



YEARLY STATUS REPORT - 2020-2021

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 its own campus?	Yes
• Phone no./Alternate phone no.	04931230306
• Mobile no	9446243903
• Registered e-mail	mtcchungathara@gmail.com
• Alternate e-mail	iqac2k16@gmail.com
• Address	Chungathara
• City/Town	Nilambur
• State/UT	Kerala
• Pin Code	679334
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	University of Calicut																								
• Name of the IQAC Coordinator	Dr. Rajeev Thomas																								
• Phone No.	04931230306																								
• Alternate phone No.	9495081116																								
• Mobile	9495081116																								
• IQAC e-mail address	iqac2k16mtc@gmail.com																								
• Alternate Email address	mtcchungathara@gmail.com																								
3.Website address (Web link of the AQAR (Previous Academic Year))	https://mtcc.ac.in/wp-content/uploads/2021/10/AQAR%202019-2020.pdf																								
4.Whether Academic Calendar prepared during the year?	Yes																								
• if yes, whether it is uploaded in the Institutional website Web link:	https://mtcc.ac.in/hi/academic-calendar/																								
5.Accreditation Details																									
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 2</td> <td>A</td> <td>3.15</td> <td>2014</td> <td>01/04/2014</td> <td>04/04/2019</td> </tr> <tr> <td>Cycle 1</td> <td>B++</td> <td>80.04</td> <td>2005</td> <td>01/11/2005</td> <td>31/10/2010</td> </tr> <tr> <td>Cycle 3</td> <td>B</td> <td>2.43</td> <td>2021</td> <td>15/02/2021</td> <td>14/02/2026</td> </tr> </tbody> </table>	Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 2	A	3.15	2014	01/04/2014	04/04/2019	Cycle 1	B++	80.04	2005	01/11/2005	31/10/2010	Cycle 3	B	2.43	2021	15/02/2021	14/02/2026	
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Cycle 3	B	2.43	2021	15/02/2021	14/02/2026																				
6.Date of Establishment of IQAC	01/09/2005																								
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,																									
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Dr Anwar Shafi	Academic Schemes	National Council for Promotion of Urdu Language	2020	105000																					
8.Whether composition of IQAC as per latest NAAC guidelines	Yes																								

<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	6
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> • If yes, mention the amount 	2
11.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. NAAC SSR submission process.Review of NAAC accreditation.	
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	

Plan of Action	Achievements/Outcomes
Submission of NAAC SSR data and get accredited	College Accredited with NAAC GRADE B 2.43
Establishment of College Alumni Association	Alumni meetings held and decided to become a registered body.
Establishment of MOODLE LMS platform	mOODLE LMS platform was purchased and efficiently utilized for teaching learning process
Creation of E-content in social media platforms	E-content created in social media platforms and made available to the student community
Training programmes to equip students and faculty for online mode of teaching learning process	Training programmes conducted to equip students and faculty for online mode of teaching learning process, reviewed the process and online content and study materials were distributed, which helped the students to learn through online mode of education
Participation of Students in MOOC courses through SWAYAM, Courseera portal	Students participated and got certificates for various MOOC courses through SWAYAM, Courseera portal
Subjectwise seminar series	Five departments conducted subject related lecture series through online mode
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
College Governing Council	15/01/2024
14. Whether institutional data submitted to AISHE	

Year	Date of Submission
2020-2021	31/03/2022

15. Multidisciplinary / interdisciplinary

The Vision of the college is to transform itself into a holistic multidisciplinary autonomous institute: Institutional Development Plan has been developed for initiating new disciplines, and keeping pace with the Global needs. SWAYAM Local Chapter: The College was partnering as SWAYAM-NPTEL Local Chapter since 2019. Through this we have been promoting various Multidisciplinary/interdisciplinary self-study courses across commerce, humanities and science streams. The college aims to develop more multidisciplinary/interdisciplinary research projects between various disciplines computer science, BBA, commerce, economics, Botany, Mathematics, Polymer Chemistry and Physics. The curriculum includes credit-based courses and projects in the areas of social service, environmental awareness, and value-based education towards the accomplishment of an inclusive and multidisciplinary education : The syllabus has been revised since 2019, to integrate compulsory self-learning audit courses (one every semester for the first 2 years of undergraduate course and 1 / semester for PG courses), and involvement of each student in outreach programmes, for the successful completion of the course. Every student is thus, a member of either NSS/Compulsory Social Service / Swatch Bharat / student Initiative in Palliative Care/ Unnath Bharat Abhiyan activities, so as to get involved naturally into community engagement activities.

16. Academic bank of credits (ABC):

The institution is proactively preparing to meet the Academic Bank of Credits (ABC) requirements outlined in the National Education Policy (NEP) 2020. As an affiliated college, we are awaiting the university's registration with the ABC. Meanwhile, the college is guiding each student to set up a DigiLocker account to store their certificates digitally. This initiative ensures that students can seamlessly transfer their academic records to their ABC account once the university's registration is complete. The institution serves as a Local Chapter of renowned online learning platforms like Swayam and NPTEL. This enables students to enroll in credit-earning courses offered by prestigious national institutes. Additionally, each department establishes Memorandums of Understanding (MoUs) and collaborative initiatives with other institutions and colleges that specialize in relevant disciplines. These partnerships facilitate the exchange of knowledge and resources, enriching the academic experience for students and promoting interdisciplinary learning

opportunities. Faculty members participate in the Board of Studies of their disciplines, and get involved in design of textbooks, reading materials, online assignments, and assessments.

17.Skill development:

The institution strengthen the skill development through various certificate courses, life-skill and soft skill development courses. Each department has planned certificate courses aiming at Skill-development, and offers to students, along with the normal courses. The syllabus is drafted by the department emphasising humanistic, ethical, constitutional and universal values. Based on this, the tutors impart the relevance of a value system and demonstrate the practical significance of values like truth, peace, righteousness, non-violence, scientific temperament. Audio- Visual and print media are used to transact the same. The College is providing Value-based education and addresses the cross-cutting issues through the curriculum, to inculcate positivity amongst the students that include the development of humanistic, ethical, constitutional, and universal human values, righteous conduct, nonviolence, scientific temper, citizenship values, and life-skills. Institution's efforts to design a credit structure to ensure that all students take at least one certificate courses/life skill/soft skill development courses before graduating. As per University guidelines, no credit is earned for completing certificate/add -on course, however college ensures that each student completes a course before graduation. Alumni, who have mastered various skills are invited to impart the real-life scenarios, so as to bridge the gap between theoretical knowledge acquired from classroom learning.

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

The institution is committed to integrating the Indian knowledge system into its curriculum through both offline and online courses, emphasizing teaching in Indian languages and incorporating cultural elements. Rituals and festivals are celebrated on campus to deepen students' understanding of India's rich heritage. Events such as Mother Tongue Day and Hindi Week promote linguistic diversity and appreciation of Indian literature. Extra classes are provided for students choosing Hindi as a second language to enhance their communication skills. Economics curriculum (Complementary course: History) focus on Indian heritage and culture, including translations of classical Indian literature. Regional language classics are also part of relevant syllabi. Faculty training ensures bilingual classroom delivery, aligning with Kerala government principles of bilingual operations. Students are taken on field

trips to explore traditional knowledge. For example, Botany students visit tribal hamlets in Kerala to study tribal medicines and traditional healing systems. Economics students visit to learn how tribes identify and use economically valuable resources for producing healthcare products. The college conducts workshops for teachers to enhance linguistic, methodological, and ICT skills, improving bilingual teaching. All degree courses are taught in Malayalam and English. Student-led arts festivals showcase traditional performances, fostering cultural preservation and student engagement. The College Union organizes inclusive celebrations of national festivals and traditions, promoting cultural understanding and unity among students. Overall, these initiatives enrich students' educational experience, fostering appreciation for India's diverse linguistic and cultural heritage.

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

Outcome-Based Education (OBE) is an educational approach that emphasizes the learning outcomes of students. It focuses on the skills, knowledge, and attitudes that students should be able to demonstrate upon completing a course or program. IQAC plays an integral and active role to ensure that OBE is practised in the campus. Students are informed about OBE right from the admissions and is further explained to them during orientation and also by the respective course teachers. Programme and course outcomes for all programmes of all the courses are displayed on college website as well. The progression to higher studies and placements have been monitored to assess the learning outcome of the students. Out of the 48 faculty members, 24 have undergone Faculty Development Program on outcome based education. It has also been ensured that one faculty from each department has undergone training in OBE. The Institute is also planning to conduct a hands-on workshop on OBE in the month of October 2021.

20.Distance education/online education:

The college is preparing to offer distance learning courses taught by its own teachers who are experts in their fields. Currently, we are conducting several training programs for students within the college. We also plan to expand these courses once the government approves. We are also utilizing technology to facilitate teaching and learning. The college has joined NPTEL and SWAYAM platforms, which allows students to sign up for courses that enhance their studies or explore new interests. Each department has an assigned individual who encourages and assists students in enrollment, and teachers with expertise in specific subjects are available to guide them. Students use computer labs to complete their coursework and

assignments. They are also encouraged to create a 'Digilocker' account, which will help them later when the college joins the Academic Bank of Credits (ABC). Right now, the college is waiting for the university to join ABC before it can join too. As a good practice, the college is teaming up with national initiatives like NPTEL and SWAYAM, giving students the chance to earn credits for taking online courses. Overall, the college is striving to facilitate learning by offering online courses from various universities, even while students are on campus.

Extended Profile

1. Programme

1.1	418
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	920
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	138
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	290
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic	
3.1	48
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	48
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	47
Total number of Classrooms and Seminar halls	
4.2	81.00642
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	65
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Affiliated with the University of Calicut, Mar Thoma College prioritizes curriculum delivery aligned with local and global developmental needs. The institution employs the Choice Based Credit Semester System in all UG and PG programs, starting the academic year with Staff Council and Department Meetings in sync with the University's calendar. The IQAC consistently shapes a curriculum integrating Program Outcomes, Programme Specific Outcomes, and Course Outcomes. Amid the Covid-19 pandemic, Google Classroom and Moodle are extensively utilized for effective delivery through

videos, audio clips, and other materials.

Teacher's Diaries, vital for documenting curriculum transactions, are monitored regularly by the Principal and Heads of Departments, ensuring successful implementation during the pandemic. Evaluation methods include online internal examinations, assignments, seminars, and discussions of University question papers.

The college's student-centric approach is evident through projects, fieldwork, and internships. Communicative English addresses global developmental needs, while participation in the National Service Scheme and Palliative Initiatives fosters social commitment. The institution encourages advanced learning with interdisciplinary courses, certificates, and online courses through Swayam, promoting a holistic education aligned with the principles of NEP2020.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://mtcc.ac.in/academic-calendar/

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

Mar Thoma College Chungathara is renowned for its unwavering commitment to academic excellence, notably demonstrated through its meticulous adherence to a well-structured academic calendar. The institution's identity is shaped by its disciplined approach, ensuring that all curricular and extracurricular activities align seamlessly with the predefined calendar. This commitment extends to Continuous Internal Evaluation (CIE), integrated into the academic calendar, emphasizing a holistic approach to education.

The college's strength lies in its detailed planning and execution, with departments synchronizing their activities with the overall calendar. This practice not only instills discipline among students but also fosters a conducive and organized learning environment. The inclusion of CIE within the calendar promotes continuous improvement, providing students with regular assessments and timely feedback to enhance both academic and personal growth.

