additional information	No File Uploaded
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

28

File Description	Documents
Any additional information	No File Uploaded
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

Devaswom Board College, Thalayolaparambu, addresses key issues such as professional ethics, gender sensitivity, human values, and environmental sustainability through a variety of initiatives. The Internal Quality Assurance Cell fosters academic excellence with programs like the "MY CLASS MY PRIDE" campaign, career development events such as the "Kanavu" Job Fair, and induction programs for first-year students. These initiatives help build a strong ethical foundation for students' academic and professional growth.

The college emphasizes gender sensitization through its Women Cell, which organizes programs on gender equality, safety, and empowerment, including seminars on the Posh Act 2013 and self-defense workshops. Additionally, practical skill-building activities like sewing classes enhance self-sufficiency and confidence in women.

The NCC unit promotes human values by engaging students in community service, national pride, and social responsibility. Programs like International Yoga Day, Independence Day celebrations, blood donation campaigns, and quizzes encourage students to serve society and foster respect for national milestones.

For environmental awareness, the Bhoomithrasena Club and Biodiversity Club lead initiatives such as bird watching, cleanliness drives, and Soil Day observances. The college also supports organic farming and educates students on sustainability through events like poster-making competitions on plastic pollution. These efforts inspire students to adopt eco-friendly practices in their daily lives.

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

14

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	No File Uploaded
Institutional Data in Prescribed Format	View File

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

438

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	A. All of the above
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from the following stakeholders Students
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://dbct.ac.in/wp-content/uploads/2024/12/Feedback-Analysis-Report-2023-24-with-cover-1.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	No File Uploaded

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	https://dbct.ac.in/wp-content/uploads/2024/12/Feedback-Analysis-Report-2023-24-with-cover-1.pdf

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

246

File Description	Documents
Any additional information	No File Uploaded
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**

46

File Description	Documents
Any additional information	No File Uploaded
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

- At the beginning of the course, all students participate in an induction program, followed by an entry-level test administered by their respective departments.
- The entry-level test assesses the students' subject knowledge and aptitude skills, and is conducted either offline or online.
- Based on their performance in the entry-level test and the qualifying examination, students are categorized into slow, medium, and advanced learners.
- The college conducts one general internal examination, modeled after university exams, while individual departments conduct their own assessments through unit tests, vivas, assignments, and multiple-choice questions (MCQs).

Additional Programs for Identifying Advanced and Slow Learners:

- The class tutor regularly interacts with students to assess their understanding of the material.
- The college and departments organize extracurricular activities throughout the year, monitoring student participation and involvement.
- Various clubs and cells within the college help faculty identify the cognitive levels of students through their participation

Programs for slow learners: Remedial Coaching, Peer mentoring, Special Counselling

Programs for advanced learners: Coaching for competitive

examinations

File Description	Documents
Paste link for additional information	Nil
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
742	58

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 teaching-learning ecosystem at Devaswom Board College is designed to align with the evolving needs and demands of the times. It is learner-centric, participative, and shaped by the diverse social, emotional, and intellectual contexts of the students. Unlike the traditional model where the teacher is the sole source of knowledge, our classrooms adopt a more dynamic approach. The teacher acts as a facilitator, fostering an empowering learning environment. This role promotes learner autonomy, peer interaction, critical thinking skills, and a supportive climate for intellectual growth. Our teaching methods include lectures, discussions, brainstorming sessions, debates, hands-on workshops, projects, seminars, presentations, and other forms of interactive learning.

The method we adopt is tailored to student-requirements and specific demands of the courses, some of which include:

Lectures and Tutorials - online and offline

Group Discussions

Participative Learning

Experiential Learning**Mini Projects****ICT- enabled Learning**

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 teachers at the institution have adopted an effective teaching-learning process to cater to a generation of students who are technologically advanced. During the epidemic, ICT-based learning tools were fully integrated into the teaching and learning methods. All classes were conducted online, and class materials were shared through platforms like Google Classroom, Google Meet, Zoom, and Teams. Exams and assignments were carried out, evaluated, and graded through these platforms. In addition to live classes where students actively interacted with teachers, recorded sessions were also made available to ensure a smooth and flexible learning experience.

To facilitate the smooth conduct of academics, all teachers used laptops, desktops, tablets, and smartphones. Each class tutor maintains a WhatsApp group for students and faculty to enable effective and rapid communication.

Students are also introduced to Massive Open Online Courses (MOOCs) to supplement their curriculum. Additionally, both teachers and students have access to online resources like INFLIBNET and NLIST to enhance 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

58

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

58

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

34	
File Description	Documents
Any additional information	No File Uploaded
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

308

File Description	Documents
Any additional information	No File Uploaded
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.

The internal assessment of students is based on their attendance, assignments, seminars, and test papers, each carrying a specific weightage, as per university guidelines. The two internal tests account for 50%, while attendance and assignments each contribute 25% to the overall assessment. The internal exam process is overseen by a committee of two coordinators, who collaborate with the IQAC (Internal Quality Assurance Cell) and the College Council to ensure fairness and transparency.

