



Yearly Status Report - 2018-2019

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	MAR THOMA COLLEGE CHUNGATHARA
Name of the head of the Institution	Dr. Raina Thomas
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04931230306
Mobile no.	9446243903
Registered Email	mtcchungathara@gmail.com
Alternate Email	iqac2k16@gmail.com
Address	Chungathara
City/Town	Nilambur
State/UT	Kerala
Pincode	679334
2. Institutional Status	

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Rajeev Thomas
Phone no/Alternate Phone no.	04931230306
Mobile no.	9495081116
Registered Email	iqac2k16mtc@gmail.com
Alternate Email	mtcchungathara@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://mtcc.ac.in/wp-content/uploads/2018/08/AQAR-2017-18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	https://mtcc.ac.in/wp-content/uploads/2019/12/ACADEMIC-CALENDAR-2018-2019.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	A	3.15	2014	01-Apr-2014	04-May-2019
1	B++	80.04	2005	01-Nov-2005	31-Oct-2010

6. Date of Establishment of IQAC	03-Nov-2011
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Retirement Programme to the staff	20-Mar-2019 1	160

Activity under Swach Bharat Programme	11-Jul-2018 3	20
Felicitation programme to Rank holders	21-Aug-2019 1	150
Workshop on revised accreditation process	24-Sep-2018 1	60
Mock visit of peer team members in departments	15-Dec-2018 1	85

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

8

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Regular IQAC meeting to evaluate the academic activities of the college. ? Meeting of the Student Representatives ? Departmental auditing for ensuring regular documentation. ? Seminars on the Criteria wise evaluation and Plan of action ? Feed Back survey from students and Faculty.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Activity under Swach Bharat Programme	Cleaning activities and programmes conducted under Swach Bharat programme with the help of NSS
Workshop on revised accreditation process	Workshops conducted and taken necessary steps for the new format of accreditation
Introduction of Certificate course	Introduced new certificate courses
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14. Whether AQAR was placed before statutory body ?

No

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

15-Feb-2019

17. Does the Institution have Management Information System ?

No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

for rural development. It was started in an educationally and economically backward area with the aim of uplifting rural community through value - based education. It is situated in a locality surrounded by forest, which provides settlement to tribal community and caters to their educational needs as well. The college follows the curriculum designed by the University of Calicut. The staff council prepares an outline of the activities that are proposed to be implemented every year and directs the departments to follow an academic calendar based on the University syllabus, which is approved by the Internal Quality Assurance Cell. The college follows Choice Based Credit Semester System (CBCSS) under the University of Calicut for UG and PG programmes from 2014 onwards. The teachers prepare teaching plans and follow a well-structured teaching strategy using ICT facilities. The slow learners are identified based on their initial performance in class tests. To enhance their learning process remedial classes are arranged for them, which is included in the Student

Support Programme (SSP). Advanced learners are identified and are included in the Walk with Scholar programme (WWS) to improve their skills. The progress of the students is continuously evaluated through monitoring Attendance, Assignments, Seminars and Internal examinations. University examinations are held and results are published on time. Department-wise Parent-Teacher meetings and General PTA meetings are held periodically for the evaluation of the students' performance. Internal marks are published in the Notice Boards and complaints are resolved through an effective grievance redressal mechanism functioning in the respective departments and the College. Both Internal and External Evaluations are carried out using a Grading System. Students from other disciplines are provided an opportunity to familiarize their programme through the bridge course. Bridge courses equip the students to cope up with the programme they are admitted to. A well-equipped library with KOHA software, Reference text books, journals, publications, Databases like INFLIBNET and e-resources cater to the needs of the students. Faculty members, research scholars and PG students are provided with INFLIBNET user accounts. Hi-speed internet is provided at the library and to the departments. Science Departments have good laboratories. The Language lab is equipped with iTell- Orell (premium version) software to facilitate English language teaching and learning. Certificate courses and open courses are offered by various departments to the students for job opportunities and informative horizons. Department-wise seminars and discussions are arranged to provide insight into the recent developments in respective disciplines. 'Memorial Lectures' are also held. Field trips, industrial visits and projects are arranged for the students to experience real industrial situations. The curriculum is implemented to channelize the students into socially useful citizens of this country. The strategy of curriculum delivery in the college is properly documented on the college website and handbook. The curriculum is delivered within the scheduled framework of University and College calendar.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Introduction to Micro Soft Excel and SPSS(MTC ECOCC01)	Nil	02/08/2018	30	Employability	Programming Skills
Nil	Diploma in Computer Application	02/07/2018	30	Employability	IT Skills
LED Blub A ssembling, Usage and Applications	Nil	10/01/2018	30	Entrepreneurship	Entrepreneurial Skill
VEDIC Mathematics(math s)	Nil	16/10/2018	30	Employability	Computing Skill
Diploma in Basic Accounting(Commerce)	Nil	14/01/2019	30	Employability	Accounting Skill