Beyond traditional academics, the institution extends its adherence to the academic calendar to encompass extracurricular events, workshops, seminars, and cultural activities. This meticulous

planning contributes to a sense of responsibility and punctuality among students and faculty, fostering a well-rounded and disciplined academic community. In summary, Mar Thoma College Chungathara's commitment to its academic calendar is a cornerstone of its reputation for academic excellence and holistic education.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://mtcc.ac.in/academic-calendar/

1.1.3 - Teachers of the Institution participate in A. All of the above following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

12

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

56

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

331

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Our college, follows a curriculum designed by the university. It emphasizes the development of socially responsible and ethical behaviour in its program outcomes. The syllabus includes courses and value-added courses that address professional ethics and ethical issues in different fields. Postgraduate programs include mandatory audit course on professional competency and require plagiarism

reports for project reports. Undergraduate programs include four-credit course on gender studies and audit courses on disaster-management and intellectual property rights to instill human values. The institution integrates cross-cutting issues like gender, environment, sustainability, human values, and professional ethics through certificate courses and invited talks. The grievance redressal committee, internal complaint committee, student-welfare, mentoring committee, and anti-ragging cell, address social issues for students. Counselling facilities are available in a three-tier system to tackle student issues. The institute's eco-friendly infrastructure includes rainwater harvesting, solar panels, LED bulbs, and college organizes activities like Swachh Bharat Abhiyan, International Women's Day, blood donation camps, and other NSS initiatives. The NSS wing promotes environmental awareness through activities like tree-plantation drives, water conservation, health check-up camps, plastic-free initiatives, and blood donation camps. The institute conducts programs for gender sensitization, including self-defense workshops, seminars, and awareness-campaigns to educate students about acts, rules, and legal consequences.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

10

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

273

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://mtcc.ac.in/wp-content/uploads/2021/11/FEEDBACK%20ANALYSIS%202020-2021.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://mtcc.ac.in/wp-content/uploads/2021/11/FEEDBACK%20ANALYSIS%202020-2021.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

346

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

97

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

During the COVID-19 pandemic, Mar Thoma College Chungathara adapted its educational approach to accommodate the unique circumstances.

The college conducted online entry-level tests to assess students' learning levels and categorized them as advanced or slow learners. For slow learners, peer teaching sessions were organized online, while advanced learners were directed to enroll in Swayam online courses for further advancement.

To foster interactive learning, various student-centric activities were implemented, including seminars, assignments, group discussions, and project preparations. The college also utilized conventional teaching methods enhanced with modern tools such as charts, diagrams, illustrations, working models, and demonstrations for both theoretical and practical subjects.

Collaborative learning practices were emphasized through group discussions and online surveys. These initiatives aimed to engage students actively in their learning process despite the challenges during the pandemic, ensuring that education remained accessible and effective.

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

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
920	48

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Student centric learning focuses on placing the student at the Centre of the learning process with an emphasis on their active participation and encouragement. This approach aims to enhance learning experiences and promote the holistic development of students. Various student centric methods such as experiential learning, participative learning and problem solving methodologies

are employed to enrich the learning experiences. Final year degree and PG students are given project works which are supervised by project Guides. Workshops and interactive sessions are conducted to enhance student's proficiency in soft and communication skills. To promote participative learning, students are encouraged to deliver seminars on selected topics through online mode. During pandemic, virtual camps were conducted by NSS. Students participate in the learning process by attending online seminars using Zoom, Google Meet and took part in group discussions and debates. Teachers continue to use various methods from traditional power point presentations to YouTube videos for quality content delivery. Post Covid lockdown year has promoted online learning and faculty members use online tools to enhance student centric learning. Participative learning is initiated through webinars, online quizzes, open textbook examinations etc., Faculty members and students are encouraged to do online certificate courses like Swayam NPTEL, Edx and coursera.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The institution has embraced a range of Information and Communication Technology tools to enhance the student-centric learning process, particularly in the post-Covid era. Google-Meet, Google-Classroom, YouTube, Moodle app, and PowerPoint presentations are integral components used to facilitate interactive learning experiences within the mathematics curriculum. Faculty members employ these tools to deliver live lectures, engage in Q&A sessions, and provide opportunities for student participation and clarification of mathematical concepts. Google-Classroom serves as a platform for sharing lecture notes, assignments, and additional resources, fostering increased student engagement. Moodle, a popular learning management system, plays a pivotal role in creating online courses and monitoring student progress through quizzes and assignments. PowerPoint presentations are widely used for effective teaching, complementing the overall ICT-enabled teaching-learning process. Practical sessions, online courses, journals, tests, LCD projectors, educational videos, and open resources like e-PG Pathshala and NPTEL video lectures are integrated to enrich the

learning experience. The institution encourages students to access open resources like Shodhganga, National Digital Library of India, and INFLIBNET facility, promoting accessibility to non-print materials. The comprehensive adoption of ICT tools enhances accessibility, engagement, and the effectiveness of the educational process within the Department, particularly in the context of the evolving educational landscape post-Covid.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

48

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

48

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

16

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

344

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Our college is working under the rules and regulations of the University of Calicut. We follow choice-based credit and semester system. Students are systematically assessed based on written examinations, seminar or assignment and classroom participation. Students from the science department are also assessed on the basis of Laboratory performance, experimental skills, maintenance of rough and fair records and performance in viva voce. Our college level Examination committee coordinates the conduct of internal examinations in a centralised model. Teachers conduct unit tests, monthly tests, and record the marks secured. Evaluation of seminars,

assignment, Tests are also executed through online modes such as Moodle LMS, or Google classroom. Class tutors prepare monthly attendance and attendance progress certificates at the end of each semester. Consolidated marks of attendance, internal exam, seminar presentations are published in the department notice board. And also we keep students signed copies of internal marks. Once result are published, parents meeting will conduct to discuss the progress of students.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Any grievance regarding internal score is brought to the notice of the teacher as soon as the internal is published on notice board. The teacher examines the matter and take appropriate action. If the problem persists, the student can approach the HOD. It is put forth in a departmental meeting and the disputes and remedies are entered in the minutes of the department meeting. If the grievance remains unresolved, the student can approach the Grievance-Redressal Cell of the college. The Grievance-Redressal Cell with Principal as the chairperson and a faculty as the Convener examines the matter and take a decision which will be officially informed to the student. If the student is still not satisfied, s/he can file a written complaint to the Grievance Redressal Cell at the University. The Controller of Examination takes a decision with regard to the examination related grievance at the university level. We ensure transparency through prior declaration of the dates of internal examinations; three level signature of the internal marks from students, the publication of monthly attendance report, providing adequate time for seminar preparation and assignment submission, additional exams and retests for slow learners, differently-abled and students who represent the institution in arts and sports.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

IQAC actively pursues student input throughout the admissions process. Students are given detailed information on the programs' results. The college has advancement programs on Gender Empowerment and Sensitization Entrepreneurial development, capacity building, and skill development. POs and COs define the expected levels of knowledge; aptitude and skills required by the students for higher studies; research and employment; and effective contribution to society, by inculcating scientific temper, social awareness and responsibility.

An outline of each program is available on the college website. Students are introduced to the COs through the Bridge Course that the Departments give to incoming enrollees. The departments set up meetings to discuss the COs of projects and dissertations.

The college's internal evaluation system operates well. Classroom activities like presentations, debates, discussions, laboratory performance and role plays help the faculty to evaluate the student and to gauge the level of achievement in terms of COs.

All final year students are required to submit a project/ dissertation as part of their programme. Each department regularly conducts Result Analysis. Students' and placement are clear indicators of the attainment of POs. Students have qualified NET, JRF, SET, GATE etc. Indirect assessments were made through Feedbacks, course exit survey etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://mtcc.ac.in/wp-content/uploads/2020/08/Hand%20Book%202020.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

IQAC plays an integral role to ensure that OBE is practised in the campus. Students are informed about OBE right from the admissions and is further explained to them during orientation and by the respective course teachers. Programme and course outcomes for all programmes of all the courses are displayed on college website. Students are assessed based on written examinations, seminars or assignment and classroom participation. Students from the science department are also assessed on the basis of Laboratory-performance, experimental-skills, maintenance of rough and fair records and performance in viva voce. Our college level Examination committee coordinates the conduct of centralised internal examinations. Teachers conduct unit tests, monthly tests, and record the marks secured. Evaluation of seminars, assignment, Tests are executed through online modes such as Moodle LMS, or Google classroom. Class tutors prepare attendance progress certificates at the end of each semester. Consolidated marks of attendance, internal exam, seminar presentations are published in the department notice board. Once the results are published, parents meeting will be conducted to discuss the progress of students. The progression to higher studies and placements have been monitored to assess the learning outcome of the students. Out of the 48 faculty members, 24 have undergone FDP on outcome based education. It has been also ensured that one faculty from each department has undergone training in OBE.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

232

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://mtcc.ac.in/composition/sss/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

1.05

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

7

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://www.urducouncil.nic.in/

3.2 - Innovation Ecosystem

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

College has actively cultivated an innovation-ecosystem, remaining steadfast in its commitment to noble values and responsibilities, even amidst the challenges posed by COVID-19 pandemic. The institution has spearheaded technological initiatives aimed at fostering the creation and transfer of knowledge among the youth. The introduction of 'Mar Thoma Moodle, a Learning Management System, and the implementation of G Suite for content creation and dissemination underscore the college's dedication to embracing digital platforms. To further enhance research and innovation, the college organized a comprehensive series of webinars addressing crucial aspects such as research problem identification, methodology, applied statistics, literature review, research report writing, plagiarism, ethics in research, and intellectual property rights in Botanical Sciences. Additionally, the institution facilitated virtual sessions for young entrepreneurs, featuring experts in diverse fields. Noteworthy speakers like KV Anwar, Jose Priyanka, Tony Jose, and Smt. KP Beena shared valuable insights on business

strategies, practical approaches, media opportunities, and the entrepreneurial journey. Departments within the college have been actively engaged in organizing subject-specific webinars and virtual meetings regularly, demonstrating a dynamic and resilient approach to knowledge dissemination during the challenging times of the pandemic. This comprehensive strategy reflects Mar Thoma College's commitment to nurturing a vibrant ecosystem for innovation and knowledge exchange

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://iic.mic.gov.in/

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

14

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

4

File Description	Documents
URL to the research page on HEI website	https://dor.uoc.ac.in/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

31

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

6

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Mar Thoma College has demonstrated a profound impact on sensitizing students to social issues and fostering holistic development through its dedicated extension activities. The institution has

strategically directed its outreach efforts towards neighboring communities, particularly adopting tribal villages. The extension initiatives are designed to address crosscutting societal issues through various programs, aligning with specific objectives.

The college's extension activities encompass working during emergencies, promoting health hygiene and family welfare, preserving an environment free from pollution, environmental enrollment and conservation, and fostering inclusiveness. Notable initiatives include conducting health and hygiene drives in tribal villages like Kotteppadam, administering COVID surveys, organizing Swachh Bharath drives, and cleaning and rejuvenating the Punnapuzha River. The college has also actively engaged in cleaning and sanitation efforts at private bus stands, creating tree consciousness, extending support to the underprivileged and patients, and imparting self-defense training to girls. Calicut University's compulsory social service scheme fosters community engagement, emphasizing students' role in societal development through meaningful extensions like student Paliative.

This multifaceted approach reflects the institution's commitment to holistic development by addressing societal challenges at various levels. By sensitizing students through practical involvement in these extension activities, Mar Thoma College is contributing significantly to nurturing socially conscious and responsible individuals.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

3

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

10

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

512

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

2

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college provides essential infrastructure, including classrooms, laboratories, language departments, a botanical garden, a Network Resource Centre, and research rooms for efficient academic activities. Each department features ICT-enabled classrooms for technology-based learning. The well-equipped library, with an INFLIBNET facility, broadens the resource base. The UGC-sponsored

Network Resource Centre enhances teaching and learning exposure. Addressing rural student backgrounds, the Mar Thoma Computer Academy, established in 1998, now serves as a Computer Lab for BSc Computer Science students.