The dates for the internal exams are published in the college handbook and posted on the notice boards. The exam schedule and syllabus are made available well in advance to allow students ample time for preparation. The question papers are designed according to the university's examination format, ensuring

consistency. After the exams, teachers evaluate the answer scripts within two weeks and input the grades into the college's internal exam portal, where students can view their marks. Attendance is also tracked through the same portal which students can verify. The progress reports generated from the portal are shared with parents during the annual open-house meetings, keeping them informed about the student's academic performance. Additionally, the internal exam reports (such as A and B forms for undergraduate programs, and C and D forms for postgraduate programs) are published for further transparency.

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 follows a three-tier grievance redressal system for internal examinations:

- Level 1: Students first approach the course instructor to resolve the issue.
- Level 2: If unresolved, the grievance moves to the department level for further review.
- Level 3: If the grievance persists, it is escalated to the Principal and Grievance Committee.

Grievances can be submitted through the college website, and the resolution process is completed within one week after the internal exam results are published. For external exams, students can apply directly to the university for revaluation or scrutiny.

To ensure transparency, the college provides an orientation course during admission that explains the assessment pattern clearly. Each course instructor specifies their expectations for assignments, seminars, vivas, and test papers.

Following the evaluation of assignments and test papers, instructors highlight common mistakes and discuss them with the class. This helps students understand their errors and improve their performance in future assessments. This approach fosters greater clarity and encourages continuous academic improvement.

File Description	Documents
Any additional information	No File Uploaded
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 College follows an Outcome-Based Education (OBE) framework and has clearly defined learning outcomes for its Programs and Courses. To ensure effective communication of these learning outcomes to both teachers and students, the institution employs the following mechanisms:

1. Graduate Attributes: At the start of the program, the graduate attributes are introduced to first-year students. Teachers spend time during the initial classes to explain the subject and the learning outcomes associated with the program and courses. These outcomes are assessed and reviewed periodically.
2. Availability of Syllabi and Learning Outcomes: Hard copies of the syllabi and learning outcomes are available in the departments for easy reference by both teachers and students.
3. Communication to Teachers: The importance of learning outcomes is emphasized in every IQAC meeting and College Committee meeting, ensuring that faculty members are fully aware of these objectives.
4. Communication to Students: Students are made aware of the learning outcomes through tutorial meetings, where faculty discuss the goals and expectations of the program.
5. Workshops: Workshops are conducted at the college level to develop and refine the Program Educational Objectives and Learning Outcomes.
6. Widespread Propagation: After achieving consensus on the learning outcomes, they are widely communicated and publicized through various channels, including:

- Website
- Classrooms
- Department Notice Boards
- Laboratories
- Faculty Meetings
- Professional Body Meetings
- Library

7. **Course Outcomes Communication:** Faculty members communicate the specific course outcomes to the students at the beginning of each course.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://dbct.ac.in/course-outcome/#
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.

To assess the teaching-learning process, the college employs an outcome-based evaluation technique. Various assessment methods are used to measure the achievement of learning outcomes at different stages. A twin-level approach is adopted for evaluating these outcomes:

Direct Approach: This approach includes multiple assessment methods such as internal examinations, quizzes, viva voce, assignments, seminars, classroom participation, and lab/field work. All of these contribute to the internal assessment process at the college level. The Course Outcomes (COs) and Program Outcomes (POs) are directly linked to the questions in the examination papers. The marks obtained by students for each question reflect the level of attainment of each respective outcome.

Indirect Approach: An exit survey is conducted at the completion of the program through an online questionnaire. This allows for the collection of feedback regarding the overall learning experience and helps assess the effectiveness of the program in

achieving its outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
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

132

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	No File Uploaded
Paste link for the annual report	https://dbct.ac.in/wp-content/uploads/2024/12/Annual-Report-IOAC-2023-24.pdf

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://dbct.ac.in/wp-content/uploads/2024/11/SSS-2023-24.pdf>

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	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
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

0

File Description	Documents
Any additional information	No File Uploaded
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	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

The Institution Innovation Council established in the college facilitates collaboration among students, faculty, alumni, and

industry experts and acts as a nodal agency to coordinate the activities of the ED Club, IPR Cell, and IEDC. The IIC promote awareness of innovation and entrepreneurship among students and faculty through various programs .

Entrepreneurship development plays a crucial role in fostering innovation and economic growth. This environment not only encourages students to pursue entrepreneurial endeavours but also prepares them to adapt to the rapidly changing business landscape.

Indian knowledge systems (IKS) have a strong foundation in Indian culture, philosophy, and spirituality and have evolved through thousands of years. The institution conducts various seminars and workshops on topics like Ayurveda, Yoga and traditional medicine to inculcate the values of Indian Knowledge systems among students. .

We also emphasize on natural resource conservation and preservation in order to emphasize the interdependence of all beings to attain sustainable living practices. Considering environmental issues and the need for sustainable development, these principles are getting more and more important.

