YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	MAR THOMA COLLEGE CHUNGATHARA
• Name of the Head of the institution	Dr. Rajeev Thomas
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04931230306
• Mobile no	9495081116
• 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. George T. M.**
• Phone No.	**04931230306**
• Alternate phone No.	**04931230306**
• Mobile	**9037312392**
• 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/2024/10/AQAR-2021-2022.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

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**80.04**	**2005**	**01/11/2005**	**31/10/2010**
Cycle 2	**A**	**3.15**	**2014**	**01/04/2014**	**04/05/2019**
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.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File

9.No. of IQAC meetings held during the year	8	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• 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	
• If yes, mention the amount		

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

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
Orientation Program Implementation: Conduct orientation sessions to introduce first-year students and faculty to the Choice Based Credit Semester System (CBCSS).	Orientation Program Success: Increased understanding of the CBCSS among first-year students and faculty, with active participation from 30 faculty members.
Professional Development for Faculty: Organize training programs to enhance faculty skills and knowledge, promoting effective teaching and professional growth.	Faculty Skill Enhancement: Improved mentoring skills among faculty, fostering a supportive learning environment and encouraging ongoing development.
Student Counseling Support: Establish a dedicated counseling cell to provide mental health and emotional support for students and faculty.	Counseling Cell Benefits: Provided a robust support system for mental health, positively impacting both students and faculty.
Special Event Celebrations: Celebrate significant days and events to promote unity, reflection, and discussion on cultural, national, and global issues.	Impact of Special Events: Successful commemoration of various days created a sense of unity and provided meaningful dialogue on diverse topics, fostering pride and awareness.
Academic and Infrastructure Support Enhancement: Develop academic support services and upgrade infrastructure to improve the quality of education and learning environment.	Enhanced Academic and Infrastructure Services: Progress in RUSA projects and infrastructure upgrades improved the academic environment, supporting enhanced learning and addressing student needs.
Alumni and Community Engagement: Strengthen alumni networks and foster community outreach initiatives that address local needs and encourage alumni involvement.	Strengthened Alumni and Community Links: Alumni actively participated in college events and outreach programs, making a positive impact on local issues and needs.
13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Council of the College	03/04/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2023	03/04/2023

15.Multidisciplinary / interdisciplinary

In the academic year 2022-23, the college envisions evolving into a comprehensive multidisciplinary autonomous institute. To achieve this, an Institutional Development Plan has been created to introduce new disciplines that meet global needs. As a SWAYAM-NPTEL Local Chapter since 2019, the college continues to promote a variety of self-study courses across commerce, humanities, and science, encouraging multidisciplinary and interdisciplinary learning. We aim to further expand interdisciplinary research projects across fields like computer science, BBA, commerce, economics, botany, mathematics, polymer chemistry, and physics. The curriculum includes credit-based courses and projects focused on social service, environmental awareness, and value-based education, supporting inclusive and multidisciplinary education. Since 2019, the syllabus has been updated to include mandatory self-learning audit courses—one each semester for the first two years of undergraduate courses and one per semester for postgraduate courses. Students are also actively involved in outreach programs as part of their graduation requirements. To foster community engagement, each student participates in activities under NSS, Compulsory Social Service, Swachh Bharat, Student Initiative in Palliative Care, or Unnat Bharat Abhiyan, helping them connect with and contribute to the community.

16.Academic bank of credits (ABC):

In the academic year 2022-23, our college is working proactively to meet the Academic Bank of Credits (ABC) requirements set out in the National Education Policy (NEP) 2020. As an affiliated college, we await the university's registration with ABC. Meanwhile, we are helping all students set up DigiLocker accounts, allowing them to store their certificates digitally and easily transfer their academic records to ABC once the university's registration is complete. Additionally, our institution proudly serves as a Local Chapter for major online learning platforms like Swayam and NPTEL.

This enables students to enroll in courses from prestigious national institutes that earn them credits. Each department also builds partnerships through Memorandums of Understanding (MoUs) with other colleges and institutions in relevant fields. These collaborations allow knowledge exchange and access to shared resources, enhancing students' academic experiences and providing interdisciplinary learning opportunities. Our faculty members actively contribute to their disciplines by participating on Boards of Studies, helping create textbooks, and developing reading materials, online assignments, and assessments, all aimed at supporting effective Outcome-Based Education (OBE).