The campus includes an air-conditioned audio-visual hall and a seminar hall for lectures, seminars, and cultural events. Facilities for e-content development are available, along with a mini-conference hall with ICT facilities. Laboratories in science departments support practical learning, with Botany and zoology labs featuring diverse specimens. The chemistry department has core and complementary labs, and practices green chemistry principles. Fire extinguishers, first aid kit and eye washing facility are available in the labs.

Department of Physics has a general lab with darkroom facility, Electronics lab, Post Graduate lab and computational lab.

The Language Lab utilizes iTell Orell Digital Language Lab software. The botanical garden houses a rich plant collection, arranged by utility. A Moodle LMS is in place for effective online knowledge management.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mtcc.ac.in/wp-content/uploads/2021/11/AQAR/4.1.1-SP%2002.pdf

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

Our institution possesses sufficient infrastructure to facilitate both cultural and sports activities. Cultural events take place in various venues, including the Audio-visual Hall, Seminar hall, Open-air Auditorium, and the designated student corner. The Department of Physical Education provides ample opportunities for students to engage in games and sports. These facilities are for practicing and to conduct inter-collegiate tournaments.

LIST OF SPORTS, GAMES AND CULTURAL FACILITIES

1. Table tennis
2. Volleyball Court

3. Football Court
4. Badminton Court
5. Cricket
6. Softball Court
7. Kabaddi Court
8. Basketball Court
9. Netball Court
10. Korfball Court
11. Long Jump Pit Renovation
12. Mini football Facility
13. Handball Court
14. Plyometric facility
15. Yoga facility renovation
16. Weight training facility
17. Rope climbing facility
18. Tug of war facility
19. Cricket net practicing facility
20. Pull up facility
21. Gym ball facility for core exercise
22. Stadiometer
23. Speak takraw Court
24. Aerobic & Zumba facility

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mtcc.ac.in/wp-content/uploads/2021/11/AQAR/4.1.2%20Additional%20info.pdf

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

31

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mtcc.ac.in/wp-content/uploads/2021/11/AQAR/4.1.3-SP%2002.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

31.63652

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college library is automated using KOHA, a linux based open source, fully featured, scalable library management system.

Features of Koha

1. Proven, stable Technologies
2. Software collaboration and Resource Sharing
3. Long term support
4. User-driven Open-source software
5. Cost effective
6. Economical alternative
7. All the features of commercial software at free of cost

All the library in house activities are maintained through KOHA software using barcode system . An Automated Gate Register is maintained in the library to keep a track record of human movement from library during the open hours.

The librarian issues books to the borrowers, ie the students and the teachers. The books are labelled with a unique barcode system in the KOHA database. The library database is made available online through OPAC interface (Online Public Access Catalog). Remote access to the OPAC is available both, inside the Campus Network and outside the Campus Network. This facility helps the library users to search for a required book in the database and check its availability, even from their home or wherever outside the college. The users need not enter the library to search for books.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://mtcc.ac.in/wp-content/uploads/2021/11/AQAR/4.2.1%20Library%20Report.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.01681

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

21

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Mar Thoma College is committed to consistently enhancing its IT infrastructure, with a focus on Wi-Fi facilities. The campus boasts high-speed internet access, LCD projectors, laptops, desktop computers, scanners, and printers. Wi-Fi connectivity is available in all academic departments, seminar halls, and the administrative office. The institution prioritizes periodic maintenance and updates of its network, employing fiber optics and gigabit switches for improved speed and reliability. The introduction of wireless networks has significantly enhanced ICT-enabled teaching.

With a bandwidth exceeding 100Mbps, the campus internet service ensures uninterrupted connectivity, fostering an optimal teaching-learning environment. The college promptly addresses system issues through timely repairs and replacements, ensuring a seamless experience for users. Defective accessories like keyboards and mice are swiftly replaced. The Network Resource Centre provides students with browsing, scanning, printing, and photocopying facilities, creating an environment conducive to knowledge enhancement and creative development.

Specialized labs, such as those for Physics, Computer Science, and

Language, allow for the updating of software to align with syllabus requirements. Overall, Mar Thoma College's proactive approach to IT facilities reflects its commitment to providing students and faculty with state-of-the-art resources for a comprehensive and modern educational experience.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mtcc.ac.in/

4.3.2 - Number of Computers

65

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

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

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

21.93792

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Departments within the institution submit diverse support facility requests to the Principal, with decisions reached through Staff Council discussions. High-expenditure proposals become part of the budget plan, finalized during Governing Council meetings. Laboratory maintenance is the responsibility of parent departments, audited annually, and equipped with safety measures. The computer and language labs are overseen by designated faculty, ensuring updated and functional systems. The Library Advisory Committee manages book acquisitions and annual stock verifications. Botanical and college gardens are maintained by the Botany department, employing a dedicated gardener.

Hostel and Canteen Committees monitor conditions in respective areas, while the Seminar and Audio-Visual Halls are directly supervised by the college management. The Website Committee handles the college website, and another committee oversees the LMS Moodle platform. Physical Education manages sports facilities, with training provided by a dedicated instructor.

Campus WiFi is maintained by external service providers. Non-teaching staff oversees classroom maintenance, while specialized personnel, including electricians, computer technicians, plumbers, and carpenters, address specific needs. The management allocates budgetary provisions, executes Annual Maintenance Contracts, and consults technical experts for renovations. Major purchases are scrutinized by a purchase committee adhering to government norms. Lastly, staffing includes two last grade and four part-time cleaning staff for campus cleanliness, demonstrating a comprehensive approach to infrastructure management.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mtcc.ac.in/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

510

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://mtcc.ac.in/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

638

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

638

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

42

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

144

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

17

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The college prioritizes student involvement in academic and administrative affairs through its structured governance system. The parliamentary election model ensures fair representation, featuring

positions like Chairman, Vice-Chairperson, General Secretary, and specialized roles across departments. Gender diversity is promoted with reserved positions for ladies in key roles. The College Union actively engages in committees such as Ethics, IQAC, Anti-Ragging, and RUSA, contributing to holistic improvement. Arts and sports are coordinated by dedicated positions, fostering a vibrant campus environment.

Various clubs, cells, and department associations cater to diverse student interests. The Women Cell, with a vigilance committee, focuses on female student welfare. The College Union organizes a range of events, including blood donation camps, literary fests, and seminars, enhancing the overall campus experience. The yearly college magazine publication adds a creative dimension.

Students actively participate in NSS, clubs like Entrepreneurship Development and Bird Watching, and the Student Initiative in Palliative (SIP), showcasing a commitment to community engagement. Advisory committees with student representatives ensure inclusive decision-making. In essence, the college's approach reflects a comprehensive commitment to student participation, fostering a well-rounded educational experience with a focus on diversity, creativity, and community service.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/wp-content/uploads/2020/08/Hand%20Book%202020.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

1

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni are brand ambassadors of an institution. They are dispersed around the globe and contribute to the reputation of their alma mater. Mar Thoma college has an active Alumni Association which contributes to the institutional, academic, and infrastructural developments of the college. Even though it is not a registered one the Association plays a vital role in the institution's journey in the field of higher education.

The objective of the Alumni Association is to maintain and foster friendship and communications among its members and the present college community. The stronger the network of alumni, the greater the impact is. The Association conducts meetings every year and undertakes various activities. The Alumni members of the college include renowned politicians, writers, academicians, Government employees, scientists, businessmen and so on. Prominent alumni visit the college occasionally to interact and motivate the students. Department Alumni Associations also conduct meetings regularly. Career guidance programmes, invited lectures and interactive sessions are organised by Department Alumni Associations. Additionally, our Alumni actively contributes financial support to various college programs and offers financial aids and scholarships to the eligible students, ensuring that they have the chance to achieve academic success.

File Description	Documents
Paste link for additional information	https://docs.google.com/forms/d/e/1FAIpQLSccbZwgo7eA7GL7YbwmtEiaSn2IhYDNSQDJ101iF7tqxm8Dng/viewform?usp=send_form
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Our college is committed to rural development through transformative education, aiming to mold young minds as contributors to a just society with integrity. Rooted in Christian ideals, we provide quality education without discrimination, fostering holistic development in students for the nation's well-being. Founded with a philanthropic vision, we ensure open access to higher education for economically and educationally disadvantaged communities in East Eranad, Malappuram. Our commitment is to uplift socially marginalized groups, preparing students for competitive job markets with a scientific focus. Shouldering social responsibility, we focus on the socially backward and economically weaker sections, promoting inclusiveness, credibility, and compassion. Our education integrates recent scientific and cognitive trends, emphasizing social responsibility and moral values.

With the motto "Let Your Light Shine," we strive to enhance students' latent talents, pursuing targets through a holistic approach. Under Manager Rt. Rev. Dr. Thomas Mar Theethos Episcopa's leadership, the Governing Council, and teaching faculty actively engage in quality enhancement policies. The Educational Society, led by Heads of Departments, ensures broad participation in daily college activities.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/governance20-21/#
Upload any additional information	No File Uploaded

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

Mar Thoma College, Chungathara, affiliated with the Mar Thoma Church, is led by Manager Rt. Rev. Dr. Thomas Mar Theethos Episcopa, supported by a democratically elected Governing Council. This council, inclusive of a teaching staff representative, ensures diverse perspectives. The Educational Society's general body, comprising Heads of Departments, actively participates in daily college activities, fostering widespread engagement. Office administration, efficiently managed by the Office Staff is led by the office superintendent. The college champions decentralization through committees like the Staff Council, IQAC, Library Advisory Committee, Grievance Redressal Cell, and Anti-Ragging Committee. IQAC plays a crucial role in monitoring quality aligned with the college's vision. IQAC's suggestions contribute to the institutional plan, guiding improvements in quality and facilities. Management actively implements these recommendations, reinforcing a commitment to excellence. The Staff Council, with HODs, elected members, librarians, and office heads, serves as an advisory entity to the Principal and Management, addressing academic administration and student affairs. Departmental meetings, attended by the Principal, facilitate discussions on activities and functioning. Faculty collaboration in committees under IQAC streamlines NAAC report submissions, providing criteria-wise inputs. This collaborative approach ensures the efficient and comprehensive preparation of reports for accreditation, emphasizing the college's commitment to academic excellence and holistic development.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/governance20-21/#
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Introduction of P G Courses

M.Sc. Physics with combinations of New age Astrophysics, Plasma Physics were incorporated in the year 20-21 at the department of Physics in line with market needs.

Introduction of Certificate Courses, Skill Enhancement Courses and Vocational Training Courses

Certificate Course in Big data analysis in Astronomy, Mathematics for machine learning, Quality Management, plant developmental biology, Data Analytics with Python, Machine Learning, ML are some of the Courses.

Digital Pedagogy Training and Digital Transformation LMS Moodle Integration: Moodle LMS assists students by providing online access to notes, lectures, test papers, and attendance records, facilitating remote learning. Online Courses and Platforms: Students are encouraged to do online courses offered through platforms like Swayam and NPTEL

Webinar Series: PHYTEC(Physics) DIFFUSION(Commerce) CHEMYSTRY (Chemistry) SALVOS (Botany) ECONOLOGUE Online Lecture Series- (Economics)

Mental Health Care Support System Students could access counseling services and receive guidance to cope with the emotional challenges brought on by the pandemic.