Fostering research among faculty and students is a crucial and the College strives for fostering interdisciplinary collaboration potentially leading to innovative breakthroughs.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://dbct.ac.in/wp-content/uploads/2024/12/3.2.1-Innovation-Ecosystem.pdf

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

6

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

2

File Description	Documents
URL to the research page on HEI website	https://dbct.ac.in/research/research-details/
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

4

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

0

File Description	Documents
Any additional information	No File Uploaded
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

The Institution has made its remarkable contribution to the neighbourhood-community through a multitude of extension activities. Students actively partake in these activities leading to their overall development. Extension activities conducted by NSS, NCC Nature clubs etc are based on UN Sustainable goals (STGs) and aims at fostering leadership quality, developing social responsibility and empathy towards the underprivileged. Major thrust areas include ecosystem restoration, Blood donation, Quality education, Disaster preparedness, Personal health & hygiene, Mental wellbeing, awareness campaigns and civic responsibilities. Blood donation drives, Ecosystem restoration programs, Cleanliness Drives, Awareness Programs, Charitable Works etc were organized during 2023-24. The horde of extension activities carried out by the institution helped to mould the students into responsible citizens and to become more cognizant of their personal and natural environment. Engaging the students in extension activities has created a sense of selfless service-mindedness among the student community. It helps to instil social responsibility, groom overall personality and create awareness on social issues. The interventions through extension activities have resulted in improved health and cleanliness and created a hygienic surrounding. The institution is moving forward with a promising goal to ensure the growth of the society and environment.

File Description	Documents
Paste link for additional information	https://dbct.ac.in/wp-content/uploads/2024/12/3.4.1-Outcome-of-extension-activities.pdf
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

0

File Description	Documents
Any additional information	No File Uploaded
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

21

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**

1678

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**

6

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
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**

4

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

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.

Devaswom Board College, Thalayolaparambu nestled in the serene landscapes of Kerala between Kottayam and Ernakulam, stands proud with its well-maintained physical infrastructure and commitment to academic excellence. Spanning 18 acres of lush green land, the college aligns with current academic trends and prioritizes sustainable practices. The campus is spread over five blocks. Classrooms and ICT-enabled facilities: The institution has 37 classrooms with sufficient benches, desks, chairs, and teaching aids such as greenboards, whiteboards, and lecture platforms, catering to the teaching-learning needs of nine undergraduate programs and five postgraduate programs. The institution features nine ICT-enabled facilities with LAN/WiFi, encompassing smartboard facilities within the three PG departments. Additionally, there is one smartboard available in the conference hall. Seminar Hall is a mini theatre with 110 seats, featuring an interactive board, LCD projector, mega power visualizer, wireless mic, and Wi-Fi connectivity. The NAAC room is also ICT-enabled. High-speed internet connection of 100 mbps. CCTV cameras are strategically placed in examination halls and common areas for enhanced security. Laboratories: Science departments are equipped with wellmaintained laboratories, supported by DSTFIST, ensuring safety protocols and regular updates.

- Chemistry Department: One UG and Two PG laboratories
- Physics department: One PG and One UG laboratories
- The Botany and Zoology Departments have one general lab each.
- A newly constructed instrumentation room, funded by RUSA,

enhances practical and research learning experiences, featuring a seminar hall and additional classrooms.

- Three dedicated computer labs for Physics, Chemistry, and Mathematics, along with a common language lab, provide comprehensive computing facilities.

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

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

The College is very active in providing facilities for students to participate in cultural activities, sports and games in various ways. The College has two auditoriums for various cultural programmes. There is an Arts club Secretary(student) and a faculty as arts club advisor to ensure children's participation in cultural activities. Every year the student union of the college organizes different cultural programmes related to arts day, Onam and Christmas celebrations. At the end of the academic year staff club organizes a staff day. The Physical Education department is very active and is well equipped with an indoor gymnasium, playground, courts and sports accessories, all under the purview of the Physical Education Instructor. The College has a football ground, cricket practice net, a small basket ball court, Kho-Kho play area and indoor gymnasium. Every year as per the requirement, purchases are done and the courts and grounds are maintained and the stock register is updated. The students are using these facilities to participate in Intercollegiate and Interuniversity competitions. In every academic year, the physical education department organizes the "annual sports day" for students and teachers. National Cadet Corps (NCC) and National Service Scheme (NSS) are actively organizing different programmes like Yoga day, Literacy events, cultural programmes etc.

Physical Wellness Oversight:

- Football Court
- Gymnasium
- Cricket nets
- Kabaddi court

- Kho-Kho court
- Basketball Court
- Badminton court
- Throwball court

Harmony Halls:

- The K.R. Narayanan Memorial main auditorium
- The Dakshayani Velayudhan Hall (D. V. Hall-Mini auditorium)
- An amphitheater
- An Open stage.

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

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

20

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

2.48

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)

Devaswom Board College has a centralized library on the second floor of Academic Block I with an area of 323.95 sq.m with a collection of 36547 books, 10 journals, and subscriptions to periodicals including 8 newspapers. It has a Reading room (seating capacity 60), Reference section, E-content searching zone, Periodicals section, Circulation desk, New arrivals, Property counter, and Departmental stacks.