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCom	COOPERATION	11/07/2018
BA	ECONOMICS	11/07/2018
BSc	PHYSICS	11/07/2018
BSc	CHEMISTRY	11/07/2018
BSc	BOTANY	11/07/2018
BSc	MATHEMATICS	11/07/2018
BSc	COMPUTER SCIENCE	11/07/2018
BBA	MANAGEMENT	11/07/2018
MA	ECONOMICS	11/07/2018
MCom	MARKETING	11/07/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	Cooperation	11/07/2018
BA	Economics	11/07/2018
BSc	Physics	11/07/2018
BSc	Chemistry	11/07/2018
BSc	Botany	11/07/2018
BSc	Mathematics	11/07/2018
BSc	Computer Science	11/07/2018
BBA	Management	11/07/2018
MA	Economics	11/07/2018
MCom	Marketing	11/07/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	101	13

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
YOGA	01/08/2018	23
AEROBICS AND ZUMBA	10/11/2018	19
SPOKEN ARABIC AND TRANSLATION	16/07/2018	53
COFE	18/06/2018	79
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	COOPERATION	55
MCom	MARKETING	18
BA	ECONOMICS	45
MA	ECONOMICS	16
BSc	PHYSICS	32
BSc	CHEMISTRY	23
BSc	BOTANY	20
BSc	MATHEMATICS	25
BSc	COMPUTER SCIENCE	17
BBA	MANAGEMENT	32
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained
<p>The College has several formal mechanisms to obtain feedback from different stakeholders. Free articulation of views is encouraged amongst all stakeholders by inviting them to write to the Principal via official email, which is in the public domain. The College has designed a Student Feedback Form to be duly filled by the students as an assessment of the teaching program and College infrastructure. There is separate dedicated link for Student Feedback on the College Website. The online facility of filling the data is provided to the students. Days are earmarked in each Semester to take the feedback from the students. Student feedback is also received through Student-Faculty Committee Meetings and classroom interactions. Feedback received from students is evaluated by individual teachers and department committees and used to leverage pedagogy and curriculum enrichment. There is a Suggestion Box outside the College Office for use by the students to express any grievance or complaint. The Box is opened every week by the College Administration under the supervision of the Principal. Such representations are addressed by the Principal through meetings with student and teacher bodies. Teacher feedback on curriculum and College infrastructure is received within the framework of Staff Council and Academic Administrative Audit. At the end of each academic session, the Principal convenes an Academic Administrative Audit with teachers to discuss academic planning and devise and/or revise pedagogical strategies based on the faculty's experience and feedback. The Staff Council Meeting on the opening day of the session recapitulates the decision for implementation of new pedagogic strategies and programs. The teachers have the opportunity to give feedback directly to their parent departments in the University when they are invited to develop or revise curriculum. The student and teacher feedback is</p>

comprehensively considered in the Academic Standards Committee meetings. The Principal monitors and reviews academic progression and implementation through the Monitoring Committee which receives feedback from the Academic Standards Committee. These mechanisms help to decide the options or new programs that the College may offer and for planning other curriculum enrichment extension activities. International and National feedback from the alumnae is obtained through alumnae interactions organized by different departments. Alumnae of the College actively participate in the activities of their respective departments, hold workshops, deliver seminars and facilitate pre-placement discussions, career counseling workshops and career placements. Alumnae feedback is also obtained from the Alumna Representative on the IQAC. It is further deduced from the expression of interest of national and international agencies and institutions that seek collaboration and engagement with various activities of the College. Feedback from the parents and their interaction with the College Administration and the Principal is organized on Orientation Days for College and the Hostels. Parents are also invited to interact with the faculty on College Annual Day and during College Admissions. Different departments organize interactive sessions with the Parents. Parent feedback is also received from the Parents. These practices have been appreciated by the parents and created a bond between the parents and the institution.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Economics	54	2652	54
BCom	Cooperation	54	2577	58
BSc	Physics	43	1217	30
BSc	Polymer Chemistry	29	711	19
BSc	Botany	34	1940	30
BBA	HRM	41	649	30
BSc	Computer Science	28	226	16
BSc	Mathematics	34	993	32
MA	Economics	14	182	14
MCom	Marketing	18	379	16

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	269	32	47	0	13

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
47	47	10	31	0	1

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

At the college level, the IQAC has constituted a Mentoring Cell comprising of a coordinator and three members. Mentoring Cell facilitates and coordinates the mentoring activities of each department by holding regular meetings. The cell organises orientation programs for the faculty members concerning the process of mentoring and the strategies that can be adopted for making it more effective. At the bottom level, 20 to 25 students are allotted to each faculty for mentoring and these mentees will be having the same mentor till they complete their respective courses from the institution. The faculty members are required to document the mentoring activities on a regular basis and the mentoring cell ensures proper documentation periodically. The mentor performs the following functions:- 1) arranging personal sessions with the mentees for identifying their major concerns and apprehensions 2) providing necessary guidance and encouragement for their personal and academic development. 3) monitoring the academic progress of the mentees based on examinations. 4) encouraging and assisting mentees to do online certificate courses such as SWAYAM and MOOCS. Mentees who need special psychological support will be referred to the counselling cell of the institution. Feedback of the mentees will be collected by the heads of the department and the same will be communicated to IQAC through mentoring cell. IQAC will analyse the feedback and proper steps will be adopted for the better functioning of mentoring activity. This includes organising workshops, seminars and other training programs for the faculty. Mentoring cell also organises motivational classes for the mentees.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
852	21	1:41