COVID Care Support System: The college prioritizes mental health with dedicated counseling services for students during the pandemic. Student volunteers conduct awareness campaigns. The hostel is transformed into a COVID care center. College teachers aid in election duties and distribute sanitizers for community hygiene.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://mtcc.ac.in/governance20-21/#
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Mar Thoma College, Chungathara, affiliated with the Mar Thoma Church, is led by Manager Rt. Rev. Dr. Thomas Mar Theethos Episcopa, supported by a democratically elected Governing Council. This council, inclusive of a teaching staff representative, ensures diverse perspectives. The Educational Society's general body, comprising Heads of Departments, actively participates in daily college activities, fostering widespread engagement. Office administration, efficiently managed by the Office Staff is led by the office superintendent. The college champions decentralization through committees like the Staff Council, IQAC, Library Advisory Committee, Grievance Redressal Cell, and Anti-Ragging Committee. IQAC plays a crucial role in monitoring quality aligned with the college's vision. IQAC's suggestions contribute to the institutional plan, guiding improvements in quality and facilities. Management actively implements these recommendations, reinforcing a commitment to excellence. The Staff Council, with HODs, elected members, librarians, and office heads, serves as an advisory entity to the Principal and Management, addressing academic administration and student affairs. The service rules stated in the Kerala Service and Subordinate Rules, UGC guidelines and University Statues are strictly adhered to by the College. In the matter of recruitment, vacancies are notified through national and regional newspapers, University News and College Website. The selection and appointments are made on the basis of UGC/Government rules. Promotions under career advancement are given on the basis of UGC rules and regulations.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/code-of-conduct/
Link to Organogram of the institution webpage	http://mtcc.ac.in/wp-content/uploads/2019/12/ORGANOGRAM-FINAL.jpg
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The management actively promotes staff quality and efficiency through various programs, including those offered by the UGC and reputable institutions, as well as internal initiatives such as soft skills training, personality development, yoga, and legal awareness programs. Welfare measures for both teaching and non-teaching staff are comprehensive, covering areas such as leave provisions, duty leave, provident fund, state insurance, day care facilities, hostel and canteen access, car parking, festival advance, financial support for treatment, salary advances, accommodation options, interest-free loans, and encouragement to attend training programs, seminars, and workshops. Faculty assessments involve self-appraisal and student feedback, which are analyzed to identify areas for improvement in both academic and administrative functions. The Principal communicates these areas to the respective departments or staff, facilitating continuous improvement efforts. Additionally, the

institution fosters a supportive and inclusive environment by providing washroom facilities in all departments, Wi-Fi and internet access, subsidized food options in the canteen, and opportunities for faculty to utilize laboratory and library resources for research purposes. Financial assistance is also provided for departmental seminars, further enriching the professional development opportunities available to staff members. Overall, the institution's comprehensive approach aims to enhance staff well-being, professional growth, and overall satisfaction within the college community.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

20

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

10

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

17

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution implements an annual Self-Appraisal System for both teaching and non-teaching staff, with teaching staff subject to a Performance Appraisal System per UGC regulations for promotion eligibility. Teaching faculty must meet minimum API scores outlined in UGC Career Advancement Scheme guidelines. Faculty assessments include self-appraisal reports and student feedback. For non-

teaching staff, UGC regulations do not apply to promotion, with eligibility based on a minimum service period of 10 years. Promotion is contingent upon vacancies in higher positions and adherence to government rules. Non-teaching staff undergo self-appraisal and are evaluated based on departmental tests by the Kerala Public Service Commission. Feedback is collected and corrective measures are communicated for improvement. Participation in relevant workshops and training sessions, such as IT, income tax, PFMS, KSR, and E-grantz, is encouraged to enhance their expertise. The institution prioritizes staff development and ensures a transparent evaluation process for both teaching and non-teaching staff to support career growth and overall professional development.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The Management's funds are jointly overseen by the Principal and Bursar, under the guidance of the Managing Committee. Disposal of UGC grants follows recommendations from the UGC and purchase committees. PTA funds are monitored by the PTA Executive Committee, while the College Students' Union Fund is managed by the Principal based on the Staff Advisor's guidance. Transparent financial practices are integral to the college's operations. Annual audits of management-provided funds are conducted and reports forwarded to the Sabha Mandalam for verification and approval. The college employs computerized management accounts, maintained by dedicated staff, subject to approval by the Governing Council before internal audit by a Chartered Accountant appointed by the Mar Thoma Church. Following internal audit approval, external audit by another authorized Chartered Accountant takes place, with their recommendations discussed and incorporated by the Governing Council. Funds from external sources are prepared and audited in accordance

with UGC, government, and university standards. Government funds undergo external audit by an auditor appointed by the DCE and the A Gs Office. UGC funds are utilized and audited by a Chartered Accountant, with utilization certificates and auditor's reports submitted to the UGC for review, ensuring compliance and transparency in financial management.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

29.96

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution obtains funds from the well-wishers, the PTA, Alumni, Mar Thoma Church, UGC, Government and income from the rubber estate. Further efforts are made to secure additional funds from the UGC, Government and from our well-wishers. More projects are submitted to UGC, RUSA and Management to mobilize more funds. The fee collected from the self-financing stream is used for the payment of salary for guest lecturers, purchase of library books and other

equipment for the self-financing students. The major sources of funds for the institution are: Rashtriya Uchatham Shiksha Aabhiyan (RUSA), UGC, Kerala State Council for Science and Technology and Environment, Self-finance Course fee from students as per Govt. Norms. College Development Fund, Land Revenue, Donations from well-wishers. PTA. Endowment Interest- The college has instituted various endowments - Dr. C.J. John Student Aid Needy girl student inscience stream, Endowment for best performance in PG courses, K.A. Abraham Memorial Endowment Scholarship, M.C. Chacko & Saramma Chacko Endowment, Easow Mar Timotheos Memorial Scholarship etc. The interests of these accounts at the banks is a source of revenue. Hostel Fee, The management is keenly interested in the utilization of the available funds in the best possible manner for academic and infrastructural ambience

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance Cell (IQAC) implements various strategies to enhance the teaching-learning process, including:

1. Promotion of skill-oriented courses and certification programs to develop practical skills and enhance students' credentials.
2. Cultivation of an innovation ecosystem and entrepreneurial spirit to foster creativity and entrepreneurship among students and faculty.
3. Participation in accreditation and ranking processes to benchmark performance against standards.
4. Collection and analysis of stakeholder feedback from students, faculty, alumni, and employers to assess program effectiveness.
5. Integration of technology for enhanced teaching and learning experiences.
6. Provision of additional learning support such as tutorials and remedial teaching to aid student success.
7. Implementation of green campus initiatives to promote environmental sustainability.
8. Development of annual academic action plans to guide

improvement efforts.

9. Support for extension activities to instill social responsibility in students.
10. Enhancement of English language skills through language labs and communicative courses.
11. Encouragement of sports participation for physical well-being.
12. Conduct of academic and administrative audits to ensure quality.
13. Continuous solicitation of stakeholder feedback to inform decision-making and improve overall educational quality.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC of the college prioritizes student education and character development, implementing a strategic plan systematically. Academic programmes are administered annually, according to IQAC strategies, with faculty instructed to devise teaching plans, activity schedules, and internal examination timetables. The teaching-learning process is periodically reviewed based on the academic calendar, internal examinations, and student feedback. The teachers' diary, an outcome of IQAC initiatives, records class details, test papers, assignments, and seminars. Each semester includes two centralised internal examinations supervised by IQAC, held in the library rooftop hall accommodating up to 150 students. Department-level parent meetings review student examination performance, fostering teacher-parent rapport and soliciting improvement suggestions. IQAC gathers student feedback regularly, facilitating discussions with faculty to assess teaching-learning outcomes. Academic audits conducted by IQAC identify effectiveness and drawbacks, leading to corrective measures for teaching quality and learning environment enhancement. Department-level faculty meetings organized by IQAC discuss teaching practices, methodologies, and outcomes. The college introduces certificate courses and encourages online learning alongside the regular curriculum as part of IQAC initiatives to impart vocational and life skills.

File Description	Documents
Paste link for additional information	http://chemistry.mtcc.ac.in/wp-content/uploads/sites/8/2019/09/ug-sylla-2019.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://mtcc.ac.in/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college initiated programmes that reflect the institution's commitment to fostering an inclusive and equitable educational environment. Significant measures have been taken to promote gender equity by offering self-study courses, financial independence, gender awareness, and mental health support, especially during COVID-19.

1. Safety and Security

- Wearing college ID card is a requirement for all enrolled

students, which is crucial in identifying students, particularly during distress or emergency.

- CCTV Surveillance: The college has 35 CCTV cameras
- The college appointed security personnel, round-the-clock, and a well-gated campus.
- Anti-Ragging Cell, Grievance Redressal Cell, Anti-Sexual Harassment Cell and Discipline Committee are functioning.
- Ramps and handrails were installed to facilitate differently-abled students.
- The college provides on-campus residential facilities for female students.

2. Counselling

- The Department of Psychology initiated a professional counselling helpline for students and staff.
- Webinars, Health and Mental Wellness classes were arranged to cope with COVID-19.
- The institution's tutorial system, led by class tutors, fosters mental support and care.

3. Common Rooms and spaces:

- The ladies' retiring room provides an exclusive space with restrooms and sick rooms.
- Canteen
- Auditorium
- Reading room
- Napkin Vending Machines and Incinerators.

4. Day Care Center for young children:

The daycare facility on the college campus provides support to teachers with young children.

File Description	Documents
Annual gender sensitization action plan	https://mtcc.ac.in/wp-content/uploads/2021/11/IQAC/ActionPlan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://mtcc.ac.in/wp-content/uploads/2021/11/IQAC/7.1.1%20gender.pdf

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

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid Waste Management: Designated bins are strategically positioned to separate food, paper, and plastic waste. Plastic waste was handed over to Harithakarma Sena. Incinerators are available in restrooms and hostels for sanitary-napkin disposal. A Green Protocol governs campus events, prohibiting flex boards and promoting paper and cloth banners.

Biomedical Waste Management: During the COVID-19 pandemic, the college collected the used masks, gloves, and face shields and handed them to Marthoma Mission Hospital for disposal.

Liquid Waste Management: Waste water from the canteen and handwashing facilities were directed to gardens and underground pits.

E-waste Management: Electronic devices are maximally utilised, with staff addressing minor issues and relying on skilled technicians to handle major repairs. The scrap collection room serves as a facility for gathering electronic waste before handing it over to a dealer.

Hazardous Chemicals and Radioactive Waste Management:

Laboratory chemical waste is managed in an environmentally responsible manner, using exhaust fans and fume hood to remove harmful fumes safely. Strong acids and alkalis employed in the laboratories are neutralised before safe disposal. No radioactive chemicals are currently utilised within the laboratories.

Waste Recycling System: Biodegradable waste converted to compost

using the Thumboormuzhi Aerobic Composting method. Mulching is also practised.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Fostering Tolerance and Harmony: Embracing Diversity on Campus

A series of initiatives have been undertaken to ensure the well-being and inclusivity of the diverse student population of our institution.

Digital Connectivity and Inclusive Communication, ensured the establishment of robust digital platforms to facilitate the learning. Online forums, interactive webinars, virtual lab visits became spaces where students could share their unique perspectives, experiences, promoting a deeper understanding and appreciation for one another. Virtual Cultural Events were organised by various departments to bridge the physical distance and sustain the vibrancy of campus life. The

se events featured performances, and presentations showcasing various cultural, regional, and linguistic traditions. Student support initiatives included providing essential resources, and mental health support to ensure that all students, regardless of their background, had equal access to education and support. The online Induction programme for first year students and parents helped them understand the detailed academic aspects of each course programme. Language Learning Initiatives were launched to encourage students to explore and appreciate languages beyond their own. Community Service initiatives encouraged students to promote social inclusion. Diversity promotion programmes like gender awareness and women empowering programmes were conducted to create a more inclusive campus environment.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

Fostering Active Citizenship: A Year of Learning and Action

Throughout 2020, Mar Thoma College, Chungathara embraced its role as a platform for cultivating responsible citizens who understand and fulfill their constitutional obligations.