17.Skill development:

In the academic year 2022-23, the college is enhancing skill development through various certificate courses, life skills, and soft skills programs. Each department offers skill-focused certificate courses alongside regular classes, aiming to equip students with practical skills. These courses emphasize humanistic, ethical, constitutional, and universal values, helping students understand and apply principles like truth, peace, righteousness, non-violence, and scientific thinking. Tutors highlight the importance of values in real life, using audio-visual and print media to make learning engaging. The college aims to foster positive attitudes and values, including human ethics, citizenship, and scientific temperament, while also addressing important societal issues. Through a well-designed credit structure, the institution ensures that every student completes at least one certificate, life skill, or soft skill course before graduating, even though these courses do not carry credits per university guidelines. To connect theory with real-world applications, the college invites alumni skilled in various fields to share real-life insights with students, bridging the gap between academic knowledge and practical skills.

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

In the academic year 2022-23, the college continues to integrate the Indian knowledge system into its curriculum through both offline and online courses, focusing on Indian languages and cultural heritage. Celebrations of campus rituals and festivals give students a deeper understanding of India's cultural richness. Events like Mother Tongue Day and Hindi Week promote linguistic diversity and appreciation for Indian literature. Additional classes are offered to students who select Hindi as a second language, enhancing their communication skills. The Economics curriculum, paired with History as a complementary course, emphasizes Indian heritage and culture,

including translated classical Indian literature. Regional language classics are also incorporated into relevant syllabi. Faculty training supports bilingual teaching, aligning with the Kerala government's bilingual guidelines. Field trips provide practical exposure to traditional knowledge; for example, Botany students visit tribal areas in Kerala to study traditional medicines, while Economics students learn about tribal uses of natural resources in healthcare. The college also offers workshops to improve teachers' linguistic, teaching methods, and ICT skills for effective bilingual instruction. All degree programs are taught in both Malayalam and English. Student-led arts festivals highlight traditional performances, preserving cultural practices and enhancing student engagement. The College Union organizes celebrations of national festivals and traditions to foster cultural understanding and unity among students. These initiatives aim to enrich students' education, deepening their appreciation for India's linguistic and cultural diversity.

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

n the academic year 2022-23, the college continues to implement Outcome-Based Education (OBE), focusing on the skills, knowledge, and attitudes students should demonstrate upon completing their courses. The Internal Quality Assurance Cell (IQAC) plays an active role in ensuring OBE is effectively practiced on campus. Students are introduced to the OBE approach during admissions, orientation, and by course instructors throughout their studies. Program and course outcomes are also displayed on the college website for easy access. To assess learning outcomes, student progression to higher studies and placements is regularly monitored. Among the 48 faculty members, 24 have completed Faculty Development Programs (FDP) in OBE. Each department has at least one faculty member trained in OBE, ensuring consistent application across programs. Additionally, the college plans to conduct a hands-on workshop on OBE to further enhance faculty expertise in this approach.

20.Distance education/online education:

In the academic year 2022-23, our college is preparing to launch distance learning courses, utilizing our own skilled teachers. Currently, we offer several training programs to students within the college and plan to extend these programs once we receive government approval. We are incorporating technology to enhance teaching and learning. Through affiliations with NPTEL and SWAYAM, students can enroll in courses that supplement their studies or explore new areas of interest. Each department has a staff member responsible for helping students enroll in these courses, with subject experts on

hand to guide them. Computer labs are available for students to complete coursework and assignments. Additionally, students are encouraged to set up a 'Digilocker' account, which will be useful once the college integrates with the Academic Bank of Credits (ABC) after university approval. Through collaborations with national initiatives like NPTEL and SWAYAM, students can also earn credits for online courses. Overall, the college remains dedicated to supporting learning by providing online course options from various universities, allowing students to learn flexibly, even while on campus.

Extended Profile

1.Programme

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

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**971**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**204**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**297**

File Description	Documents
Data Template	View File

3.Academic

3.1	**54**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**54**
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	**165.06567**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**67**
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

Our institution prioritizes maintaining a relevant and competitive curriculum through a systematic review process aligned with the University of Calicut's latest curriculum updates. Key initiatives include the Internal Quality Assurance Cell (IQAC), which has established documentation systems to monitor curriculum

implementation, and the academic council, which ensures continuous oversight by department heads and faculty. Faculty members create structured lesson plans, documented in Teacher's Work Diaries, with progress monitored by department heads. To enhance learning, diverse teaching methods such as lectures, presentations, and interactive activities are utilized, fostering teamwork, responsibility, and student-teacher relationships. A Mentor-Mentee program supports students' emotional and academic growth.