SOFTWARE AND E-RESOURCES: It is partially automated using KOHA software (version 21.05). LAN connections are available. The purchase of RFID, as part of the RUSA 2.0 scheme, for complete library automation is underway. Online Public Access Catalogue (OPAC) is accessible. INFLIBNET N-List subscription, The library provides Non-Visual Desktop Access (NVDA) for visually challenged people.

OTHER DETAILS: Conduction of orientation classes for first-year students (UG & PG). The total amount spent for the purchase of the books in the library during 2023-2024 is Rs 2,59,989 and the N-list subscription amount is Rs. 5900. The library committee manages the activities and upgrades of the library resources. A dedicated space for competitive exam materials is maintained. The library has been enriched with two special collections Grandha Dakshina (Alumni contribution) and Satyagraha Smarana (Collections related to Vaikom Satyagraha).

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil
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)	
2.66	
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	
22	

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

In pursuit of excellence, Devaswom Board College, Thalayolaparambu, has consistently prioritized upgrading its Information Technology (IT) facilities.

ICT-enabled facilities: DB College takes pride in its commitment to providing advanced ICT-enabled facilities that contribute to a dynamic and technologically rich learning environment.

- The institution features 9 ICT-enabled facilities with LAN/Wi-Fi
- Seminar Hall is a mini theatre with 110 seats, featuring an interactive board, LCD projector, mega power visualizer, wireless mic, and Wi-Fi connectivity .
- .ICT-enabled NAAC room.
- The ICT-enabled Conference Hall is equipped with a Smartboard.
- Three PG departments (Malayalam, Physics, Chemistry) house smart board facility.
- Smart TV in English Department (IP classroom).
- Mathematics and Physics departments have LCD projectors.
- Internet Connection 100 Mbps internet (LAN) bandwidth facilitated by BSNL.
- Library: Koha, version 21.05
- INFLIBNET N-List of UGC which includes e-books, and e-journals.
- Non-Visual Desktop Access (NVDA) for visually challenged people.
- Online Public Access Catalogue (OPAC) is accessible.
- Number of Computer-101
- Laptops-2
- 3 Computer Labs in PG departments (Physics, Chemistry, Mathematics) Language Lab (English) Computer Lab (Rusa Funded)
- CCTV cameras
- Reprographic Facilities: 3 high-speed printers and scanners are available in the examination section 1 printer cum

photocopy machine is placed at cooperative society for student's usage 3 printers are available in the office 4 printers are in various departments

- LMS platforms -Google Classroom, Moodle, YouTube Academic and Administrative software- EMBASE PROSUIT
- Social Media Platforms- Facebook, Instagram, Whatsapp groups
- Government Digital Platforms-Spark, BiMS, GAINPF, PRISM, GRANTS, MEDISEP

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

4.3.2 - Number of Computers

101

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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)

12.28

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 has appropriate systems and procedures for maintaining and utilizing physical and academic support facilities. The College has generators which ensure uninterrupted power supply and also has a solar panel to harness renewable and clean energy. General record keeping & audits of all the equipments in the laboratory is done at department level & maintain a stock register for this. Proper inspection and verification of stock register takes place at the end of every year. The equipment with major repair are done by outside agency after receiving quotation for maintenance, necessary approval from college authorities is taken. College website maintenance is done by external agencies. The beautification of the College is done by the Bhoomitra Sena with the support of PTA and the Management. The campus is equipped with safe and adequate drinking water supply. The rain water harvesting system is connected to the common washing area near the English department. The General cleaning of the campus and other facilities is done regularly by the staff appointed by the Management. The Management, PTA and alumni are the major monetary contributors for enhancing and expanding the available facilities in the campus. The college also submits proposals to state and central funding agencies to procure funds to develop the infrastructure. Every year as per the requirement, purchase of sports items and the maintenance of courts and grounds are managed by PD account and PTA funds respectively.

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

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

517

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

35

File Description	Documents
Upload any additional information	View File
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	A. All of the above
File Description	Documents
Link to Institutional website	<p style="text-align: center;">Nil</p>
Any additional information	<p style="text-align: center;">View File</p>
Details of capability building and skills enhancement initiatives (Data Template)	<p style="text-align: center;">View File</p>
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
370	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
370	
File Description	Documents
Any additional information	<p style="text-align: center;">View File</p>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<p style="text-align: center;">View File</p>
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

11

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

63

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

12

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.

10

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)

The College Union for the academic year 2023-24 has successfully worked to promote creativity within the college and foster socio-cultural empowerment among students in a short span of time. The

DB College Union, Thalayolaparambu, was elected unopposed on September 15, 2016, in accordance with Mahatma Gandhi University regulations (alongside elections in other colleges). The Devaswom Board Thalayolaparambu College Union (Vachathi) for the academic year 2023-24 was inaugurated on November 3, 2023, by Smt. P. K. Medini Amma, a prominent leader of the Punnapra-Vayalar agitation. The Arts Club inauguration was conducted by Ashwanth Anilkumar, a renowned mimicry artist. The College Arts Festival (Kalaha), held on January 29, 30, and 31, 2024, featured around 42 competitive events that witnessed enthusiastic participation from students across all departments. The 2023-24 Mahatma Gandhi University Union organized the 'We the People of India' Arts Festival, where students from our college showcased their talents by participating in 20 individual and 3 group events. They achieved remarkable success, securing six A grades and one first place in individual events, along with an A grade in the group category for the Malayalam Group Song.