- Workshop on "One Nation, One Tax" fostered understanding of individual responsibility towards contributing to national progress.
- Celebration of World Youth Skill Day empowered students to contribute productively to society, aligning with the fundamental right to work and the duty to utilize talents for collective benefit.
- Covid Pandemic Awareness Campaign educated the community about safety protocols, highlighting the right to health and the duty to protect oneself and others.
- Commemoration of Gandhi Jayanti reinforced the values enshrined in the Constitution such as non - violence, self reliance and equality.
- World Aids Day Awareness campaign addressed HIV/AIDS, emphasizing the right to health and the duty to combat discrimination.
- The spirit of inclusivity and respect for diverse traditions celebrated through Christmas & Onam, the fundamental right to practice and propagate one's faith.
- The 'Awareness about Legislative Assembly Election' program educated students about the significance of their vote and informed participation in elections.

Through these diverse programs, our institution nurtured an environment where students and employees engaged with their constitutional obligations.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://mtcc.ac.in/wp-content/uploads/2021/11/IOAC/7.1.9_SD.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

In the face of the unmatched challenges posed by the COVID-19 pandemic, Mar Thoma College remained committed to promoting a sense of community, resilience, and cultural enrichment through a variety of celebrations, commemorative events, and festivals throughout the year. Despite the constraints of remote learning and social distancing, our college community persevered in organizing and participating in events that brought us together in spirit, even if not physically. College observed World Environmental Day planting trees inside the campus promoting tree planting in the houses of the students as well. To make everyone aware of the importance of mental and physical health, college observed International Yoga Day. College organized special programs to commemorate GST Day and World Youth Skill Day. NSS team observed Gandhi Jayanthi and NSS Day online. College celebrated UN Day conducting an online quiz. International Science Day and National Mathematics Day were celebrated by various departments. World AIDS Day was observed by the college virtually. Department of Computer Science observed World Computer Literacy Day conducting an e-poster making competition. and Global Movie Day conducting troll making competition, focusing on

the applications of Artificial Intelligence (AI) in the film industry.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Mar Thoma College, Chungathara, initiated two impactful programs amidst the COVID-19 pandemic: "Samanwayam" focused on student well-being and sustainability, while "Onnayi - Let's Unite" aimed at community resilience. "Samanwayam" ensured seamless digital transformation through online classes and provided essential resources like mobile phones and tabs to students. It also prioritized mental health support, celebrated festivals online, produced hand sanitizers, and organized webinars for skill development. "Onnayi - Let's Unite" addressed community needs by raising COVID awareness, mobilizing student brigadiers for safety measures, converting the college hostel into a COVID care center, supporting election processes, distributing sanitizers, and promoting green initiatives. Both initiatives required human resources, funding, training, and logistics support. They demonstrated remarkable success in improving student engagement, mental health support, community healthcare, election transparency, and environmental consciousness. These endeavors exemplify the college's commitment to holistic student development and community welfare during the challenging times.

File Description	Documents
Best practices in the Institutional website	https://mtcc.ac.in/best-practices/
Any other relevant information	https://mtcc.ac.in/wp-content/uploads/2021/11/IQAC/7.2.1_Supporting%20Doc.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

In the academic year 2020-21, Mar Thoma College, Chungathara, embraced its distinctive motto, "Let Your Light Shine," as it navigated the challenges posed by the COVID-19 pandemic. Our college stands out as a beacon of academic excellence, focusing on rural development through a pioneering approach—academic webinars. These virtual sessions serve as a dynamic platform for our students and the broader public, fostering knowledge dissemination and community engagement. The unique essence of our college lies in our commitment to addressing rural development challenges through a series of impactful webinars. The college has successfully conducted five thought-provoking webinar series, each contributing significantly to our thematic focus. The "DIFFUSION" by Department of Commerce, "ECONOLOG", curated by the Department of Economics, "PHYTECH" series, led by the Department of Physics, "CheMystery" lecture series organized by Department of Chemistry and the "SALVOS" series, hosted by the Department of Botany, These webinar series showcase the interdisciplinary nature of our academic programs and underscore our dedication towards the holistic rural development. Our college catalyses positive change in rural communities by bridging the gap between academia and the public.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Affiliated with the University of Calicut, Mar Thoma College prioritizes curriculum delivery aligned with local and global developmental needs. The institution employs the Choice Based Credit Semester System in all UG and PG programs, starting the academic year with Staff Council and Department Meetings in sync with the University's calendar. The IQAC consistently shapes a curriculum integrating Program Outcomes, Programme Specific Outcomes, and Course Outcomes. Amid the Covid-19 pandemic, Google Classroom and Moodle are extensively utilized for effective delivery through videos, audio clips, and other materials.

Teacher's Diaries, vital for documenting curriculum transactions, are monitored regularly by the Principal and Heads of Departments, ensuring successful implementation during the pandemic. Evaluation methods include online internal examinations, assignments, seminars, and discussions of University question papers.

The college's student-centric approach is evident through projects, fieldwork, and internships. Communicative English addresses global developmental needs, while participation in the National Service Scheme and Palliative Initiatives fosters social commitment. The institution encourages advanced learning with interdisciplinary courses, certificates, and online courses through Swayam, promoting a holistic education aligned with the principles of NEP2020.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://mtcc.ac.in/academic-calendar/

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

Mar Thoma College Chungathara is renowned for its unwavering

commitment to academic excellence, notably demonstrated through its meticulous adherence to a well-structured academic calendar. The institution's identity is shaped by its disciplined approach, ensuring that all curricular and extracurricular activities align seamlessly with the predefined calendar. This commitment extends to Continuous Internal Evaluation (CIE), integrated into the academic calendar, emphasizing a holistic approach to education.

The college's strength lies in its detailed planning and execution, with departments synchronizing their activities with the overall calendar. This practice not only instills discipline among students but also fosters a conducive and organized learning environment. The inclusion of CIE within the calendar promotes continuous improvement, providing students with regular assessments and timely feedback to enhance both academic and personal growth.

Beyond traditional academics, the institution extends its adherence to the academic calendar to encompass extracurricular events, workshops, seminars, and cultural activities. This meticulous planning contributes to a sense of responsibility and punctuality among students and faculty, fostering a well-rounded and disciplined academic community. In summary, Mar Thoma College Chungathara's commitment to its academic calendar is a cornerstone of its reputation for academic excellence and holistic education.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://mtcc.ac.in/academic-calendar/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

12

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

56

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

331

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Our college, follows a curriculum designed by the university. It emphasizes the development of socially responsible and ethical behaviour in its program outcomes. The syllabus includes courses and value-added courses that address professional ethics and ethical issues in different fields. Postgraduate programs include mandatory audit course on professional competency and require plagiarism reports for project reports. Undergraduate programs include four-credit course on gender studies and audit courses on disaster-management and intellectual property rights to instill human values. The institution integrates cross-cutting issues like gender, environment, sustainability, human values, and professional ethics through certificate courses and invited talks. The grievance redressal committee, internal complaint committee, student-welfare, mentoring committee, and anti-ragging cell, address social issues for students. Counselling facilities are available in a three-tier system to tackle student issues. The institute's eco-friendly infrastructure includes rainwater harvesting, solar panels, LED bulbs, and college organizes activities like Swachh Bharat Abhiyan, International Women's Day, blood donation camps, and other NSS initiatives. The NSS wing promotes environmental awareness through activities like tree-plantation drives, water conservation, health check-up camps, plastic-free initiatives, and blood donation camps. The institute conducts programs for gender sensitization, including self-defense workshops, seminars, and awareness-campaigns to educate students about acts, rules, and legal consequences.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

10

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

273

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

A. All of the above

from the following stakeholders Students Teachers Employers Alumni	
File Description	Documents
URL for stakeholder feedback report	https://mtcc.ac.in/wp-content/uploads/2021/11/FEEDBACK%20ANALYSIS%202020-2021.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	https://mtcc.ac.in/wp-content/uploads/2021/11/FEEDBACK%20ANALYSIS%202020-2021.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
346	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	

97	
File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
<p>During the COVID-19 pandemic, Mar Thoma College Chungathara adapted its educational approach to accommodate the unique circumstances. The college conducted online entry-level tests to assess students' learning levels and categorized them as advanced or slow learners. For slow learners, peer teaching sessions were organized online, while advanced learners were directed to enroll in Swayam online courses for further advancement.</p> <p>To foster interactive learning, various student-centric activities were implemented, including seminars, assignments, group discussions, and project preparations. The college also utilized conventional teaching methods enhanced with modern tools such as charts, diagrams, illustrations, working models, and demonstrations for both theoretical and practical subjects.</p> <p>Collaborative learning practices were emphasized through group discussions and online surveys. These initiatives aimed to engage students actively in their learning process despite the challenges during the pandemic, ensuring that education remained accessible and effective.</p>	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File
2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)	
Number of Students	Number of Teachers
920	48

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Student centric learning focuses on placing the student at the Centre of the learning process with an emphasis on their active participation and encouragement. This approach aims to enhance learning experiences and promote the holistic development of students. Various student centric methods such as experiential learning, participative learning and problem solving methodologies are employed to enrich the learning experiences. Final year degree and PG students are given project works which are supervised by project Guides. Workshops and interactive sessions are conducted to enhance student's proficiency in soft and communication skills. To promote participative learning, students are encouraged to deliver seminars on selected topics through online mode. During pandemic, virtual camps were conducted by NSS. Students participate in the learning process by attending online seminars using Zoom, Google Meet and took part in group discussions and debates. Teachers continue to use various methods from traditional power point presentations to YouTube videos for quality content delivery. Post Covid lockdown year has promoted online learning and faculty members use online tools to enhance student centric learning. Participative learning is initiated through webinars, online quizzes, open textbook examinations etc., Faculty members and students are encouraged to do online certificate courses like Swayam NPTEL, Edx and coursera.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The institution has embraced a range of Information and Communication Technology tools to enhance the student-centric learning process, particularly in the post-Covid era. Google-

Meet, Google-Classroom, YouTube, Moodle app, and PowerPoint presentations are integral components used to facilitate interactive learning experiences within the mathematics curriculum. Faculty members employ these tools to deliver live lectures, engage in Q&A sessions, and provide opportunities for student participation and clarification of mathematical concepts. Google-Classroom serves as a platform for sharing lecture notes, assignments, and additional resources, fostering increased student engagement. Moodle, a popular learning management system, plays a pivotal role in creating online courses and monitoring student progress through quizzes and assignments. PowerPoint presentations are widely used for effective teaching, complementing the overall ICT-enabled teaching-learning process. Practical sessions, online courses, journals, tests, LCD projectors, educational videos, and open resources like e-PG Pathshala and NPTEL video lectures are integrated to enrich the learning experience. The institution encourages students to access open resources like Shodhganga, National Digital Library of India, and INFLIBNET facility, promoting accessibility to non-print materials. The comprehensive adoption of ICT tools enhances accessibility, engagement, and the effectiveness of the educational process within the Department, particularly in the context of the evolving educational landscape post-Covid.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

48

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

48

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

16

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

344

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Our college is working under the rules and regulations of the University of Calicut. We follow choice-based credit and semester system. Students are systematically assessed based on written examinations, seminar or assignment and classroom participation. Students from the science department are also assessed on the basis of Laboratory performance, experimental skills, maintenance of rough and fair records and performance in viva voce. Our college level Examination committee coordinates the conduct of internal examinations in a centralised model. Teachers conduct unit tests, monthly tests, and record the marks secured. Evaluation of seminars, assignment, Tests are also executed through online modes such as Moodle LMS, or Google classroom. Class tutors prepare monthly attendance and attendance progress certificates at the end of each semester. Consolidated marks of attendance, internal exam, seminar presentations are published in the department notice board. And also we keep students signed copies of internal marks. Once result are published, parents meeting will conduct to discuss the progress of students.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

Any grievance regarding internal score is brought to the notice of the teacher as soon as the internal is published on notice board. The teacher examines the matter and take appropriate action. If the problem persists, the student can approach the

HOD. It is put forth in a departmental meeting and the disputes and remedies are entered in the minutes of the department meeting. If the grievance remains unresolved, the student can approach the Grievance-Redressal Cell of the college. The Grievance-Redressal Cell with Principal as the chairperson and a faculty as the Convener examines the matter and take a decision which will be officially informed to the student. If the student is still not satisfied, s/he can file a written complaint to the Grievance Redressal Cell at the University. The Controller of Examination takes a decision with regard to the examination related grievance at the university level. We ensure transparency through prior declaration of the dates of internal examinations; three level signature of the internal marks from students, the publication of monthly attendance report, providing adequate time for seminar preparation and assignment submission, additional exams and retests for slow learners, differently-abled and students who represent the institution in arts and sports.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

IQAC actively pursues student input throughout the admissions process. Students are given detailed information on the programs' results. The college has advancement programs on Gender Empowerment and Sensitization Entrepreneurial development, capacity building, and skill development. POs and COs define the expected levels of knowledge; aptitude and skills required by the students for higher studies; research and employment; and effective contribution to society, by inculcating scientific temper, social awareness and responsibility.