Our curriculum integrates social and environmental issues, ensuring holistic education. All students participate in field projects or internships, gaining valuable practical experience. The IQAC collects feedback to inform ongoing improvements, while bridge courses, remedial coaching, and tutorials support diverse learner needs. Digital platforms like MOODLE, Zoom, and Google Meet facilitate accessible learning. Class representatives report issues, discussed monthly in department meetings for timely resolution. These initiatives have led to improved academic performance, stronger industry ties, and curriculum enhancement, demonstrating our commitment to empowering students for success in their fields through comprehensive support and innovative teaching.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://mtcc.ac.in/wp-content/uploads/2024/10/CURR._DOCUMENTATION.pdf

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

Mar Thoma College Chungathara is committed to academic excellence, rigorously following a structured academic calendar that integrates Continuous Internal Evaluation (CIE) and diverse activities to promote accountability and growth. Each semester, the institution aligns its calendar with the University of Calicut's schedule, posting it on notice boards and the website for accessibility. This calendar includes all curricular and co-curricular events, ensuring timely adjustments for any university updates. At the core of this calendar is CIE, which employs internal assessments, tutorials, seminars, quizzes, and vivas to uphold Outcome-Based Education (OBE) principles. Scheduled as per the academic calendar, these evaluations go beyond traditional exams to foster a comprehensive learning environment.

Extracurricular activities like workshops, seminars, and cultural events are also integrated, enhancing the overall educational experience. The structured calendar encourages punctuality and responsibility among students and faculty, while departmental synchronization allows for effective planning and maximized academic outcomes. Mar Thoma College Chungathara's dedication to its calendar has established it as a highly regarded institution known for academic rigor, consistency, and efficient teaching practices. This meticulous approach fosters continuous improvement, creating a learning environment that is both disciplined and dynamic, supporting students' holistic development.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	- https://mtcc.ac.in/wp-content/uploads/2024/10/Academic-Calendar.pdf

1.1.3 - Teachers of the Institution participate in **B. Any 3 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	**No File Uploaded**
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)

48

File Description	Documents
Any additional information	View File
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

941

File Description	Documents
Any additional information	View File
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

Mar Thoma College Chungathara has proactively integrated diverse cross-cutting issues into its curriculum through a multifaceted approach. The institution identifies relevant themes within the affiliated university's curriculum and supplements them with value-

added courses, addressing critical issues such as professional ethics, gender, human values, environment, and sustainability. Furthermore, various departments, clubs, and forums - including the Women Development Cell, NSS, Nature Club, Innovation Club and Student Initiative in Palliative - organize awareness programs and workshops to foster understanding and engagement with these essential topics, promoting a holistic learning experience. Mandatory audit courses in professional competency (with plagiarism reports) are integral to postgraduate programs, whereas undergraduate programs comprise audit courses on gender studies, disaster management and intellectual property rights.The institution addresses cross-cutting issues through various other initiatives such as certificate courses, invited talks, monthly lecture series and committees focus on social concerns like grievance redressal and anti-ragging. Students' well-being is supported by a three-tier counselling system. The eco-friendly infrastructure includes rainwater harvesting and solar panels. NSS initiatives promote environmental awareness and gender sensitization through activities like orientation programmes, tree plantation drives, Swachh Bharat Abhiyan, blood donation camps, plastic-free initiatives, energy conservation camps, palliative care works, anti-drug campaigns targeting tribal colonies and the local community surrounding the college.

File Description	Documents
Any additional information	No File Uploaded
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

323

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

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

323

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://mtcc.ac.in/wp-content/uploads/2024/10/action-taken-.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/2024/10/action-taken-.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

348

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

101

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

In the academic year 2022-23, the college conducted an entry level test to identify advance and slow learners. Special attention is

given to support their academic and extra-curricular competence. The institution has well-functioning clubs and cells that help the learners to excel in their curricular and co-curricular activities. Programmes of various departments are designed with the objective of giving students an academic experience beyond the conventional classrooms.

Following are the activities organised:

Programmes for slow learners

- Bridge Course
- Need based Remedial classes are arranged for slow learners.
- Counselling and Motivational classes
- Question Paper Discussion: Previous years question papers are discussed to facilitate the study of slow learners
- Skill development programmes

Programmes for Advance Learners

- Participation in extra-curricular activities such as intercollegiate fests, quiz competitions etc
- Students are encouraged to do online certificate courses using SWAYAM platform
- Training in drawing chemical structures and molecules using software by Department of Chemistry
- Planning Forum: Invited lectures, discussions and debates are organised on socially relevant topics for advanced learners

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
971	54

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

Mar Thoma College Chungathara has always ensured student centric learning environment in all the departments. Institution focuses on individual student needs, their unique learning styles and engages them in the learning process.

