

# Annual Quality Assurance Report

## *MAR THOMA COLLEGE CHUNGATHARA*



2015-16

# **Internal Quality Assurance Cell (IQAC)**

## ***Annual Quality Assurance Report***

(2015 – 2016)

**Mar Thoma College, Chungathara**  
**Malappuram – 679 334**  
**Kerala, India**  
(Affiliated to the University of Calicut)  
(Re- Accredited by NAAC at Grade A with CGPA 3.15 in 2014)



***Submitted to***



**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**  
***An Autonomous Institution of the University Grants Commission***  
**P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India**

# The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year

**2015-16**

## I. Details of the Institution

1.1 Name of the Institution

**MAR THOMA COLLEGE, CHUNGATHARA**

1.2 Address Line 1

**CHUNGATHARA P.O**

Address Line 2

**MALAPPURAM DT.**

City/Town

**NILAMBUR**

State

**KERALA**

Pin Code

**679 334**

Institution e-mail address

**mtcchungathara@gmail.com**

Contact Nos.

**04931-230306  
9447335366**

Name of the Head of the Institution:

**PROF. ABRAHAM P MATHEW**

Tel. No. with STD Code:

**04931-230306**

Mobile:

**91944335366**

Name of the IQAC Co-ordinator:

**DR. RAINA THOMAS**

Mobile:

**919446243903**

IQAC e-mail address:

**iqac2k16mtc@gmail.com**

1.3 NAAC Track ID (For ex. MHCOGN 18879)

**KLCOGN12470**

**OR**

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

**NAAC/ANR/DS.Standing Committee-66  
EC/2014 dtd. 05.05.2014**

1.5 Website address:

**[www.marthomacollegechungathara.org](http://www.marthomacollegechungathara.org)**

Web-link of the AQAR:

**<http://www.marthomacollegechungathara.org/IQAC/AQAR2015-16.doc>**

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	<b>1<sup>st</sup> Cycle</b>	<b>B++</b>	<b>80.04</b>	<b>2005</b>	<b>5 YRS</b>
2	<b>2<sup>nd</sup> Cycle</b>	<b>A</b>	<b>3.15</b>	<b>2014</b>	<b>5 YRS</b>

1.7 Date of Establishment of IQAC : DD/MM/YYYY

**03.11.2011**

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

i. AQAR for the year

**2015-16**

### 1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

### 1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

### 1.11 Name of the Affiliating University (for the Colleges)

**University of Calicut**

### 1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

X

DST-FIST

X

UGC-Innovative PG programmes

X

Any other (*Specify*)

X

UGC-COP Programmes

X

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

9

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

1

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and  
community representatives

0

2.7 No. of Employers/ Industrialists

0

2.8 No. of other External Experts

1

2.9 Total No. of members

14

2.10 No. of IQAC meetings held No.

8

2.11 No. of meetings with various stakeholders: Faculty

5

Students

1

Non-Teaching Staff

1

Alumni

1

Others

0

2.12 Has IQAC received any funding from UGC during the year?

Yes

No

If yes, mention the amount ₹ 300,000/-

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

2

1

1

Total Nos.                      International                      National                      State                      Institution Level

(ii) Themes

Human Value Development Programme (HVDP) for faculty – in association with All India Association for Christian Higher Education – training programme for faculty from various nearby colleges on 10.08.2015

2.14 Significant Activities and contributions made by IQAC

- ✓ Minor research projects are taken p by faculty.
- ✓ National seminars in departments on relevant topics

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year

Plan of Action	Achievements
<ul style="list-style-type: none"> <li>✓ To encourage departmental seminars</li> <li>✓ To encourage faculty to engage in research and getting sanction for research projects</li> </ul>	<ul style="list-style-type: none"> <li>✓ Various seminars were arranged by the different departments &amp; clubs</li> <li>✓ Three national seminars were conducted</li> <li>✓ Applied for minor Research projects</li> </ul>

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body

Yes

No

Management

Syndicate

Any other

Provide the details of the action taken

The AQAR is presented and discussed with the Principal and incorporated the suggestions. He approved it for submission after detailed discussion





## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	18	7	10	1	26

faculty

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	0	9	0	0	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	8	4
Presented papers		3	
Resource Persons		2	