An outline of each program is available on the college website. Students are introduced to the COs through the Bridge Course that the Departments give to incoming enrollees. The departments set up meetings to discuss the COs of projects and dissertations.

The college's internal evaluation system operates well. Classroom activities like presentations, debates, discussions, laboratory

performance and role plays help the faculty to evaluate the student and to gauge the level of achievement in terms of COs.

All final year students are required to submit a project/ dissertation as part of their programme. Each department regularly conducts Result Analysis. Students' and placement are clear indicators of the attainment of POs. Students have qualified NET, JRF, SET, GATE etc. Indirect assessments were made through Feedbacks, course exit survey etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://mtcc.ac.in/wp-content/uploads/2020/08/Hand%20Book%202020.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

IQAC plays an integral role to ensure that OBE is practised in the campus. Students are informed about OBE right from the admissions and is further explained to them during orientation and by the respective course teachers. Programme and course outcomes for all programmes of all the courses are displayed on college website. Students are assessed based on written examinations, seminars or assignment and classroom participation. Students from the science department are also assessed on the basis of Laboratory-performance, experimental-skills, maintenance of rough and fair records and performance in viva voce. Our college level Examination committee coordinates the conduct of centralised internal examinations. Teachers conduct unit tests, monthly tests, and record the marks secured. Evaluation of seminars, assignment, Tests are executed through online modes such as Moodle LMS, or Google classroom. Class tutors prepare attendance progress certificates at the end of each semester. Consolidated marks of attendance, internal exam, seminar presentations are published in the department notice board. Once the results are published, parents meeting will be conducted to discuss the progress of students. The progression to higher studies and placements have been monitored to assess the learning outcome of the students. Out of the 48 faculty members, 24 have

undergone FDP on outcome based education. It has been also ensured that one faculty from each department has undergone training in OBE.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

232

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://mtcc.ac.in/composition/sss/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

1.05

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

7

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://www.urducouncil.nic.in/

3.2 - Innovation Ecosystem

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

College has actively cultivated an innovation-ecosystem, remaining steadfast in its commitment to noble values and

responsibilities, even amidst the challenges posed by COVID-19 pandemic. The institution has spearheaded technological initiatives aimed at fostering the creation and transfer of knowledge among the youth. The introduction of 'Mar Thoma Moodle, a Learning Management System, and the implementation of G Suite for content creation and dissemination underscore the college's dedication to embracing digital platforms. To further enhance research and innovation, the college organized a comprehensive series of webinars addressing crucial aspects such as research problem identification, methodology, applied statistics, literature review, research report writing, plagiarism, ethics in research, and intellectual property rights in Botanical Sciences. Additionally, the institution facilitated virtual sessions for young entrepreneurs, featuring experts in diverse fields. Noteworthy speakers like KV Anwar, Jose Priyanka, Tony Jose, and Smt. KP Beena shared valuable insights on business strategies, practical approaches, media opportunities, and the entrepreneurial journey. Departments within the college have been actively engaged in organizing subject-specific webinars and virtual meetings regularly, demonstrating a dynamic and resilient approach to knowledge dissemination during the challenging times of the pandemic. This comprehensive strategy reflects Mar Thoma College's commitment to nurturing a vibrant ecosystem for innovation and knowledge exchange

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://iic.mic.gov.in/

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

14

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

4

File Description	Documents
URL to the research page on HEI website	https://dor.uoc.ac.in/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

31

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

6

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Mar Thoma College has demonstrated a profound impact on sensitizing students to social issues and fostering holistic development through its dedicated extension activities. The institution has strategically directed its outreach efforts towards neighboring communities, particularly adopting tribal villages. The extension initiatives are designed to address crosscutting societal issues through various programs, aligning with specific objectives.

The college's extension activities encompass working during emergencies, promoting health hygiene and family welfare, preserving an environment free from pollution, environmental enrollment and conservation, and fostering inclusiveness. Notable initiatives include conducting health and hygiene drives in tribal villages like Kotteppadam, administering COVID surveys, organizing Swachh Bharath drives, and cleaning and rejuvenating the Punnapuzha River. The college has also actively engaged in cleaning and sanitation efforts at private bus stands, creating tree consciousness, extending support to the underprivileged and patients, and imparting self-defense training to girls. Calicut University's compulsory social service scheme fosters community engagement, emphasizing students' role in societal development through meaningful extensions like student Paliative.

This multifaceted approach reflects the institution's commitment to holistic development by addressing societal challenges at various levels. By sensitizing students through practical involvement in these extension activities, Mar Thoma College is contributing significantly to nurturing socially conscious and responsible individuals.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

3

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

10

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

512

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

2

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college provides essential infrastructure, including classrooms, laboratories, language departments, a botanical garden, a Network Resource Centre, and research rooms for efficient academic activities. Each department features ICT-enabled classrooms for technology-based learning. The well-equipped library, with an INFLIBNET facility, broadens the resource base. The UGC-sponsored Network Resource Centre enhances teaching and learning exposure. Addressing rural student backgrounds, the Mar Thoma Computer Academy, established in 1998, now serves as a Computer Lab for BSc Computer Science students.

The campus includes an air-conditioned audio-visual hall and a seminar hall for lectures, seminars, and cultural events. Facilities for e-content development are available, along with a mini-conference hall with ICT facilities. Laboratories in science departments support practical learning, with Botany and zoology labs featuring diverse specimens. The chemistry department has core and complementary labs, and practices green chemistry principles. Fire extinguishers, first aid kit and eye washing facility are available in the labs.

Department of Physics has a general lab with darkroom facility, Electronics lab, Post Graduate lab and computational lab.

The Language Lab utilizes iTell Orell Digital Language Lab software. The botanical garden houses a rich plant collection, arranged by utility. A Moodle LMS is in place for effective online knowledge management.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mtcc.ac.in/wp-content/uploads/2021/11/AQAR/4.1.1-SP%2002.pdf

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

Our institution possesses sufficient infrastructure to facilitate both cultural and sports activities. Cultural events take place in various venues, including the Audio-visual Hall, Seminar hall, Open-air Auditorium, and the designated student corner. The Department of Physical Education provides ample opportunities for students to engage in games and sports. These facilities are for practicing and to conduct inter-collegiate tournaments.

LIST OF SPORTS, GAMES AND CULTURAL FACILITIES

1. Table tennis
2. Volleyball Court
3. Football Court
4. Badminton Court
5. Cricket
6. Softball Court
7. Kabaddi Court
8. Basketball Court
9. Netball Court
10. Korfball Court
11. Long Jump Pit Renovation
12. Mini football Facility
13. Handball Court
14. Plyometric facility
15. Yoga facility renovation
16. Weight training facility
17. Rope climbing facility
18. Tug of war facility
19. Cricket net practicing facility
20. Pull up facility
21. Gym ball facility for core exercise
22. Stadiometer
23. Speak takraw Court
24. Aerobic & Zumba facility

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mtcc.ac.in/wp-content/uploads/2021/11/AQAR/4.1.2%20Additional%20info.pdf

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

31

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mtcc.ac.in/wp-content/uploads/2021/11/AQAR/4.1.3-SP%2002.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

31.63652

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college library is automated using KOHA, a linux based open source, fully featured, scalable library management system.

Features of Koha

1. Proven, stable Technologies
2. Software collaboration and Resource Sharing
3. Long term support
4. User-driven Open-source software
5. Cost effective
6. Economical alternative
7. All the features of commercial software at free of cost

All the library in house activities are maintained through KOHA software using barcode system . An Automated Gate Register is maintained in the library to keep a track record of human movement from library during the open hours.

The librarian issues books to the borrowers, ie the students and the teachers. The books are labelled with a unique barcode system in the KOHA database. The library database is made available online through OPAC interface (Online Public Access Catalog). Remote access to the OPAC is available both, inside the Campus Network and outside the Campus Network. This facility helps the library users to search for a required book in the database and check its availability, even from their home or wherever outside the college. The users need not enter the library to search for books.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://mtcc.ac.in/wp-content/uploads/2021/11/AOAR/4.2.1%20Library%20Report.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources	A. Any 4 or more of the above
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File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.01681

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

21

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Mar Thoma College is committed to consistently enhancing its IT infrastructure, with a focus on Wi-Fi facilities. The campus boasts high-speed internet access, LCD projectors, laptops, desktop computers, scanners, and printers. Wi-Fi connectivity is available in all academic departments, seminar halls, and the

administrative office. The institution prioritizes periodic maintenance and updates of its network, employing fiber optics and gigabit switches for improved speed and reliability. The introduction of wireless networks has significantly enhanced ICT-enabled teaching.

With a bandwidth exceeding 100Mbps, the campus internet service ensures uninterrupted connectivity, fostering an optimal teaching-learning environment. The college promptly addresses system issues through timely repairs and replacements, ensuring a seamless experience for users. Defective accessories like keyboards and mice are swiftly replaced. The Network Resource Centre provides students with browsing, scanning, printing, and photocopying facilities, creating an environment conducive to knowledge enhancement and creative development.

Specialized labs, such as those for Physics, Computer Science, and Language, allow for the updating of software to align with syllabus requirements. Overall, Mar Thoma College's proactive approach to IT facilities reflects its commitment to providing students and faculty with state-of-the-art resources for a comprehensive and modern educational experience.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mtcc.ac.in/

4.3.2 - Number of Computers

65

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

21.93792

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Departments within the institution submit diverse support facility requests to the Principal, with decisions reached through Staff Council discussions. High-expenditure proposals become part of the budget plan, finalized during Governing Council meetings. Laboratory maintenance is the responsibility of parent departments, audited annually, and equipped with safety measures. The computer and language labs are overseen by designated faculty, ensuring updated and functional systems. The Library Advisory Committee manages book acquisitions and annual stock verifications. Botanical and college gardens are maintained by the Botany department, employing a dedicated gardener.

Hostel and Canteen Committees monitor conditions in respective areas, while the Seminar and Audio-Visual Halls are directly supervised by the college management. The Website Committee handles the college website, and another committee oversees the

LMS Moodle platform. Physical Education manages sports facilities, with training provided by a dedicated instructor.