Notable programs include:

- **Institutional Visits: Students and Faculty members of Department of Physics visited prestigious research institutes such as Indian Institute of Technology (IIT), Delhi and Inter University Accelerator (IUAC) during 2022-23. Department of Botany has conducted field visits to Botanical Survey of India Coimbatore, Institute of Forest Genetics Tree Breeding Coimbatore and ICAR- Sugarcane Breeding Institute, Coimbatore**
- **40 Plants for Ruby Jubilee: Students of botany department has taken the initiative of planting and nurturing 40 plants in the campus.**
- **Department of Physics has conducted Experiential Lab Training for post graduate students to make them understand Circuit Analysis, Equipment Physics and Signal Processing**
- **Peer Teaching Learning is an integral part of institution's learning system. Department of Botany has organised 'Peer Leaded Terrarium Making Workshop' and 'Peer Leaded Documentary Session', as part of Elephant Day Celebration**
- **AURORA Management Fest: An inter collegiate management fest organised by Department of Business Administration encouraging critical thinking and problem solving**
- **Debates, Student's Seminars, Quiz Programmes, Manuscript Magazines, Group Discussions and Hands on Training sessions for promoting collaborative training and critical thinking among students**

File Description	Documents
Upload any additional information	View File
Link for additional information	https://mtcc.ac.in/wp-content/uploads/2024/10/2.3.1-upload.pdf

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

The institution encourages faculty members to use ICT enabled teaching tools to enhance learning. ICT enabled teaching learning process is supported with regular practical sessions, online courses, online tests, use of LCD projectors for seminars and workshops, productive use of educational videos and Open Access e-resources

- **Learning Management Systems such as Moodle, Google Classrooms, Zoom, Microsoft Teams and YouTube videos for facilitating online teaching, learning and assignment distribution**
- **Embase Pro suit: Faculty members use Embase pro suit for managing student records, attendance and outcome based academic performance**
- **Over 20 window machines in the college computer science lab and network resource centre offer free internet access to students and support computer and web-based examinations.**
- **KOHA, an open-source Integrated Library System (ILS), ensures access to library resources, contributing to advanced educational environment.**

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

54

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

54

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

20

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

305

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The institution follows the regulations set by its affiliated University for conducting internal assessments. Student assessment is multi-faceted, including test papers, seminars, assignments and classroom participation. Science departments evaluate practical skills, laboratory performance, experimental aptitude and maintenance of lab records by students. Departmental orientations are regularly conducted to keep students well informed about assessment criteria and expectations. Internal Examination Committee of the institution conducts internal examinations centrally, ensuring consistency and impartiality. Adopting a centralised approach also enhances the reliability of evaluations. Consolidated internal examination marks, monthly attendance, assignment and seminar scores are displayed on department notice boards. An effective grievance redressal mechanism ensures addressing the concerns raised by students and ensures that their rights are upheld. Upon publication of internal marks, parent teacher meetings are convened to discuss about student's progress and to have a collaborative participation between teachers and parents in enhancing students' academic growth, excellence and overall development.

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

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

The institution has constituted a Grievance Redressal Committee to ensure students welfare and to address examination related concerns.

The committee operates on a three-tier system.

At the department level, students can first approach their subject tutors, for addressing their academic concerns. If unresolved, the matter will be forwarded to the Head of the Department for further investigation and intervention. If they remain unsatisfied with the resolution at department level, they are directed to approach the Head of the Institution or Principal.

The college level grievance redressal mechanism comprising faculty members and administrative members will further look in to that matter and ensures that no grievance remains unaddressed. They review the cases with utmost diligence, ensuring that decisions are made impartially, maintaining the integrity of the examination process while upholding the rights and concerns of the students. The committee also addresses grievances related to attendance arising from participation in extracurricular activities such as sports, arts, NSS and other co-curricular endeavours.

Thus, the Grievance Redressal Committee underscores the college's commitment to foster a supportive learning environment where every student's concerns is addressed and resolved promptly and impartially.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://mtcc.ac.in/composition/mtcc-iqac/#

2.6 - Student Performance and Learning Outcomes

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

The institution follows Programme and Course outcomes, crafted by the Departmental Advisory Committee (DAC) in alignment with university syllabus. Program Learning Outcomes (PLOs) and Course Learning Outcomes (CLOs) are displayed on our Institute's website and the University of Calicut website. These outcomes are outlined and readily accessible on the college website for ensuring that faculty members and students are well informed about the same. During departmental orientation meetings, the head of the department and class tutors elaborate and explain about program and course outcomes to the students. For newly appointed faculty members and students, IQAC organises induction programs and encourages all

faculty members to attend FDPs and workshops related to Outcome Based Education (OBE). Engaging students in discussions during bridge courses, induction programs, and Parent Teacher Association (PTA) meetings strengthens their understanding. Hard copies of the syllabus and learning outcomes are available in all the respective departments for ready reference. The IQAC observes and assesses the learning outcomes of the programmes periodically.