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Class room seminars, group discussions, industrial visits, field trips, and student projects are organised to supplement the conventional lecture method. Provision of free internet accessibility helped the students in their project preparations

2.7 Total No. of actual teaching days during this academic year

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

## 2.10 Average percentage of attendance of students

89%

2.11 Course/Programme wise  
distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA Economics	40	10	40	20	0	70
B. Sc. Physics	21	38.09	42.85	0	0	80.95
B. Sc. Chemistry	13	69.23	15.38	0	0	84.61
B. Sc. Botany	27	55.5	25.9	0	0	81.4
B.Sc. Maths	22	22.72	45.45	0	0	68.18
B. Sc. Comp. Sci.	15	-	53.3	-	6	60
B.Com	54	31.48	38.8	7.4	0	77.7
BBA	26	15.4	65.4	-	-	80.77
MA Economics	18	5.5	38.8	22.2	11	77.7
M. Com	15	20	33.3	6.66	0	60

## 2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching &amp; Learning processes:

Periodical evaluation of the progress is done at the individual and department level

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	1
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	1
Summer / Winter schools, Workshops, etc.	-
Others	-

## 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	6	0	0	5
Technical Staff	3	1	0	2

### Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- IQAC encouraged the undertaking of minor and major research projects by faculties
- IQAC encouraged the participation of teachers in National and International seminars

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	1		
Outlay in Rs. Lakhs				

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals		5	
Non-Peer Review Journals			
e-Journals		3	
Conference proceedings		3	

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2015-16	UGC	200000	200000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>	2015-16	KSCSTE	30000	30000
Any other(Specify)	2015-16	INSPIRE		
Total				

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges  
Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		3			
Sponsoring agencies		UGC			

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College   
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows  
 Of the institute in the year

Total	International	National	State	University	Dist	College
			1*			

\*(Dr. Elizabeth Thomas, Associate Professor in Malayalam won the state critic award)

3.18 No. of faculty from the Institution   
 who are Ph. D. Guides  
 and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
 National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
 National level  International level

3.23 No. of Awards won in NSS:

University level  State level

National level  International level

3.24 No. of Awards won in NCC:

University level  State level   
National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Blood Donation /Palliative Care
- Shapadikkoru snehaveedu-home to a homeless student

#### Criterion – IV

### 4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	12 acres		Management	12 acre
Class rooms	44			44
Laboratories	8			8
Seminar Halls	2			2
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)		1042615	UGC	1042615
Others -BOOKS	138697		UGC	138697

4.2 Computerization of administration and library

- New Computers with LAN Connection
- NRC
- Computer Lab/partially Automated Library

4.3 Library services:

	Existing		Newly added		Total		
	No.	Value	No.	Value	No.	Value	
Text Books	18689	106840	696	89050			
Reference Books							
e-Books	INFLIBNET FACILITY						
Journals	15		2				
e-Journals							
Digital Database							
CD & Video							
Others (specify)							

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	57	25	yes	3	3	5	13	8
Added	7	3				2		2
Total	64	28		3	3	7	13	10

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Attendance software installed and training given to staff
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4.6 Amount spent on maintenance in lakhs :

i) ICT	<input type="text"/>
ii) Campus Infrastructure and facilities	<input type="text" value="0.92000"/>
iii) Equipments	<input type="text" value="0.50000"/>
iv) Others	<input type="text"/>
<b>Total :</b>	<input type="text" value="1.42000"/>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Scholarships – various scholarships of central/state government-monitoring done with coordinators
- WWS, SSP programmes of the Govt. of Kerala have been effectively implemented and various enrichment programmes were conducted for students

#### 5.2 Efforts made by the institution for tracking the progression

Contact with students and former students

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others (DCA)
725	74		20

(b) No. of students outside the state

-

(c) No. of international students

-

	No	%
Men	339	37.77

Women

	No	%
	433	62.21

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
278	101	17	388	2	786	278	101	17	373	3	772

Demand ratio 2212:290

Dropout % 1.2



5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- SSP internal & external mentoring given to students
- WWS-enrichment classes
- ASAP-career orientation classes
- Counselling & guidance classes
- Scholarship by Mahindra group (20 students benefited)