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
47	47	0	27	11

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	1	Nill	Kerala Basha Institute
2019	Nill	Nill	Nill

[View Uploaded File](#)

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last	Date of declaration of
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			semester-end/ year-end examination	results of semester-end/ year- end examination
BA	Economics	6	05/04/2019	04/09/2019
BSc	BSc	6	05/04/2019	21/05/2019
BCom	Cooperation	6	05/04/2019	21/05/2019
MA	Economics	4	10/07/2019	04/09/2019
MCom	Marketing	4	10/07/2019	04/09/2019
BBA	Management	6	05/04/2019	21/05/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As per the University guidelines our college follows Choice- Based Credit and Semester system. Syllabus and curriculum are approved by the concerned Board of Studies of the University of Calicut. Students are assessed systematically through internal examinations, assignments, field work, viva-voce, project works and attendance. They are given an orientation on internal assessments, conduct during examination and grading at the commencement of the course. A centralised Internal Examination Committee oversees the conduct of internal examination and timely publication of results. Schedules of internal examinations are published in the academic calendar. Question papers are prepared by the faculty members and submitted to internal examination committee. Students who are absent for the examination due to a genuine reason are given further chance. Internal examinations are conducted in each semester. The best two results in each semester are considered for internal assessment. Once results are published, faculty meets with parents to discuss the progress of students. Students are also evaluated on projects, assignments and seminar presentations about relevant and contemporary topics selected from syllabus. Internal evaluation marks and attendance percentage are published on the notice board regularly. A grievance redressal cell functions in the college for addressing the grievances of the students related to internal assessments. Grievances are settled timely, usually at the department level. Each department maintains a register for internal assessment to ensure transparency and efficiency. Internal marks are uploaded to the online portal of the University of Calicut. Methods of internal assessments are periodically updated or modified as per the university regulations.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

All the departments prepare academic plan for every academic year. On the basis of this, college prepare the academic calender. Co-curricular activities are also conducted based on academic calender. The college ensures 90 working days in each semester for completing the syllabus. Alternate arrangements are made to compensate the loss of working days. The academic planning of the activities is done well in advance, towards the end of the previous academic year. The duties are assigned to the faculty members. The Head of the department prepares the academic workloads and report to the Principal for initiating appointment of guest faculties for the next year. Hence, the post are filled from the very beginning of the academic year itself. Departmental meetings are conducted to divide the syllabus among the staff members and Head of the department ensures the completion of the syllabus. All departments maintain minutes book for staff meeting and alumni meeting. The department encourages participant learning like seminars by students, quiz competitions, group discussions and orientation programme. The topic for the project and assignments are given to the students at the beginning of the fifth semester so that the supervising teachers and

students can plan and prepare well in advance. The practical sessions are also planned to complete as per the schedule. Internal examinations are conducted for evaluating practical skills of students. Internal examination marks are added to continuous internal evaluation. As part of curriculum the field trips and internship are also conducted based on academic calendar.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://mtcc.ac.in>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
MTCEC	BA	ECONOMICS	42	32	76
MTCCM	BCom	COOPERATION	58	51	88
MTCPH	BSc	PHYSICS	29	23	79
MTCPC	BSc	POLYMER CHEMISTRY	23	14	61
MTCBO	BSc	BOTANY	28	22	79
MTCMT	BSc	MATHEMATICS	26	18	69
MTCBB	BBA	MANAGEMENT	34	9	26
MTCCS	BSc	COMPUTER SCIENCE	7	3	43
MTCME	MA	ECONOMICS	15	14	93
MTCMC	MCom	MARKETING	15	15	100
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://mtcc.ac.in>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	COMMERCE	2	Null
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
MALAYALAM	5
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication

No Data Entered/Not Applicable !!!

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
ABHAYAM	NSS	4	100
DHAAN UTSAV	NSS	3	52
VIMUKTHI	NSS	4	65
HOSPITAL CLEANING	NSS	4	100
FLOOD AFFECTED REA CLEANING	NSS	2	100
RESISTING COMMUNICABLE DISEASE	NSS	2	100
CHECK DAM CONSTRUCTION	NSS	2	100
ROAD CONSTRUCTION	NSS	2	100
SHUBH YATHRA (WHEEL CHAIR DONATION)	NSS	2	100
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NSS EXTENSION ACTIVITY	BEST NSSVOLUNTEER	GOVERNMENT OF KERALA	1
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
SWACHH BHARAT	DEPARTMENT OF ECONOMICS	SWACHH BHARAT INTERNSHIP PROGRAMME	2	16
PALLIATIVE CARE	DEPARTMENT OF ECONOMICS	PALIATIVE CARE	2	20