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

In Outcome Based Education (OBE), various tools and methods are employed to determine the attainment of CLO's. This involves assessing students' knowledge and skills based on their performance in class tests, internal assessment tests, assignments, semester examinations, seminars, laboratory assignments/practical, projects, Internship, and Viva voce. Along with this, course exit surveys, examiner feedback and internships provide insights into students' perceptions and thoughts about their acquired knowledge and skills. Monitoring Students progression to higher studies and placements provide valuable insights in to learning outcomes.

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

222

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)

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	[View File](#)

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

3.1.2.1 - Number of teachers recognized as research guides

8

File Description	Documents
Any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	<u>View File</u>
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

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

In 2022-23, Mar Thoma College Chungathara made significant strides in advancing its innovation and incubation ecosystem. Building on previous initiatives, the college registered with the Institution Innovation Council (IIC), establishing a structured platform for fostering creativity and research. Through IIC, the college organized three research-focused seminars and workshops, aiming to enhance research capabilities and innovation among students and faculty.

One key event was a workshop on Data Analysis Using SPSS, which equipped participants with essential data handling and analysis skills crucial for academic research. Another highlight was a One-Day Workshop on Research Methodology, providing foundational techniques and insights to conduct methical research. The college also held a session on APA Style guidelines, crucial for academic writing and proper citation in scholarly work.

These initiatives reflect the college's commitment to nurturing an environment conducive to intellectual growth and practical skill development. Mar Thoma College's ongoing efforts in fostering an innovative and supportive ecosystem demonstrate its dedication to advancing research aptitude, academic excellence, and a well-rounded educational experience for its students and faculty.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

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

3

File Description	Documents
Report of the event	<u>View File</u>
Any additional information	<u>View File</u>
List of workshops/seminars during last 5 years (Data Template)	<u>View File</u>

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

6

File Description	Documents
URL to the research page on HEI website	<u>https://dor.uoc.ac.in/</u>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<u>View File</u>
Any additional information	**No File Uploaded**

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

16

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

3

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

The Community Extension Programme 2022-23, organized by Mar Thoma College, Chungathara, as part of its Ruby Jubilee Celebrations, demonstrated a strong commitment to community development in collaboration with Chungathara Grama Panchayath, Kudumbasree Mission, and KILA. The program focused on a comprehensive family health survey across six wards to detect lifestyle diseases, kidney ailments, and cancer risks, resulting in a detailed family health database and blood group directory.

Workshops empowered women in entrepreneurship and sustainable practices like organic farming and water quality testing, promoting local economic growth. Career orientation programs were also conducted in collaboration with KILA, helping unemployed individuals

enhance employability and self-reliance. Additionally, a Community Extension Center was established on campus to support ongoing initiatives and serve as a hub for future community development programs.

The programme engaged 350 students and 40 faculty members, fostering a meaningful exchange of knowledge and resources. This initiative strengthened ties between the college and the community, making a lasting impact on the socio-economic conditions and health awareness in Chungathara Panchayath, benefiting both the community and students' holistic development.

File Description	Documents
Paste link for additional information	**Nil**
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

1

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

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

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

15

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

739

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

41

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

4

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	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, 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	http://marthomacollegechungathara.org/wp-content/uploads/2020/01/4.1.1-SP.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

- Table tennis
- Volleyball Court
- Football Court
- Badminton Court
- Cricket
- Softball Court
- Kabaddi Court
- Basketball Court
- Netball Court
- Korfball Court
- Long Jump Pit
- Mini football Facility
- Handball Court
- Plyometric facility
- Yoga facility
- Weight training facility
- Rope climbing facility
- Tug of war facility
- Cricket net practicing facility

- ○ **Pull up facility**
- ○ **Gym ball facility for core exercise**
- ○ **Stadiometer**
- ○ **Sepak takraw Court**
- ○ **Aerobic & Zumba facility**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://mtcc.ac.in/wp-content/uploads/2024/10/4.1.2-SP-01.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/facilities/seminar-hall/
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)

90.75925

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 .It is user driven open source Software. It is cost effective hence a good economical alternative.