File Description	Documents
Paste link for additional information	Nil
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

21

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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

The Alumni Association of Devaswom Board College, registered under the name "Forerunners" with registration number IV/2013/56, plays a pivotal role in enhancing the overall development of the institution and supporting its students. The association engages in various activities, including organizing events, providing financial assistance, and contributing to infrastructural development.

Their vision transformed one of the rooms of the institution into a dedicated conference hall. As per the suggestion of the alumni the room was aptly renamed as 'Dr. PS Bhaskara Pillai Hall' after the former principal, Dr. PS Bhaskara Pillai. This hall newly equipped with all the necessary amenities, was inaugurated on September 25, 2023, in a ceremony graced by distinguished guests like Adv. Monce Joseph (MLA), Film director B. Unnikrishnan, son of Dr. Bhaskara Pillai and former teachers and students. Furthermore, recognizing the historical significance of 'Vaikom Sathyagraha', the alumni collaborated with the community to commemorate the 100th year of Vaikom Sathyagraha and Mahatma Gandhi's significant contribution in the event by installing a bust of Gandhi in the campus. The library also has been enriched by the generous donation from alumni. Illustrious alumni members have graciously contributed books towards a special collection titled "Grandha Dakshina" which comprised of their personal books and insightful write-ups.

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

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

D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	View File

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

NATURE OF GOVERNANCE

- The college is governed and managed by the Honourable Travancore Devaswom Board.
- The college is affiliated to Mahatma Gandhi University Kottayam.
- The Principal heads the administrative and academic decisions of the institution
- Vice Principal assists the Principal
- College council is the apex decision making body of the college.
- IQAC ensures and enhances the quality of education and promotion of research and innovation
- For the effective management of academics, DLMC and CLMC plays a crucial role.
- College equipped with statutory bodies which provide structure, representation, expertise, accountability and adherence to standards within the college framework.
- Various bodies like NSS, NCC, clubs, cells, PTA, Alumni plays a crucial role in shaping a holistic educational experience
- Administrative management mainly headed by Principal with the assistance of Office Superintendent, Head Accountant, Establishment section and other staff.

GOVERNANCE IN ACCORDANCE WITH VISION AND MISSION

At Devaswom Board College, Thalayolaparambu, governance practices are meticulously crafted to uphold the institution's mission and vision, guiding every decision and action towards the fulfilment of its educational goals. Grounded in principles of excellence, inclusivity, and social responsibility, the college's governance framework ensures a student-centric approach that nurtures holistic development and fosters a culture of innovation and

service.

File Description	Documents
Paste link for additional information	https://dbct.ac.in/about-us/vision-and-mission/
Upload any additional information	View File

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

A well-functioning governing body manages the regular functioning of around sixty academic and non-academic committees/club is marked as the apt example for decentralization. Every academic year, this governing body constitutes the conveners and members who function effectively in their independent roles with proper planning and implementation

File Description	Documents
Paste link for additional information	https://dbct.ac.in/administration/office-bearers/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategy development and deployment is inevitable in deciding an institutions future success, and reflective of its culture, operation, vision and mission. The institution plans strategies by envisaging suggestions from all the stakeholders. It also takes into account, the changing socio-economic conditions, educational policies and pandemic/climatic scenario. Such strategic plans are mainly related to the broad traits of

- Quality education- the institute strongly believe in imparting quality education to its students.
- Research & Development
- Student support

- Inculcating social values and responsibilities
- Infrastructure Development

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://dbct.ac.in/about-us/strategic-plan/
Upload any additional information	No File Uploaded

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.

FUNCTIONING OF INSTITUTIONAL BODIES

The college is governed and managed by the Honourable Travancore Devaswom Board. This management oversees the overall functioning and policy decisions including staff appointment, promotion and financial management. The college is affiliated to Mahatma Gandhi University Kottayam. The Principal heads the administrative and academic decisions of the institution in compliance with UGC regulations and directives of the Directorate of Collegiate Education, Govt. of Kerala and the Act and Statutes of Mahatma Gandhi University. Principal as a liaison manages academic and administrative responsibilities through staff members and stakeholders. Vice Principal assists the Principal in the aspects of administration and academics of the college. College council is the apex decision making body. IQAC ensures and enhances the quality of education and promotion of research and innovation through continuous monitoring and evaluation. Various bodies like NSS, NCC, Clubs, Cells, PTA, Alumni plays a crucial role in shaping a holistic educational experience