Campus WiFi is maintained by external service providers. Non-teaching staff oversees classroom maintenance, while specialized personnel, including electricians, computer technicians, plumbers, and carpenters, address specific needs. The management allocates budgetary provisions, executes Annual Maintenance Contracts, and consults technical experts for renovations. Major purchases are scrutinized by a purchase committee adhering to government norms. Lastly, staffing includes two last grade and four part-time cleaning staff for campus cleanliness, demonstrating a comprehensive approach to infrastructure management.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mtcc.ac.in/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

510

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://mtcc.ac.in/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

638

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

638

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
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File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression
5.2.1 - Number of placement of outgoing students during the year
5.2.1.1 - Number of outgoing students placed during the year
42

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

144

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

17

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The college prioritizes student involvement in academic and administrative affairs through its structured governance system. The parliamentary election model ensures fair representation, featuring positions like Chairman, Vice-Chairperson, General Secretary, and specialized roles across departments. Gender diversity is promoted with reserved positions for ladies in key roles. The College Union actively engages in committees such as Ethics, IQAC, Anti-Ragging, and RUSA, contributing to holistic improvement. Arts and sports are coordinated by dedicated positions, fostering a vibrant campus environment.

Various clubs, cells, and department associations cater to diverse student interests. The Women Cell, with a vigilance committee, focuses on female student welfare. The College Union organizes a range of events, including blood donation camps, literary fests, and seminars, enhancing the overall campus experience. The yearly college magazine publication adds a creative dimension.

Students actively participate in NSS, clubs like Entrepreneurship Development and Bird Watching, and the Student Initiative in Palliative (SIP), showcasing a commitment to community engagement. Advisory committees with student representatives

ensure inclusive decision-making. In essence, the college's approach reflects a comprehensive commitment to student participation, fostering a well-rounded educational experience with a focus on diversity, creativity, and community service.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/wp-content/uploads/2020/08/Hand%20Book%202020.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

1

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni are brand ambassadors of an institution. They are dispersed around the globe and contribute to the reputation of their alma mater. Mar Thoma college has an active Alumni Association which contributes to the institutional, academic, and infrastructural developments of the college. Even though it is not a registered one the Association plays a vital role in the institution's journey in the field of higher education.

The objective of the Alumni Association is to maintain and foster

friendship and communications among its members and the present college community. The stronger the network of alumni, the greater the impact is. The Association conducts meetings every year and undertakes various activities. The Alumni members of the college include renowned politicians, writers, academicians, Government employees, scientists, businessmen and so on. Prominent alumni visit the college occasionally to interact and motivate the students. Department Alumni Associations also conduct meetings regularly. Career guidance programmes, invited lectures and interactive sessions are organised by Department Alumni Associations. Additionally, our Alumni actively contributes financial support to various college programs and offers financial aids and scholarships to the eligible students, ensuring that they have the chance to achieve academic success.

File Description	Documents
Paste link for additional information	https://docs.google.com/forms/d/e/1FAIpQLScCbZwgo7eA7GL7YbwmTEiaSn2IhYDNSQDJ101iF7tgxm8Dng/viewform?usp=send_form
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
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File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Our college is committed to rural development through transformative education, aiming to mold young minds as contributors to a just society with integrity. Rooted in Christian ideals, we provide quality education without discrimination, fostering holistic development in students for the nation's well-being. Founded with a philanthropic vision, we ensure open access to higher education for economically and educationally disadvantaged communities in East Eranad, Malappuram. Our commitment is to uplift socially marginalized groups, preparing

students for competitive job markets with a scientific focus. Shouldering social responsibility, we focus on the socially backward and economically weaker sections, promoting inclusiveness, credibility, and compassion. Our education integrates recent scientific and cognitive trends, emphasizing social responsibility and moral values.

With the motto "Let Your Light Shine," we strive to enhance students' latent talents, pursuing targets through a holistic approach. Under Manager Rt. Rev. Dr. Thomas Mar Theethos Episcopa's leadership, the Governing Council, and teaching faculty actively engage in quality enhancement policies. The Educational Society, led by Heads of Departments, ensures broad participation in daily college activities.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/governance20-21/#
Upload any additional information	No File Uploaded

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

Mar Thoma College, Chungathara, affiliated with the Mar Thoma Church, is led by Manager Rt. Rev. Dr. Thomas Mar Theethos Episcopa, supported by a democratically elected Governing Council. This council, inclusive of a teaching staff representative, ensures diverse perspectives. The Educational Society's general body, comprising Heads of Departments, actively participates in daily college activities, fostering widespread engagement. Office administration, efficiently managed by the Office Staff is led by the office superintendent. The college champions decentralization through committees like the Staff Council, IQAC, Library Advisory Committee, Grievance Redressal Cell, and Anti-Ragging Committee. IQAC plays a crucial role in monitoring quality aligned with the college's vision. IQAC's suggestions contribute to the institutional plan, guiding improvements in quality and facilities. Management actively implements these recommendations, reinforcing a commitment to excellence. The Staff Council, with HODs, elected members,

librarians, and office heads, serves as an advisory entity to the Principal and Management, addressing academic administration and student affairs. Departmental meetings, attended by the Principal, facilitate discussions on activities and functioning. Faculty collaboration in committees under IQAC streamlines NAAC report submissions, providing criteria-wise inputs. This collaborative approach ensures the efficient and comprehensive preparation of reports for accreditation, emphasizing the college's commitment to academic excellence and holistic development.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/governance20-21/#
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Introduction of P G Courses

M.Sc. Physics with combinations of New age Astrophysics, Plasma Physics were incorporated in the year 20-21 at the department of Physics in line with market needs.

Introduction of Certificate Courses, Skill Enhancement Courses and Vocational Training Courses

Certificate Course in Big data analysis in Astronomy, Mathematics for machine learning, Quality Management, plant developmental biology, Data Analytics with Python, Machine Learning, ML are some of the Courses.

Digital Pedagogy Training and Digital Transformation LMS Moodle Integration: Moodle LMS assists students by providing online access to notes, lectures, test papers, and attendance records,

facilitating remote learning. Online Courses and Platforms: Students are encouraged to do online courses offered through platforms like Swayam and NPTEL

Webinar Series: PHYTEC(Physics) DIFFUSION(Commerce) CHEMYSTRY (Chemistry) SALVOS (Botany) ECONOLOGUE Online Lecture Series- (Economics)

Mental Health Care Support System Students could access counseling services and receive guidance to cope with the emotional challenges brought on by the pandemic.

COVID Care Support System: The college prioritizes mental health with dedicated counseling services for students during the pandemic. Student volunteers conduct awareness campaigns. The hostel is transformed into a COVID care center. College teachers aid in election duties and distribute sanitizers for community hygiene.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://mtcc.ac.in/governance20-21/#
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Mar Thoma College, Chungathara, affiliated with the Mar Thoma Church, is led by Manager Rt. Rev. Dr. Thomas Mar Theethos Episcopa, supported by a democratically elected Governing Council. This council, inclusive of a teaching staff representative, ensures diverse perspectives. The Educational Society's general body, comprising Heads of Departments, actively participates in daily college activities, fostering widespread engagement. Office administration, efficiently managed by the Office Staff is led by the office superintendent. The college champions decentralization through committees like the Staff Council, IQAC, Library Advisory Committee, Grievance Redressal Cell, and Anti-Ragging Committee. IQAC plays a crucial role in

monitoring quality aligned with the college's vision. IQAC's suggestions contribute to the institutional plan, guiding improvements in quality and facilities. Management actively implements these recommendations, reinforcing a commitment to excellence. The Staff Council, with HODs, elected members, librarians, and office heads, serves as an advisory entity to the Principal and Management, addressing academic administration and student affairs. The service rules stated in the Kerala Service and Subordinate Rules, UGC guidelines and University Statues are strictly adhered to by the College. In the matter of recruitment, vacancies are notified through national and regional newspapers, University News and College Website. The selection and appointments are made on the basis of UGC/Government rules. Promotions under career advancement are given on the basis of UGC rules and regulations.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/code-of-conduct/
Link to Organogram of the institution webpage	http://mtcc.ac.in/wp-content/uploads/2019/12/ORGANOGRAM-FINAL.jpg
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The management actively promotes staff quality and efficiency through various programs, including those offered by the UGC and reputable institutions, as well as internal initiatives such as soft skills training, personality development, yoga, and legal awareness programs. Welfare measures for both teaching and non-teaching staff are comprehensive, covering areas such as leave provisions, duty leave, provident fund, state insurance, day care facilities, hostel and canteen access, car parking, festival advance, financial support for treatment, salary advances, accommodation options, interest-free loans, and encouragement to attend training programs, seminars, and workshops. Faculty assessments involve self-appraisal and student feedback, which are analyzed to identify areas for improvement in both academic and administrative functions. The Principal communicates these areas to the respective departments or staff, facilitating continuous improvement efforts. Additionally, the institution fosters a supportive and inclusive environment by providing washroom facilities in all departments, Wi-Fi and internet access, subsidized food options in the canteen, and opportunities for faculty to utilize laboratory and library resources for research purposes. Financial assistance is also provided for departmental seminars, further enriching the professional development opportunities available to staff members. Overall, the institution's comprehensive approach aims to enhance staff well-being, professional growth, and overall satisfaction within the college community.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

20

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

10

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

17

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution implements an annual Self-Appraisal System for both teaching and non-teaching staff, with teaching staff subject to a Performance Appraisal System per UGC regulations for promotion eligibility. Teaching faculty must meet minimum API scores outlined in UGC Career Advancement Scheme guidelines. Faculty assessments include self-appraisal reports and student feedback. For non-teaching staff, UGC regulations do not apply to promotion, with eligibility based on a minimum service period of 10 years. Promotion is contingent upon vacancies in higher positions and adherence to government rules. Non-teaching staff undergo self-appraisal and are evaluated based on departmental tests by the Kerala Public Service Commission. Feedback is collected and corrective measures are communicated for improvement. Participation in relevant workshops and training sessions, such as IT, income tax, PFMS, KSR, and E-grantz, is encouraged to enhance their expertise. The institution prioritizes staff development and ensures a transparent evaluation process for both teaching and non-teaching staff to support career growth and overall professional development.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The Management's funds are jointly overseen by the Principal and Bursar, under the guidance of the Managing Committee. Disposal of UGC grants follows recommendations from the UGC and purchase committees. PTA funds are monitored by the PTA Executive Committee, while the College Students' Union Fund is managed by the Principal based on the Staff Advisor's guidance. Transparent financial practices are integral to the college's operations. Annual audits of management-provided funds are conducted and reports forwarded to the Sabha Mandalam for verification and approval. The college employs computerized management accounts, maintained by dedicated staff, subject to approval by the Governing Council before internal audit by a Chartered Accountant appointed by the Mar Thoma Church. Following internal audit approval, external audit by another authorized Chartered Accountant takes place, with their recommendations discussed and incorporated by the Governing Council. Funds from external sources are prepared and audited in accordance with UGC, government, and university standards. Government funds undergo external audit by an auditor appointed by the DCE and the A Gs Office. UGC funds are utilized and audited by a Chartered Accountant, with utilization certificates and auditor's reports submitted to the UGC for review, ensuring compliance and transparency in financial management.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

29.96

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution obtains funds from the well-wishers, the PTA, Alumni, Mar Thoma Church, UGC, Government and income from the rubber estate. Further efforts are made to secure additional funds from the UGC, Government and from our well-wishers. More projects are submitted to UGC, RUSA and Management to mobilize more funds. The fee collected from the self-financing stream is used for the payment of salary for guest lecturers, purchase of library books and other equipment for the self-financing students. The major sources of funds for the institution are: Rashtriya Uchatham Shiksha Aabhiyan (RUSA), UGC, Kerala State Council for Science and Technology and Environment, Self-finance Course fee from students as per Govt. Norms. College Development Fund, Land Revenue, Donations from well-wishers. PTA. Endowment Interest- The college has instituted various endowments - Dr. C.J. John Student Aid Needy girl student inscience stream, Endowment for best performance in PG courses, K.A. Abraham Memorial Endowment Scholarship, M.C. Chacko & Saramma Chacko Endowment, Easow Mar Timotheos Memorial Scholarship etc. The interests of these accounts at the banks is a source of revenue.