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 track a track record of human movement from library during the open hours. 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/2024/10/4.2.1.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)

1.54705

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

62.5

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 regularly updates its IT infrastructure to meet evolving educational needs. The campus features 250 Mbps internet, Wi-Fi in all academic departments and seminar halls, and essential IT tools such as LCD projectors, laptops, desktop computers, scanners, and printers. The administrative office is equipped with computers, Wi-Fi, and a multifunctional device for printing, scanning, and photocopying.

To improve network performance, the institution has replaced a part of the network with fibre optics and installed gigabit switches, enhancing speed and reliability. Wireless connectivity supports ICT-enabled teaching, and the college uses Embase Pro Suite (LMS) for attendance marking and other academic functions.

Regular maintenance ensures that defective accessories, such as keyboards and mice, are replaced promptly. K7 antivirus software is installed on all systems and is updated regularly for cybersecurity. The computers in the Physics, Computer Science, and Language labs are updated in line with syllabus changes.

The Network Resource Centre provides students with browsing, scanning, printing, and photocopying facilities, fostering a productive learning environment. The college conducts regular training programs to help staff use ICT tools effectively for teaching and administrative tasks.

In addition, the institution is committed to environmental sustainability by utilizing energy-efficient equipment and responsibly managing e-waste.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://mtcc.ac.in/facilities/language-lab/

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)

90.75,925

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. Campus Wi-Fi 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. 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/wp-content/uploads/2024/10/4.4.2-SP-01-21-22-new.pdf

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

487

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

84

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to Institutional website	https://mtcc.ac.in/wp-content/uploads/2024/11/5.1.3-FINAL-FINAL.pdf
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

615

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

615

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

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

48

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

134

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
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

28

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.

42

File Description	Documents
e-copies of award letters and certificates	View File
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)

Our college promotes student participation in the academic and administrative endeavours of the institution through the College Union and Department Associations. We follow a parliamentary system

of election in the campus, as per government directives.

The Principal is the President of the College Union and it comprises of various office bearers to oversee student affairs. The post of Vice Chairmanship and the Joint Secretary are reserved for ladies. The Union coordinates arts and sports events and also organizes various events such as blood donation camp, literary fests, food fests, film festivals, exhibitions, celebration and commemoration of days of importance, seminars, workshops and so on. Each department has a department association to coordinate department level activities, under the guidance of the department heads.

The students of our college participate in the activities of clubs and cells, such as women cell, Entrepreneurship Development Club, Planning forum, Bird Watching Club, Nature Club, Health Club, Debate and Literary Forum and English Club. The College has two NSS units functioning under the guidance of two programme officers. Student Initiative in Palliative (SlP) is a sub organization of palliative care where students actively participate in the sacred work of palliative care.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/wp-content/uploads/2024/10/MERGED_merged_merged.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

28

File Description	Documents
Report of the event	<u>View File</u>
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)	<u>View File</u>

5.4 - Alumni Engagement

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

The Alumni of Mar Thoma College are esteemed ambassadors of its legacy. The college's Alumni Association, officially registered in 2022-23 under the Societies Act XXI of 1980 (registration number MPM/CA/126/2023), actively supports the institution's growth through financial aid, scholarship, mentorship, and organized events.

In 2022-23, the association conducted various impactful activities. The Physics Department held an alumni reunion, Samanyam 2023, on March 18, 2023, while the Commerce Department hosted Ormayude Olangalil on December 28, 2022. These gatherings created valuable opportunities for networking, professional connections, and fostering a sense of community.

The Alumni Association further supports academic excellence by providing cash awards to college and department toppers, encouraging students to reach higher standards in their studies. Alumni members, including distinguished politicians, writers, scientists, government officials, and business leaders, frequently return to the college to interact with and inspire current students.

Through such contributions, the Alumni Association has become a pillar in the college's academic and cultural development. Mar Thoma College appreciates the continuous involvement and support from its alumni, who contribute significantly to the institution's progress and help shape the future of its student body.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/wp-content/uploads/2024/10/MERGED-FINAL_merged-1.pdf
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	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Mar Thoma College Chungathara focuses on empowering youth from rural and semi-urban areas, preparing them for meaningful roles in society. With an emphasis on inclusive governance, the college ensures both students and teachers have a significant voice in decision-making.

The Governing Council, made up of 12 members, including educationists, legal experts, and visionary leaders, sets the institution's strategic direction while promoting gender equality in leadership. Within the college, the Staff Council, comprising the Principal, Heads of Departments, and representatives from non-teaching staff, oversees daily operations. The Teaching Council involves all teaching staff in academic discussions, while each department has a Department Council for focused academic guidance.