FREE NOON MEAL PROGRAMME	DEPARTMENT OF ECONOMICS	FREE NOON MEAL PROGRAMME	4	55
FREE NOON MEAL PROGRAMME	DEPARTMENT OF BBA	POTHICHORU	2	60
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
51.08	45.02

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Number of important equipments	Newly Added

purchased (Greater than 1-0 lakh)
during the current year

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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Koha	Partially	18.11.02.000	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	19659	115383	272	150422	19931	265805
Journals	23	57190	0	0	23	57190
CD & Video	161	0	8	0	169	0
Library Automation	1	0	0	0	1	0
Digital Database	1	5900	0	0	1	5900

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. George T M	IIT JAM Entrance preparation	Google Classroom	01/10/2018
Dr. George T M	IIT JAM Chemistry Syllabus	Google Classroom	04/10/2018
Dr. George T M	Acid Base Titrations- Part 1	Google Classroom	05/10/2018
Dr. George T M	Acid base titrations part-2	Google Classroom	06/10/2018

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwid th (MBPS/ GBPS)	Others
Existin g	60	1	2	1	1	2	8	100	0
Added	5	0	0	0	0	0	0	0	0
Total	65	1	2	1	1	2	8	100	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Media Centre	http://marthomacollegechungathara.org/wp-content/uploads/2019/12/4.3.4-SLIDES.pdf

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
No Data Entered/Not Applicable !!!			

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Student representatives in each department convey the requirements and concerns regarding physical, academic and other support facilities, which are then discussed in the department staff meetings. In the next level, priority-based needs of academic and co-curricular activities are forwarded by the respective Heads of the Departments, which are discussed and decisions are made in the Staff Council. If the proposals are of high expenditure, it is included in the budget plan and decisions are made in consultation with the management in the periodical meetings of the Governing Council. Laboratories are under the control of the parent department. Timely maintenance and cleaning of the instruments are managed by the department. Before using the instruments in the laboratory, the concerned person has to fill in the log registers kept in the department. Laboratory assistants appointed in each department are entrusted with the glassware, specimens and perishable items like chemicals. They inform the Head of the concerned department about the requirements for the purchase of these materials. The faculty in-charge of the computer lab and language lab makes sure that the systems are updated and working properly. At the beginning of every academic year, the faculty in all the departments are instructed to give the list of necessary reference books to be included in the library. This list is discussed in the purchase committee and given approval for the purchase. The timely service of an electrician helps in the maintenance of electronic equipment and ensures the proper electrical supply in the campus. A computer technician and network expert also supports the maintenance of IT infrastructure and ensures an uninterrupted network. A plumber, gardener and carpenter also provide their service in the campus upon request. The management makes a budgetary provision for maintenance of the infrastructure. Annual Maintenance Contract is executed with vendors/service providers for the proper maintenance of softwares and other equipment. The governing council takes decision for renovations in consultation with technical experts and the construction sub-committee makes a detailed plan on the construction works to be done in the campus. Any major purchase in the college is duly discussed in the purchase committee and the required recommendations are made according to the government norms. The management has appointed two last grade staff and four part time cleaning staff to maintain cleanliness in the campus.

CRITERION V – STUDENT SUPPORT AND PROGRESSION**5.1 – Student Support****5.1.1 – Scholarships and Financial Support**

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Endowments and Students Aid	30	70000
Financial Support from Other Sources			
a) National	Scholarships from Central and state Government	574	1850000
b) International	Nil	Nil	Nil
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Guidance for Competitive Examination	03/07/2006	236	Guidance for Competitive Examination
Career Guidance cell	10/07/2006	284	Alumni of Various Departments Logic School of Management and Career Guru and WWS Programme
Soft Skill Development Programme	03/06/2013	276	WWS
Remedial Coaching	05/06/2006	80	College
Language Lab	08/01/2007	30	Department of Languages
bridge course	07/07/2009	20	Department of Mathematics and Department of Commerce
Yoga and Meditation	08/07/2013	23	Department of Physical Education
Personal Counselling	05/06/2006	18	Department of Psychology
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for	Number of benefited students by	Number of students who have passed in	Number of students placed
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		competitive examination	career counseling activities	the comp. exam	
2018	Guidance for Competitive Examination	236	236	9	8
2019	Career Guidance cell	284	284	9	8
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	2

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	17	B.Sc. Physics	Physics	Various	M.Sc. Physics
2019	5	B.Sc. Mathematics	Mathematics	Various	M.Sc. Mathematics
2019	14	B.Sc. Botany	Botany	Various	M.Sc. Botany
2019	3	B.Sc. Computer Science	Computer Science	Various	M.Sc. Computer Science
2019	10	B.A. Economics	Economics	Various	M.A. Economics
2019	20	B.Com	Commerce	Various	M.Com
2019	6	BBA	Business Administration	Various	MBA
2019	1	B.Sc. Polymer Chemistry	Chemistry	Mar Thoma College Thiruvalla	M.Sc. Chemistry

No file uploaded.