Hostel Fee, The management is keenly interested in the utilization of the available funds in the best possible manner for academic and infrastructural ambience

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance Cell (IQAC) implements various strategies to enhance the teaching-learning process, including:

1. Promotion of skill-oriented courses and certification programs to develop practical skills and enhance students' credentials.
2. Cultivation of an innovation ecosystem and entrepreneurial spirit to foster creativity and entrepreneurship among students and faculty.
3. Participation in accreditation and ranking processes to benchmark performance against standards.
4. Collection and analysis of stakeholder feedback from students, faculty, alumni, and employers to assess program effectiveness.
5. Integration of technology for enhanced teaching and learning experiences.
6. Provision of additional learning support such as tutorials and remedial teaching to aid student success.
7. Implementation of green campus initiatives to promote environmental sustainability.
8. Development of annual academic action plans to guide improvement efforts.
9. Support for extension activities to instill social responsibility in students.
10. Enhancement of English language skills through language labs and communicative courses.
11. Encouragement of sports participation for physical well-being.
12. Conduct of academic and administrative audits to ensure quality.
13. Continuous solicitation of stakeholder feedback to inform

decision-making and improve overall educational quality.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC of the college prioritizes student education and character development, implementing a strategic plan systematically. Academic programmes are administered annually, according to IQAC strategies, with faculty instructed to devise teaching plans, activity schedules, and internal examination timetables. The teaching-learning process is periodically reviewed based on the academic calendar, internal examinations, and student feedback. The teachers' diary, an outcome of IQAC initiatives, records class details, test papers, assignments, and seminars. Each semester includes two centralised internal examinations supervised by IQAC, held in the library rooftop hall accommodating up to 150 students. Department-level parent meetings review student examination performance, fostering teacher-parent rapport and soliciting improvement suggestions. IQAC gathers student feedback regularly, facilitating discussions with faculty to assess teaching-learning outcomes. Academic audits conducted by IQAC identify effectiveness and drawbacks, leading to corrective measures for teaching quality and learning environment enhancement. Department-level faculty meetings organized by IQAC discuss teaching practices, methodologies, and outcomes. The college introduces certificate courses and encourages online learning alongside the regular curriculum as part of IQAC initiatives to impart vocational and life skills.

File Description	Documents
Paste link for additional information	http://chemistry.mtcc.ac.in/wp-content/uploads/sites/8/2019/09/ug-sylla-2019.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the

A. All of the above

institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://mtcc.ac.in/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college initiated programmes that reflect the institution's commitment to fostering an inclusive and equitable educational environment. Significant measures have been taken to promote gender equity by offering self-study courses, financial independence, gender awareness, and mental health support, especially during COVID-19.

1. Safety and Security

- Wearing college ID card is a requirement for all enrolled students, which is crucial in identifying students, particularly during distress or emergency.
- CCTV Surveillance: The college has 35 CCTV cameras
- The college appointed security personnel, round-the-clock, and a well-gated campus.
- Anti-Ragging Cell, Grievance Redressal Cell, Anti-Sexual Harassment Cell and Discipline Committee are functioning.
- Ramps and handrails were installed to facilitate

differently-abled students.

- The college provides on-campus residential facilities for female students.

2. Counselling

- The Department of Psychology initiated a professional counselling helpline for students and staff.
- Webinars, Health and Mental Wellness classes were arranged to cope with COVID-19.
- The institution's tutorial system, led by class tutors, fosters mental support and care.

3. Common Rooms and spaces:

- The ladies' retiring room provides an exclusive space with restrooms and sick rooms.
- Canteen
- Auditorium
- Reading room
- Napkin Vending Machines and Incinerators.

4. Day Care Center for young children:

The daycare facility on the college campus provides support to teachers with young children.

File Description	Documents
Annual gender sensitization action plan	https://mtcc.ac.in/wp-content/uploads/2021/11/IQAC/ActionPlan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://mtcc.ac.in/wp-content/uploads/2021/11/IQAC/7.1.1%20gender.pdf

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

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid Waste Management: Designated bins are strategically positioned to separate food, paper, and plastic waste. Plastic waste was handed over to Harithakarma Sena. Incinerators are available in restrooms and hostels for sanitary-napkin disposal. A Green Protocol governs campus events, prohibiting flex boards and promoting paper and cloth banners.

Biomedical Waste Management: During the COVID-19 pandemic, the college collected the used masks, gloves, and face shields and handed them to Marthoma Mission Hospital for disposal.

Liquid Waste Management: Waste water from the canteen and handwashing facilities were directed to gardens and underground pits.

E-waste Management: Electronic devices are maximally utilised, with staff addressing minor issues and relying on skilled technicians to handle major repairs. The scrap collection room serves as a facility for gathering electronic waste before handing it over to a dealer.

Hazardous Chemicals and Radioactive Waste Management:

Laboratory chemical waste is managed in an environmentally responsible manner, using exhaust fans and fume hood to remove harmful fumes safely. Strong acids and alkalis employed in the laboratories are neutralised before safe disposal. No radioactive chemicals are currently utilised within the laboratories.

Waste Recycling System: Biodegradable waste converted to compost using the Thumboormuzhi Aerobic Composting method. Mulching is also practised.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the

A. Any 4 or all of the above

following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	A. Any 4 or all of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded
7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).	

Fostering Tolerance and Harmony: Embracing Diversity on Campus

A series of initiatives have been undertaken to ensure the well-being and inclusivity of the diverse student population of our institution.

Digital Connectivity and Inclusive Communication, ensured the establishment of robust digital platforms to facilitate the learning. Online forums, interactive webinars, virtual lab visits became spaces where students could share their unique perspectives, experiences, promoting a deeper understanding and appreciation for one another. Virtual Cultural Events were organised by various departments to bridge the physical distance and sustain the vibrancy of campus life. The

se events featured performances, and presentations showcasing various cultural, regional, and linguistic traditions. Student support initiatives included providing essential resources, and mental health support to ensure that all students, regardless of their background, had equal access to education and support. The online Induction programme for first year students and parents helped them understand the detailed academic aspects of each course programme. Language Learning Initiatives were launched to encourage students to explore and appreciate languages beyond their own. Community Service initiatives encouraged students to promote social inclusion. Diversity promotion programmes like gender awareness and women empowering programmes were conducted to create a more inclusive campus environment.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

Fostering Active Citizenship: A Year of Learning and Action

Throughout 2020, Mar Thoma College, Chungathara embraced its role as a platform for cultivating responsible citizens who understand and fulfill their constitutional obligations.

- Workshop on "One Nation, One Tax" fostered understanding of individual responsibility towards contributing to national progress.
- Celebration of World Youth Skill Day empowered students to contribute productively to society, aligning with the fundamental right to work and the duty to utilize talents for collective benefit.
- Covid Pandemic Awareness Campaign educated the community about safety protocols, highlighting the right to health and the duty to protect oneself and others.
- Commemoration of Gandhi Jayanti reinforced the values enshrined in the Constitution such as non - violence, self reliance and equality.
- World Aids Day Awareness campaign addressed HIV/AIDS, emphasizing the right to health and the duty to combat discrimination.
- The spirit of inclusivity and respect for diverse traditions celebrated through Christmas & Onam, the fundamental right to practice and propagate one's faith.
- The 'Awareness about Legislative Assembly Election' program educated students about the significance of their vote and informed participation in elections.

Through these diverse programs, our institution nurtured an environment where students and employees engaged with their constitutional obligations.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://mtcc.ac.in/wp-content/uploads/2021/11/IQAC/7.1.9_SD.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts

A. All of the above

periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators and other staff. 4. Annual awareness programmes on Code of Conduct are organized.

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

In the face of the unmatched challenges posed by the COVID-19 pandemic, Mar Thoma College remained committed to promoting a sense of community, resilience, and cultural enrichment through a variety of celebrations, commemorative events, and festivals throughout the year. Despite the constraints of remote learning and social distancing, our college community persevered in organizing and participating in events that brought us together in spirit, even if not physically. College observed World Environmental Day planting trees inside the campus promoting tree planting in the houses of the students as well. To make everyone aware of the importance of mental and physical health, college observed International Yoga Day. College organized special programs to commemorate GST Day and World Youth Skill Day. NSS team observed Gandhi Jayanthi and NSS Day online. College celebrated UN Day conducting an online quiz. International Science Day and National Mathematics Day were celebrated by various departments. World AIDS Day was observed by the college virtually. Department of Computer Science observed World Computer Literacy Day conducting an e-poster making competition. and Global Movie Day conducting troll making competition, focusing on the applications of Artificial Intelligence (AI) in the film

industry.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Mar Thoma College, Chungathara, initiated two impactful programs amidst the COVID-19 pandemic: "Samanwayam" focused on student well-being and sustainability, while "Onnayi - Let's Unite" aimed at community resilience. "Samanwayam" ensured seamless digital transformation through online classes and provided essential resources like mobile phones and tabs to students. It also prioritized mental health support, celebrated festivals online, produced hand sanitizers, and organized webinars for skill development. "Onnayi - Let's Unite" addressed community needs by raising COVID awareness, mobilizing student brigadiers for safety measures, converting the college hostel into a COVID care center, supporting election processes, distributing sanitizers, and promoting green initiatives. Both initiatives required human resources, funding, training, and logistics support. They demonstrated remarkable success in improving student engagement, mental health support, community healthcare, election transparency, and environmental consciousness. These endeavors exemplify the college's commitment to holistic student development and community welfare during the challenging times.

File Description	Documents
Best practices in the Institutional website	https://mtcc.ac.in/best-practices/
Any other relevant information	https://mtcc.ac.in/wp-content/uploads/2021/11/IQAC/7.2.1_Supporting%20Doc.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

In the academic year 2020-21, Mar Thoma College, Chungathara, embraced its distinctive motto, "Let Your Light Shine," as it navigated the challenges posed by the COVID-19 pandemic. Our college stands out as a beacon of academic excellence, focusing on rural development through a pioneering approach—academic webinars. These virtual sessions serve as a dynamic platform for our students and the broader public, fostering knowledge dissemination and community engagement. The unique essence of our college lies in our commitment to addressing rural development challenges through a series of impactful webinars. The college has successfully conducted five thought-provoking webinar series, each contributing significantly to our thematic focus. The "DIFFUSION" by Department of Commerce, "ECONOLOG", curated by the Department of Economics, "PHYTECH" series, led by the Department of Physics, "CheMystery" lecture series organized by Department of Chemistry and the "SALVOS" series, hosted by the Department of Botany, These webinar series showcase the interdisciplinary nature of our academic programs and underscore our dedication towards the holistic rural development. Our college catalyses positive change in rural communities by bridging the gap between academia and the public.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- In the upcoming academic year, Mar Thoma College Chungathara is poised to continue its legacy of excellence

and service, with a significant focus on commemorating its Ruby Jubilee. This milestone will be celebrated through a series of events spanning the year, including academic seminars, alumni engagements, and community outreach initiatives, fostering unity and pride among the college community.

- While celebrating its rich history, the college remains committed to advancing academic progress. Plans include introducing new courses and enhancing infrastructure to ensure an optimal learning environment. Embracing technology, the college will expand digital platforms and infrastructure to facilitate seamless learning and administrative processes.
- Additionally, there will be a strong emphasis on skill development, with initiatives such as internships and apprenticeships empowering students with practical skills and entrepreneurial acumen. Academic enrichment through seminars and workshops will continue to foster critical thinking and scholarly inquiry.
- Community engagement efforts will persist, reflecting the college's dedication to social responsibility and collective welfare. Guided by its values, Mar Thoma College Chungathara aims to nurture individuals prepared to lead and serve society with distinction as it embarks on this transformative journey.