Student representation is central to the governance structure, with Student Councils in each department providing a platform for students to express their ideas and concerns, actively shaping their academic experience.

The college also offers various programs, including job-oriented courses, seminars, webinars, and the activities of clubs and associations. These initiatives aim to address issues like gender discrimination and build students' self-esteem. This collaborative

approach ensures that students graduate with the skills and confidence needed for success in both their personal and professional lives.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/vision-mission/
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.

The college follows a decentralized administrative and academic structure that promotes participative management. Its governance is overseen by a Governing Council, which comprises a chairman (Manager) and eleven members. The College Council, a statutory body, includes the Principal (who acts as chairman), heads of departments, and two nominated members from the teaching staff apart from superintendent and librarian. This council assists the Principal in managing the college's internal affairs.

Academic and administrative decisions are made by the Principal through consultation with both the Governing Council and College Council. Policy decisions are primarily shaped by the Governing Council. To ensure smooth financial operations, the Finance Committee is responsible for handling financial matters such as budget preparation, resource mobilization, and monitoring the institution's income and expenditures.Decentralization is also practised through specialized committees which includes the Building and Construction Committee, which manages construction projects, maintenance, and estate management. The Hostel Committee oversees the functioning of the women's hostels, ensuring their smooth operation. Additionally, the ICT Coordination Committee manages the college's IT infrastructure and the functioning of computer labs. Through this structure, the college fosters a collaborative approach to decision-making, ensuring effective administration and the involvement of various stakeholders in governance.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/governance22-23/
Upload any additional information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

To boost students' employability and prepare them for the competitive job market, the institution is implementing several key initiatives. A partnership with Tally Institutes now offers diploma courses alongside regular degree programs, enhancing job prospects. The institution is also expanding its extension activities, engaging students in practical experiences that equip them to tackle real-world challenges.

Recognizing the growing importance of practical skills, the institution is launching skill enhancement training programs that focus on essential competencies across various fields. These programs complement theoretical learning, ensuring students are well-rounded and industry-ready. In addition, significant efforts are being made to upgrade infrastructural facilities to international standards, providing students with high-quality resources and learning environments comparable to those in top foreign institutions.

To further enrich students' skill sets, the institution is introducing certificate courses, offering additional opportunities for career advancement. These initiatives reflect the institution's commitment to holistic student development and its proactive approach to meeting the evolving demands of the global job market. Through these strategic measures, the institution ensures that its graduates are well-prepared to succeed in both local and international professional environments.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://mtcc.ac.in/wp-content/uploads/2024/10/strategic-plan-21-26.pdf
Upload any additional information	No File Uploaded

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

The college's vision centers on empowering students from rural and suburban backgrounds to become agents of social change and personal

growth. With over 80% of its students coming from these areas, the institution has crafted policies that focus on building self-esteem, knowledge, critical thinking, occupational and soft skills, and decision-making abilities. Transparency is emphasized across both academic and non-academic affairs.

In collaboration with the Internal Quality Assurance Cell (IQAC) and various departments, the college has launched numerous initiatives to bring its vision to life. These efforts are guided by a comprehensive policy document that ensures all actions align with the institution's core values and principles.

The ultimate goal of these initiatives is to equip students with the tools, confidence, and skills they need to pursue higher aspirations and make positive contributions to society. Through this holistic approach, the college not only supports individual student growth but also works toward creating a better, more equitable world for all.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/governance22-23/
Link to Organogram of the institution webpage	https://mtcc.ac.in/governance20-21/#organogram
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The college is committed to supporting its staff through a wide range of comprehensive benefits and facilities. Employees have free access to a computer lab and Wi-Fi, ensuring smooth work and research capabilities. Professional development is encouraged, with leave readily granted for attending seminars and conferences. On-campus accommodation is available, and staff can enjoy the discounted noon meals at the college canteen.

To further enhance their skills, staff are offered workshops on relevant topics. Financial stability is supported through advance salary payments upon request. The college also extends financial assistance for the medical needs of non-teaching staff and their families. Additionally, both staff and their children can freely use the college's sports and infrastructure facilities outside of regular hours.

The institution recognizes the importance of appreciating its staff, celebrating retirements with farewell gatherings and acknowledging achievements at departmental functions. These benefits not only focus on staff well-being but also foster a positive and supportive work environment that encourages growth, satisfaction, and success. Through these thoughtful measures, the college ensures that its staff feel valued and empowered in both their personal and professional lives.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

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

15

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

8

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

19

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

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

The institution implements an annual Self-Appraisal System for both teaching and non-teaching staff, fostering a culture of continuous evaluation and development. Teaching staff are subject to a Performance Appraisal System, following UGC regulations, as part of their eligibility for promotion. Faculty must meet the minimum API (Academic Performance Indicator) scores as per the UGC Career Advancement Scheme guidelines. Their assessment includes self-appraisal reports and student feedback, ensuring a comprehensive evaluation process.