5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	6
SET	2
SLET	4
TOFEL	1
Any Other	3
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Sports and Cultural	College	102
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	1	National	1	Nil	Nil	Nil
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Following the directions of the Government of Kerala, University of Calicut and Hon'ble High Court of Kerala, a parliamentary system of election is followed in the campus. The Student Council, namely the "College Union" has a Chair Person, Vice-Chairperson (Exclusively reserved for female students), General Secretary, Magazine Editor, University Union Councillors, General captain, Arts Club Secretary and the Class Representatives. The Principal is the President of the College Union. Under the guidance of a Staff advisor, the Union organizes various activities such as arts, sports competitions and other programmes. All the clubs, associations and forums have student representatives as secretary and joint-secretary. Advisory committee of NSS and Women Cell have student representatives in it thereby ensuring the participation of students. Charity services are being done throughout the academic years. Students Union has adopted some parallel schools in the backward regions of Nilambur Taluk. Students union arranged blood donation camp into the campus. Every year, World Environment Day, Teachers day, World Student Day etc. are celebrated by the active involvement of the union. Students are members of different academic and non-academic committees of the college like Grievance Redressal cell, Anti Ragging Committee. The College Union chairman is a member of the anti-ragging squad, RUSA. Vigilance committee for women students includes lady representatives from each class. College Union Chairman is the joint secretary of the ethics committee. NSS secretaries are also members of the same committee. A member from the teaching staff and members from the college union comprises the fine arts committee which organizes the arts programmes conducted within the college campus. Ethics committee Advisory committee RUSA IQAC

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

540

5.4.3 – Alumni contribution during the year (in Rupees) :

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 – Institutional Vision and Leadership**

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Mar Thoma College, Chungathara under the aegis of Mar Thoma Church is driven by Manager Rt. Rev. Dr. Thomas Mar Theethos Episcopa who is assisted by a democratically elected Governing Council which comprises of an elected representative of the teaching staff among its members. The general body of the Educational Society includes all the Heads of the Departments of the College, who ensures greater participation in the day to day activities of the College.

The Office Staff headed by office superintendent monitors the office administration. Decentralization is practised through various committees including Staff Council, IQAC, Library Advisory Committee, Grievance Redressal Cell, Anti Ragging Committee to mention a few. The Internal Quality Assurance Cell (IQAC) monitors and ensures the quality standards fostering excellence as envisaged in the vision and mission of the College. The suggestions and the feedbacks of the IQAC are instrumental in preparing the institutional plan. IQAC recommends the management to implement its suggestions based on its reports and feedbacks, for the enhancement of quality and facilities within the College. The Staff Council (College Council) is the statutory body where the HOD's, elected members, librarian, and office head are members, who play an important role in advising the Principal and Management on matters of academic administration, student affairs and other matters. The departmental meetings held in the presence of the Principal, discuss and evaluate the activities and functioning of the departments. Faculty are clubbed into various committees for preparing criteria-wise inputs, for the submission of NAAC reports efficiently under the IQAC. Recently our college got enlisted under Rashtriya Uchchatar Shiksha Abhiyan (RUSA 2.0) Project eligible for financial assistance of two crores from RUSA for improving and upgrading of the infrastructural facilities and student amenities. Preparation of RUSA 2.0 Proposal - Case Study The preparation of the detailed project report (DPR) and proposal for a fund of 2 Crore was completed within the stipulated time frame by the Project Monitoring committee (PMC). Members: 1.Principal 2.RUSA Coordinator 3.Staff Representatives for new construction, renovation and purchase, 4.Office Staff Representative, 5.Student Representative 6. Representative of Parents. Based on the proposal received from the departments and IQAC, the staff council formulated the project proposal and placed it before institutional level RUSA committee. The report is prepared under 3 heads, namely: - Infrastructural Development include Construction of PG and Research Block estimated to one

Cre. Renovation - include library, laboratory upgradation, campus beautification and maintenance of botanical garden with a proposed estimate of 40 lakhs. Purchase - purchase of laboratory equipments, IT Infrastructure, Books and Journals, Furniture, Audio Facility in seminar and Audio Visual hall. The proposal is finalised in consultation with the management and submitted to RUSA, State project directorate.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Teaching and Learning	Introduce e- attendance System for bringing transparency in student's attendance to ensure academic progress. The implemented e-Attendance system ensures ready availability of data regarding the Attendance procedure, Percentages, Absentees list, Student Profiles etc. and thereby brings it to the notice of Students. It also ensures greater clarity regarding the Academic progress made by students as they are intimated of their shortfalls.
Examination and Evaluation	Centralised College Internal Examnaion to evaluate Teaching-Learning Process Evaluation Students' feedback significantly showcases the actual quality of teaching learning process. The IQAC has brought several changes in the Students feedback process like Open house is conducted every year to ascertain the learning progress made by the learner and is conveyed to their parents on the occasion. This helps the teachers to keep a good rapport with the parents and thereby give suggestions for improvement if any . Centralised College Internal Examination: The college administers Centralised College Internal Examination during the semester end. This is taken as one of the components in accessing the internals. Internal Academic Audit annually conducted by Internal Quality Assurance Cell of the college. Internal Academic Audit of the Departments helped to assess the Strength weakness of the department and to prepare academic plan accordingly. ICT Enabled Language lab and classroom practices have also immensely helped in imparting quality education.
Curriculum Development	Introduction of Certificate Courses-