POLICIES, SERVICE RULES AND PROCEDURES

The college abides by the clearly defined policies and procedures in all areas pertaining to employees, including hiring and promoting them in accordance with directives and guidelines periodically released by the UGC, Government of Kerala, M G University, Devaswom Board Management and College.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://dbct.ac.in/iqac/about/organogram/
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	No File Uploaded
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

- **Employees Co-operative Society-** The financial support to the teaching staff of the institution is carried out mainly through the services of the Employees Cooperative Society.
- **GIS -** The aim of the scheme is to provide for the permanent employees at a low cost and on a wholly contributory and self-financing basis the benefits of an insurance cover to help their nominees.
- **Health Club -**In order to maintain the physical health of both the staff and students of the college, a health club function in the college.
- **Token of appreciation for achievements-**The institution appreciates the staff and students who are bringing out excellence in various fields.
- **Festival Advance-** With the intention of spreading joy of festive occasions to all staff members, the institution provides refundable advances to the guest lecturers and non

teaching staff.

- Facilitation of Provident Fund loans - Catering to the needs of the staff, the college provides paper less facilities to avail PF loan.
- Maternity Leave
- Work from Home
- Celebrations-The staff club organises various programmes like Onam celebrations, Christmas celebrations, Staff day in the college.
- The Staff Council provides financial support in times of medical emergencies.
- The security staff of the college are provided with free accommodation.
- MEDISEP

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

9

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

5

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

13

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
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 follows UGC Regulation on Minimum Qualification for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education.

The overall monitoring of performance of staff helps in meeting the vision and mission of the college. An effective performance management system plays a crucial role in managing the organisation in an efficient manner. The institution follows the appraisal suggested by UGC viz, Performance Based Appraisal System (PBAS). In this scheme, the performances are classified into different categories like teaching learning and evaluation related activities, Co-curricular, extension activities and Professional development and academic contributions. On the basis of the scores obtained in each categories, the faculty members are promoted to higher academic level.

At the end of each year, feedback is collected from students. The feedbacks forms in the form of questionnaire collect information about teachers and different aspects pertaining to the teaching process. So the teachers can improve their teaching strategies every year.

As such there is no performance appraisal system followed for non teaching staff in the institution. The monitoring of non-teaching staff is done by Principal. The suggestions for improvement are provided to them in their meetings.

File Description	Documents
Paste link for additional information	Nil
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

Audits are conducted internally and externally

External

- Accountant General office Thiruvananthapuram, (AG's) Audit
- Deputy Directorate (local) Audit
- Management audit, (Devaswom board Audit)
- Audit by chartered accountant

Internal

- PTA Audit

The external audit of the college is entrusted with three different government agencies that include Accountant General Audit. Deputy Directorate of Collegiate Education, Ernakulam (local fund Audit) and Devaswom board (management) Audit .All the agencies verify the bills and vouchers submitted by the institution and issue audited statements.

Various clubs and student support schemes functioning in college like NSS , NCC , women cell , KSCSCTE funded seminars WWS and SSP have their own external audit.

Major internal financial audit is that of PTA. The PTA audit committee comprising two members from teaching staff and an external auditor.

All internal audits conclude, with a statement of expenditure. Institution has a specific procedure for overcoming audit objections . The major procedure for furnishing replies/action taken report for quarries on audit objections, inspection reports, draft paras, audit paras, and recommendation of pac (The Public Accounts Committee)/copu(Committee on Public Undertakings) includes a detailed explanation and statement from the administrative wing within the time limit specified Compliance to audit observation and suggestion in the previous audit report is closely monitored by concerned section and are not repeated . Paras are being dropped/ settled only after watching the progress of collection or based on suitable reply from auditee unit.

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)

4818980/-

File Description	Documents
Annual statements of accounts	View File
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

- **Fund mobilisation-**The College applies for fund through submission of proposals to Government funding agencies. Government funding agencies like DST, FIST, KSCSTE, RUSA etc. It encourages alumina and retired teachers to institute, memorial prizes, endowments, alumina donations. The institution seeks to generate revenue from stake holders and through raising staff fund. It seeks patronage from local organizations like bank, cooperate houses, shops and start-ups of the locality
- **Human resource utilization-** As part of academic excellence strategy our teachers are actively involved in research and are engaged in research activities. All the stakeholders of the college support and engage with college in terms of local events, outreach and partnership.
- **Space utilization-** The institution utilizes its space effectively by constructing RUSA research and incubation centre, star garden, butterfly garden, roof top solar panel, cricket net, basketball court, gym and also has a ground for commencing the construction of ladies hostel.

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 of college functions with a clear vision and mission to

serve as the cornerstone of the institution's commitment to continuous quality improvement. Through proactive planning, stakeholder involvement, and effective monitoring, the IQAC helps the college to achieve its mission of academic excellence and holistic development. Since IQAC ensures a comprehensive approach to quality assurance and continuous improvement across administrative, teaching learning and program related aspects of the institution, the activities of IQAC is segregated under the following three main traits.