No. of students beneficiaries

75%

5.5 No. of students qualified in these examinations

NET  SET/SLET  GATE  CAT   
 IAS/IPS etc  State PSC  UPSC  Others

5.6 Details of student counselling and career guidance

Counselling to Students needed-Counselling Committee at department level, SSP, WWS who handle the career tutorial programme

No. of students benefitted

75%

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
ASAP Malappuram Branch, TCS, Federal Bank	50	5	4

5.8 Details of gender sensitization programmes

- Women' s Cell Programme
- Seminar on women empowerment
- Self resistance women-defence mechanisms-classes

## 5.9 Students Activities

### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

### No. of students participated in cultural events

State/ University level  National level  International level

### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	45	50000
Financial support from government	15	
Financial support from other sources	500	342500
Number of students who received International/ National recognitions	Inspire Scholarship- 5 Students	

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: 02

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

***Vision Statement:***

“A college for rural development, established in an educationally, socially and economically backward area. Lived up to its motto and has been able to provide the best possible education to all the sections of the society. Being a college for rural development, we have a tremendous task to fulfill. Hope God almighty will open up new avenues through which we could reach out to the society around. Special care to equip students to face the global competition”.

***Mission Statement:***

Mar Thoma College Chungathara was established on October 28, 1981 by the Mar Thoma Syrian Church of Malabar, under the accomplished leadership of the great visionary, Rt. Rev. Easow Mar Timotheos Episcopa, with the motto ***“Let Your Light Shine”***. The college always tried to uphold the noblest Christian ideals and offered its services to the members of the society, irrespective of caste, creed and religion. The college seeks to mould the minds of young men and women by developing their physical, intellectual, artistic, moral and spiritual potentials. The college aims at quality education for the enlightenment and well being of all.

#### 6.2 Does the Institution has a management Information System

#### 6.3 Quality improvement strategies adopted by the institution for each of the following:

##### 6.3.1 Curriculum Development

Feedback on Curriculum

### 6.3.2 Teaching and Learning

ICT learning

### 6.3.3 Examination and Evaluation

- Internal Exam
- MCQ
- Surprise tests/Open house meetings with parents

### 6.3.4 Research and Development

More faculty to research & Publication

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

Additional Books

### 6.3.6 Human Resource Management

### 6.3.7 Faculty and Staff recruitment

New guest faculty recruited ( No permanent appointment) office staff recruited on contract basis for making up the shortage of staff

### 6.3.8 Industry Interaction / Collaboration

### 6.3.9 Admission of Students

- Purely on merit basis/ centralised admission process- Online mode by University-as per rules of the University of Calicut
- Community Quota admissions are done from the list provided y the University
- Management quota admissions are done by the management

6.4 Welfare schemes

Teaching	
Non teaching	Loan facility
Students	Scholarships instituted by well wishers of the management.

for

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done

Yes  No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	1	Yes	Dr. Rajan Varghese Dr. George Varghese
Administrative	Yes	government	Yes	Management

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes  No

For PG Programmes Yes  No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

#### 6.11 Activities and support from the Alumni Association

Alumni members visit college and conducted classes for the students

#### 6.12 Activities and support from the Parent – Teacher Association

Individual /Union Expenses, water harvesting facility  
Drinking Water Cooler, chairs to seminar hall

#### 6.13 Development programmes for support staff

#### 6.14 Initiatives taken by the institution to make the campus eco-friendly

- Green Campus
- Plastic free campus
- Micro Techniques for Chemistry Practical

## **Criterion – VII**

### **7. Innovations and Best Practices**

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Green initiative
- Election in Parliamentary Mode
- Campus Discipline
- Merit based admission
- Free noon meal programme for students

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Admission -Merit based
- IQAC- Periodic Checking of documents
- Academic Calendar

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- Free noon Meal Scheme
- Election in Parliamentary Mode
- Green initiative

*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- Classes for Environmental Day
- Planting Trees

7.5 Whether environmental audit was conducted? Yes  No

### **8. Plans of institution for next year**

- Solar power utilisation
- Appointment of Faculty
- Appointment of Non teaching staff –sanctioning of the new staff pattern
- completion of Women’s Hostel

*Dr. Raina Thomas*

*Signature of the Coordinator, IQAC*

*Prof. Abraham P. Mathew*

*Signature of the Chairperson, IQAC*

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