Tripartite Learning Model (TPLM) Our College offers 8 under-graduate, 2 post graduate and 1 Post Doctoral Programme under various streams of study. In addition to the above courses, IQAC under its new initiative started new certificate courses with the aim to equip students to meet global, vocational demands ensuring employability in 2018. The courses are designed to empower students at three different levels. 1. Certificate Courses- Vedic Mathematics, Introduction 1. to Excel and SPSS 2. Life Skill Courses- Spoken Arabic and Translation, Yoga (2017-18), Aerobics and Zumba, College Fitness Educational Programme (COFE) 3. Vocational Education and Training Courses (VET) - LED Bulb Assembling, Usage Application, Mushroom Cultivation Technology, Jewellery Making, Diploma in Basic Accounting, Diploma in Computer Application

Research and Development

IQAC encourages and motivates Teachers and Students to actively participate in research activities. With the continuing efforts both from the faculty and Management, Calicut university has recognized our College as one of the Research centres for Commerce in 2018 where Students can pursue research. The various research practices are - Regular Practice: UGC University Circulars pertaining to research/admissions/National Seminars, are circulated among the faculty and also are displayed on the common and departmental notice boards. With the help of the RUSA State Government grant, efforts have been made to enhance research infrastructure like laboratories, advanced equipments, modern ICT gadgets and access to e - learning resources. Adequate infrastructural support such as library, laboratory and reprographic facilities are provided by the college authorities. In an effort to promote research aptitude among teachers, they are encouraged to pursue Doctoral Degree Programmes and are granted leave under Faculty Development Programme (FDP). Support and motivation is given to the faculty to take up Major/ Minor research projects. Faculty members are granted leave to participate in short term courses and various workshops related to Research methodology and

	publication of papers. Teachers, awarded Ph.D. degree are felicitated by the Staff Council the Governing Council of the College and emphasize on publishing research papers in UGC recognized Journals. A Research Development Committee (RDC) has been formed in the college to monitor research activities.
Library, ICT and Physical Infrastructure / Instrumentation	? Installation of a solar power plant and the use of solar energy for the requirements of the campus has been successfully implemented. ? New Science Block. with labs with modern facilities ? Upgrading book magic to Introduction of Koha Software for library.
Human Resource Management	self appraisal of both teachers and NTS are conducted periodically and are judiciously appointed to various committees, cells and clubs. Feedback is collected from different stakeholders. Faculty are encouraged to attend international and national seminars and refresher courses. Being a research centre, the college encourages whole faculty to actively participate in research.
Industry Interaction / Collaboration	Institution encourages collaborative research. Seminars and workshops are conducted. Conducted placement drive improve industry-institute interaction
Admission of Students	As per university of Calicut norms

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	IQAC, Governing council, Staff council periodically analyses and takes necessary steps for the development of the college.
Administration	Automated ID card printing. Library automation. CCTV surveillance
Finance and Accounts	Finance and Accounts are managed by PFMS, SPARK, (ONLINE PORTALS) and Tally software application
Student Admission and Support	Fully automated online Admission Through Calicut University Online Portal. Student attendance
Examination	Online registration for University semester examination

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Best Practices in Higher Education	Nill	Nill	Nill	48	Nill
2019	Teaching Learning Using Online Resources	Nill	Nill	Nill	41	Nill
2018	Nill	Training Programme on UGC Pay Revision and Placement Procedures	Nill	Nill	Nill	12
2019	Nill	One Day Training Programme on Income Tax	Nill	Nill	Nill	13
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	1	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
21	21	10

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The College is having excellent mechanism for the transparent management of the financial resources. The funds provided by the management are audited annually and sent to the Sabha Manadalam. The management accounts are prepared digitally by management office. It is presented before the Governing Council for approval before and after Internal Audit by an authorized chartered accountant appointed by the Mar Thoma Church. The internally audited account which is approved by the Governing Council is submitted for External Audit by another authorized chartered accountant appointed by the Mar Thoma Church. The auditor's report is discussed in the Governing Council and their suggestions for improvement are implemented

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

1500000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	MTHEC	Yes	IQAC
Administrative	Yes	MTHEC	Yes	Governing Council

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Installation of water purifier, Retirement function(felicitation), YEARLY PTA funded projects.
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6.5.3 – Development programmes for support staff (at least three)

Financial Support for treatment, Training, PF Scheme, Festival Advance, Loan without interest, Retirement function(felicitation), Regular increments and periodic revision of salary
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