1. Administrative management
2. Teaching Learning
3. Program Initiatives

File Description	Documents
Paste link for additional information	Nil
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

Administrative management

Efficient administrative management is crucial for the overall success and effectiveness of the college, IQAC encompass a range of responsibilities including

- Preparation of academic calendar
- Action plan
- Academic and administrative audit
- Annual academic presentations
- Preparation of AQAR

Teaching Learning Process

Teaching learning process involves a dynamic interaction between teachers, students and content. IQAC continuously monitors and takes initiative in maintaining and improving the teaching learning experience of the college by applying mechanisms for regular monitoring, assessment and feedback. For ensuring transparency and accountability in teaching learning process IQAC takes effort to maintain the habit of chronicling the process in

a day by day basis through various measures such as

- Maintaining Teacher’s diary- To organize and plan the instructional activities.
- Mentoring- To foster growth and development in academic, in professional and in personal contexts
- Tutoring- To enhance students understanding and skills in specific subjects related to academics
- Feedback- To get a reflection of teaching learning process which helps to refine strategies and materials in future

Effectiveness of teaching and learning is done through exams, assignments, continuous evaluations and feedbacks. Datas from the assessment are used to identify the area for improvement and appropriate changes are implemented in teaching methods, learning resources and assessments.

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

<p>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)</p>	<p>A. All of the above</p>
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File Description	Documents
Paste web link of Annual reports of Institution	https://dbct.ac.in/cells-and-clubs/
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

Devaswom Board College, Thalayolaparambu, a NAAC Accredited A Grade institution, is committed to promoting women empowerment and gender equality by fostering inclusiveness, tolerance, and respect. Our institution is committed to a respectful, safe, and supportive campus that upholds dignity for all. Key initiatives include maintaining a secure and inclusive environment, conducting gender sensitization programs during student induction, organizing workshops on self-defense, AIDS awareness, promoting health, hygiene, and nutrition. Training on crisis management, entrepreneurship, career development, and financial literacy further empower students. The college provides mental health counseling and cyber safety workshops, particularly for female students, while enforcing a code of conduct that support gender equality. Female participation is encouraged in NCC, NSS, and extracurricular activities, with women well-represented in decision-making committees. Through these efforts, the college is dedicated to creating an equitable and inclusive academic environment.

File Description	Documents
Annual gender sensitization action plan	https://dbct.ac.in/wp-content/uploads/2024/12/ACTION-PALN.pdf
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	Nil

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

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Our campus has implemented a comprehensive solid waste management system, incorporating a biogas plant, incinerator, vermicompost unit, and e-waste collection facility. The biogas plant converts organic waste into clean energy that is utilized in the Chemistry lab. The incinerator safely disposes of non-recyclable waste, minimizing landfill waste. The vermicompost unit utilizes worms to break down organic waste, producing nutrient-rich fertilizer for our gardens. Additionally, we have established an e-waste collection program, ensuring responsible disposal of electronic waste. This integrated approach enables us to minimize waste sent to landfills, reduce greenhouse gas emissions, and promote sustainable practices among our campus community. By adopting this holistic waste management strategy, we aim to create a cleaner, greener, and more environmentally conscious campus.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
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
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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	A. Any 4 or all of the above

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
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**

A. Any 4 or all 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	No File Uploaded
Any other relevant information	No File Uploaded

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

The Devaswom Board College, Thalayolaparambu, has embraced a holistic approach to student development through a series of well-structured events. Cultural Day Celebrations promote cultural awareness, while the Arts Festival encourages creativity and artistic expression among students. The Sports Day enhances physical fitness, teamwork, and leadership skills, essential for overall student development.

Workshops like the Ornament Making Workshop foster creativity and problem-solving skills, empowering students with hands-on experiences. The Seminar on Physical & Mental Issues in Teenagers addresses critical health topics, equipping students with valuable insights for better well-being. The Self-Defense Workshop instills confidence and essential skills, ensuring students are prepared for various situations.

The Entrepreneurship Development Club Inauguration nurtures entrepreneurial spirit, vital for future career success. The 'Naipunya' Tailoring Training Programme offers practical skills, while the Seminar on Career in Oil and Gas Agency opens pathways for lucrative careers.

Moreover, initiatives like the Chandrayaan-3 Launch Awareness Activities inspire national pride and scientific curiosity. Finally, the Stay Positive in Life & Work Seminar promotes a positive mindset, fostering resilience in students. This multilayered approach significantly enriches the educational experience at Devaswom Boardcollege.

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	No File Uploaded

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

Devaswom Board College emphasizes the importance of social values through various initiatives aimed at enhancing students knowledge and awareness. The inclusion of Indian Constitution and Constitutional Values in Syllabus ensures students grasp the foundational principles of democracy. The Kathir Library project

promotes literacy among tribal communities, bridging knowledge gaps and supporting skill development.

Union Inauguration featured prominent figures, inspiring students to engage in civic responsibilities. Gandhi Jayanti Celebrations foster a sense of community through cleanliness drives, while World Mental Health Day raises awareness about mental health issues, underscoring its universal significance.

The seminar on the POSH Act-2013 educates students about women's rights and safety, vital for creating a respectful environment. The Amal Nikethan Old Age Home Visit instils empathy and social responsibility, allowing students to connect with the elderly.