As a part of the post -accreditation initiative. The Management, the Principal and the college ceaselessly, with consecrated and continuous efforts was able to attain sanction from the university to be a recognized research Centre for Commerce in 2017. Construction of research centre is proposed under RUSA project. Research work: Five teachers have registered for PhD – 4 have been awarded their PhDs. 2 faculties have been granted FDP for pursuing research in past 5 years. 10 faculty members joined, among them four have PhD degree. 7 non-

teaching staff joined. College has applied for an NCC unit. B.Sc. mathematics and M.A. Economics converted into government aided program. College has applied for new UG and PG programmes. Introduction of green energy initiatives: Two solar units installed 5KW Solar smart and 10 KW solar grid project are installed in the campus. College installed 15 Kw Solar Grid Project and entered into a power sharing agreement with Kerala State Electricity Board in 2017 which enables the college to rent out the additional units to KSEB after meeting our power needs. 30 KW roof top solar power project proposed. New certificate programmes have been added as part of the IQAC initiatives. Four Certificate courses and three vocational courses have introduced. (details) Students are involved in Swatch Bharat Summer Internship Programme: As per the direction of UGC and MHRD, 19 students have completed the Swatch Bharat Summer Internship and became eligible for certificate. UBA Nodal Centre: Our College has been recognised as a UBA Nodal Centre from 2017 and our Officer in Charge facilitates/coordinates the Programmes of UBA Programme. Participated in NIRF 2020 Regular Academic and Administrative Audit: Our College conducts regular academic and administrative Audits both internally and externally by Management and Government. Starting of Certificate Courses: We started 6 subject related Certificate courses for the enhancement of life skills. Digitalization of Library by Installing Koha Software: Library has been upgraded to incorporate Koha automation and Library Management Software and provides OPAC facility to the Students. Basketball pavilion was constructed in the year 2018-19

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Understanding Feminism	28/09/2018	28/09/2018	100	54
NareeChetana	13/12/2018	13/12/2018	112	74
A work shop on jewellery making	05/02/2019	05/02/2019	20	0
awareness on 'self -defence' among girls	20/02/2019	21/02/2019	20	0

Talk on Menstrual Hygiene	08/03/2019	08/03/2019	89	0
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7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
The entire science block is working with Solar Energy, contributing 64.12 of the total power required by the institution.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	7
Ramp/Rails	Yes	7
Rest Rooms	Yes	7
Scribes for examination	Yes	7

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Hand Book	02/07/2018	NA

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NSS Day Celebration	24/09/2018	24/09/2018	87
International Human Right Day Celebration - A seminar on Human Rights in Contemporary India" by Adv. N Yasar	10/12/2018	10/12/2018	197
Easow Mar Timotheos Memorial Lecture: Role of Religion in Contemporary India by Justice Cyriac Joseph	29/10/2018	29/10/2018	239
Minority Rights	14/12/2018	14/12/2018	43

Day. NSS conducted a Quiz Competition		
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Students are encouraged to use the Public transport system, and 70 use it to reach College. 2. Regular cleaning of the camps and planting trees ensure carbon neutrality. 3. The architectural structure of the new buildings of the College provides natural lighting in the classroom, which reduces energy use. 4. Plastic items are not encouraged in the College campus. Steel and glassware are used in the canteen and hostel, reducing the plastic waste in campus. E-banners, Cloth banners, and chart paper posters are used for seminars, workshops, and other such programmes. The institution follows the Green Protocol while conducting different programmes inside the campus. 5. The campus has around 226 species of plants, including herbs, shrubs, and big shady trees. The department of Botany maintains the botanical garden. With the help of nature club members, display boards showing the importance of conserving our nature are fixed all over the campus. The institution conducts tree plantation drive with the Nature Club, Forestry Club, Bird Watching Club, and Social Forestry Department, Govt of Kerala, every year. 6. Nature conscious programmes were organized by Department of Botany, Nature Club, and NSS to ensure the participation of students in the green campus initiative. This includes a cleaning drive to remove the plastic waste in the campus and a spot photography competition for students by featuring the conservation of nature. Wetland day, Ozone day, Etc. are observed, and various competitions such as poster designing, painting, pencil drawing, photography exhibition, and quiz were conducted.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Students Initiative in Palliative (SIP) is a sub-organisation of palliative care, aims to encourage the active participation of the students in the work of palliative care. The key motto of the SIP is to provide sufficient care, and attention to the bedridden patients and encourage them to the line. Each volunteer of the SIP is actively involved in the programmes of palliative care and provide enough confidence and energy to debilitated patients. As our college situated in rural areas where people have to travel long distance for getting medication, the college community has taken special initiatives in Palliative care. Most of the families cannot afford the huge amount needed for the treatment and the follow-up. Moreover, the psychological levels and confidence of the patients and families need to be taken care of. Placing energetic youngsters at the centre of any development processes can ensure inclusiveness and sustainable participation. SIP is a programme that enables the students to organise adequate and affordable support programmes for the bedridden incurably ill and dying people. In collaboration with the nearby palliative care center "Snehatheeram", students from Mar Thoma College have been conducting different social service activities during holidays and other special days. The services are spread across Chungathara Panchayath and has been continuing for the past two years. Some of the activities by SIP are listed below. 1. They provide immense help and support with demolishing of old houses. 2. Help with the reformation of houses of the people of low income. 3. Students go to the houses of low income-bedridden patients and assist with their daily routines. 4. Students have participated in constructing new houses at the hillsides (areas of higher altitudes) by bringing the materials for the same. 5. Students are actively involved in the social services at each palliative day care centre. 6. College celebrate Palliative Care day by conducting classes, seminars, flash mob and rally for creating awareness in the

society. II. Housing Project The Mar Thoma College, Chungathara is one of the prestigious institutions of the Mar Thoma Syrian Church of Malabar, an institution established with a vision to uplift the socially, economically and educationally backward communities of Malappuram District. The management has launched this Higher Education institution in this area to help the people in their struggles for creation of a better society, by providing them knowledge based technical skills, exposure to new avenues of knowledge and to create knowledge based morally oriented new generation. These privileges were not available to the people of this area. This institution also aims at helping the needy in this locality to attain at least the basic human needs to bring them to the mainstream of the society. As the college is situated in a rural area, the institution has taken up the responsibility of providing Higher Education and the development of rural people and thereby fulfilling the mission, vision and objectives of the institution. The influence made by the institution in the various levels of the society is tremendous and it is evident in the progress of society. The activities of the management are student oriented. The institution aims at the enlightenment and well being of all. Being a human being, it is important to identify the needs of fellow beings and support them. One of the basic needs of man is home. Taking up the Housing Project for the last 3 years is a part of this awareness. In 2018 -19, the NSS units of Mar Thoma College has started a new housing project 'Abhayam'. The project was inaugurated by Dr. K. Muhammed Basheer, Vice Chancellor, University of Calicut on 13th December 2017. The college constructed a house of 900 sq.ft. for Mr. Thomas his family at Kodalipoyil. The total expenditure came around 6 lakh including the sponsorships. The house is dedicated by the College Manager Rt. Rev. Thomas Mar Theethos Episcopa on 30th January 2019.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://mtcc.ac.in/wp-content/uploads/2021/11/Best_Practices_2018_2019.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Mar Thoma College, Chungathara, An Institution for Rural Development. The College, situated in an educationally, socially, and economically backward rural area, has taken up the responsibility of uplifting the underprivileged sections of the society in Chungathara and the neighbouring regions. Our knowledge of who we are and what we have inherited gives Mar Thoma community context to show our fidelity and confidence in our existence. When the College was established in 1981, the only nearest Higher Education Institution was at Mampad, twenty kilometers away. The area where the College is situated has a large population of migratory and minority communities. Families of these communities lack adequate facilities for formal education for their children. In addition to the usual programmes, we offer various subject-related certificate courses /Vocation Education Training and life skill development courses to enable the students to improve their skills and make them employable. We share our societys basic impulses, drives, emotions, passions, needs, and dreams. Our senses are awakened, our awareness enlarged, and our visions made more intense. We see more, hear more and above all we feel more. By responding to the local communitys needs, the institution contributes to the development of the neighbourhood, and the process positively moulds the students to be responsible citizens. So in addressing such social concerns, the management, staff and students are fulfilling the institutional responsibility by providing education to the rural community. It helps us in fostering a close relationship between the institution and the local community. From the beginning of the College, more than 60 of the students population are women.

The College plays a vital role in education and social development, especially for women in the locality. Due to the scarcity of higher education institutions in the nearby area, the families in the area got a golden opportunity to educate their girls due to the presence of this College. The College made a special effort to inspire differently-abled students from the minority community. Many of them had overcome their limitation and served society successfully. The College also provides hostel facility for women students. The women's cell of our College arranges various programmes to create awareness related to gender sensitivity issues. For empowering the youths in the locality, the physical education department of this College provides free coaching in football, Korfball, Netball, Yoga and Aerobics. The physical education department renders services to the students of nearby schools, like Uppada Mission complex, GLPS Pookkottumanna, GLPS Chungathara, Mar Thoma High School Higher Secondary School, Chungathara. Many of these students who participated in this coaching have achieved state and national-level medals. The college playground is given to the public for the different sports events organised by the Panchayat, Block, and church organisations nearby schools. The locality people also use it for fitness trials for various PSC tests. The College offers different endowments for academically bright but financially backward students. Students from the Department of Mathematics voluntarily assist weak students in mathematics, especially those preparing for board examinations in nearby schools.

Provide the weblink of the institution

<https://mtcc.ac.in/wp-content/uploads/2021/11/Institutional-Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

Completion of Third cycle of NAAC Accreditation Process. Commencement of new Post Graduate programme in Physics as per the direction from University of Calicut. Introduction new Certificate courses in various disciplines. Construction of a new academic floor for Department of Physics in the Science Block. Registration of the Institution as local chapter in SWAYAM/NPTEL. Construction of the new academic block and renovation of library and Classrooms under RUSA Project. Signing of MoUs and linkages with centers of excellence in each discipline. Start the Registration procedure for the Alumni Association of the college. Increase the number of Placement Drive programs. Conduct seminars and workshops on Revised NAAC Accreditation process. Construction of Toilet block for the students in the academic block. Decided to increase the number of Fellowships for students. Conduct the academic audit in the institution.