The Systematic Voter's Education and Electoral Participation (SVEEP) Campaign and New Voter Registration Drive empower students with knowledge about their voting rights. Participation in the Lok Sabha General Election Survey 2024 provides practical experience in civic engagement. Finally, the Anti-Drug Awareness Talk and e-pledges advocate for a drug-free lifestyle, fostering a supportive community.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://dbct.ac.in/wp-content/uploads/2024/12/7.1.9-Sensitization-of-students-and-employees-to-social-values-23-24.pdf
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

D. Any 1 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	No File Uploaded
Any other relevant information	No File Uploaded

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

The Devaswom Board College, Thalayolaparambu, actively promotes cultural awareness and environmental consciousness through various celebrations. The Onam Celebration, Eid Celebration, and Christmas Celebrations encourage inclusivity and cultural appreciation among students. World Environmental Day and Soil Day Celebrations focus on sustainability, instilling the importance of soil conservation and environmental obligations.

World Cleanliness Day highlights campus cleanliness, featuring engaging presentations that educate students about sustainable waste management practices. The observance of Basheer Day deepens literary appreciation through discussions on the works of renowned writer Vaikom Muhammad Basheer.

Events like the Quiz Program on Ramayana and World Wetland Day foster cultural awareness and environmental advocacy. The Ozone Day Celebration emphasizes the significance of the ozone layer, while Fibonacci Day enhances mathematical understanding through practical activities.

National Mathematics Day and International Mathematics Day celebrate mathematical concepts, inspiring students through insightful talks and engaging activities. The Valentine's Day Poetry Competition and Women's Day Celebration promote creativity and empowerment among students.

These events collectively enrich the educational experience, fostering a well-rounded development of students at Devaswom Board College.

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	No File Uploaded

7.2 - Best Practices

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

Best practice 1

Devasparsam, the step adopted towards making everyone recognize the importance of one's responsibility towards society, giving back to the community and promoting positive social change. Our social responsibility initiatives are designed to make a meaningful difference in the lives of individuals, families, and communities, while also contributing to the betterment of society as a whole.

The main themes behind this act were Community Development, Social inclusion spreading awareness about the need for environment sustainability practice and collaborate with others on social responsibility initiatives and projects that align with your values and goals.

Best practice 2

Swasthyam is the comprehensive plan aimed at achieving health goals thereby promoting healthy living, providing physical fitness, prevent diseases, and support the overall wellbeing of our community. Fitness Programs were designed as fitness classes, workout sessions, and wellness programs to promote physical activity and healthy lifestyles. By offering counseling, therapy and support groups, mental wellbeing is promoted in students. For addressing the mental health concerns of community, students were engaged in the in health-promoting activities.

File Description	Documents
Best practices in the Institutional website	https://dbct.ac.in/wp-content/uploads/2024/12/7.2-Best-Practices.pdf
Any other relevant information	https://dbct.ac.in/wp-content/uploads/2024/12/7.2-Best-Practices.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

Sukrutham- The institution is giving importance to bridge the gap between education and employment, enabling individuals to acquire the skills and competencies required to succeed in their chosen careers. Plenty of programs had been arranged to acquire new skills so that the students can enhance their productivity, efficiency and job performance. The plan of action was aimed at acquiring new skills that can boost confidence, self-esteem, and overall personal growth. Soft skill training programs organized were focused on developing essential soft skills, like communication, teamwork, and time management. Digital Literacy: Programs focused on developing digital skills, such as computer programming, data analysis, or digital marketing. Courses were conducted to enhance Entrepreneurship development with key features such as business planning, finance, and marketing. KANAVU, Job Fair was organized for providing ample opportunity to those who pursue a job.

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

The institution's Comprehensive Action Plan for the 2024-25 academic year focuses on enhancing academic, infrastructural, and governance frameworks to foster inclusivity, innovation, and sustainability. Key areas include:

- **Library Resources:** Introducing subject-specific materials and digital resource training for faculty, with annual feedback surveys.

- **Infrastructure Maintenance:** A regular maintenance schedule for campus facilities, supported by a reporting system and monthly inspections, overseen by a Clean and Green Campus Committee.
- **Data and Document Management:** Training faculty and staff on record management with continuous feedback mechanisms.
- **ICT Resources:** Upgrading infrastructure with new technology, training faculty to integrate ICT into teaching, and using feedback to address emerging needs.
- **Sustainability Engagement:** Organizing sustainability workshops and incentivizing departments for green practices.
- **Alumni Engagement:** Strengthening alumni relations through structured communication, meetups, and webinars.
- **Student Development:** Focusing on interactive and student-centered learning, integrating MOODLE for digital tools, and providing career orientation and exam resources.
- **Employer Collaboration:** Aligning curriculum with industry needs through surveys, internships, and guest lectures.
- **Monitoring and Improvement:** Ongoing feedback reviews and department-led activities promoting the UN Sustainable Development Goals (SDGs), including gender equality, IPR, and research methodology.

The plan aims to create a dynamic, future-ready academic environment.