For non-teaching staff, UGC regulations do not govern promotions. Instead, promotion eligibility is based on a minimum service period of 10 years, contingent on vacancies and adherence to government rules. Non-teaching staff are required to complete self-appraisals and are evaluated through departmental tests conducted by the Kerala Public Service Commission. Feedback is regularly collected, analyzed, and used to implement corrective measures for improvement.

To ensure high-quality teaching, feedback on courses coordinated by faculty is analyzed by the Internal Quality Assurance Cell (IQAC), and recommendations for improvement are made. Additionally, the Teachers Diary, Parent-Teacher Association (PTA), and Open Houses contribute to creating a supportive environment for performance appraisal for both teaching and non-teaching staff.

Participation in workshops and training sessions on topics such as IT, income tax, PFMS, KSR, and Egrantz is encouraged to enhance staff expertise. The institution prioritizes staff development and ensures a transparent, fair evaluation process, supporting career growth and overall professional development for all its employees.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.4 - Financial Management and Resource Mobilization

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

The college operates with a highly structured and transparent financial management system. The Principal and Bursar share the responsibility of overseeing management funds, under the supervision of the Managing Committee. UGC grants are allocated based on the recommendations of relevant committees, ensuring proper utilization. The PTA Executive Committee manages PTA funds, while the College Students' Union Fund is handled by the Principal, guided by the Staff Advisor.

Transparency is maintained through annual audits of management-provided funds, with audit reports submitted to the Sabha Mandalam for approval. The college uses computerized management accounts, maintained by dedicated staff. These accounts undergo an internal audit by a Chartered Accountant appointed by the Mar Thoma Church, followed by an external audit. Any recommendations from the audit are implemented by the Governing Council.

Funds from external sources, such as UGC, government, and university contributions, adhere to established standards. UGC funds are audited by a Chartered Accountant, with utilization certificates and reports submitted to the UGC for review. Government funds are externally audited by officials from the Directorate of Collegiate Education (DCE) and the Accountant General's (AG) Office.

This meticulous financial management process reflects the college's commitment to accountability, compliance, and transparency, ensuring efficient use of resources. It fosters trust and confidence within the college community, reinforcing the institution's dedication to ethical financial practices.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/wp-content/uploads/2024/10/Audited-Account-Statements-2022-23.pdf
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)

40.5

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
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's funding comes from a diverse range of sources, including contributions from stakeholders such as well-wishers, the Parent-Teacher Association (PTA), alumni, and the Mar Thoma Church. Additionally, support is received from governmental bodies like the University Grants Commission (UGC) and the state government. To further enhance its financial resources, the college actively seeks additional funding through project proposals submitted to organizations such as the UGC and Rashtriya Uchtham Shiksha Abhiyan (RUSA), as well as through its own management initiatives.

Revenue is also generated through self-financing streams, primarily from course fees. These funds are earmarked for specific purposes, including payments to guest lecturers, library acquisitions, and the procurement of equipment for self-financing students. Furthermore, the institution benefits from endowments designed to support needy students, recognize academic excellence, and memorialize individuals through scholarships. The interest generated from these endowment accounts contributes to the overall revenue.

Additional income sources include hostel fees and earnings from the college's assets, such as a rubber estate. Throughout its funding processes, the management remains committed to optimizing resource utilization, aiming to enrich the academic and infrastructural facilities for the institution and its stakeholders. This strategic approach ensures that the college can continue to provide high-quality education and support to its diverse community.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/wp-content/uploads/2024/10/Audited-Account-Statements-2022-23.pdf
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) plays a pivotal role in enhancing the teaching-learning process through a variety of strategic initiatives. Firstly, it offers skill-oriented certification programs designed to develop practical skills, thereby boosting students' credentials and employability. The IQAC fosters an innovation ecosystem that encourages creativity and entrepreneurship among both students and faculty.

The institution actively engages in accreditation and ranking processes to measure performance against established standards, ensuring continuous improvement. Stakeholder feedback is collected and analyzed from students, faculty, alumni, and employers to evaluate program effectiveness, enabling informed decision-making.

Technology integration is prioritized to enhance teaching and learning experiences, while tutorials and remedial teaching provide vital support for student success. The IQAC also promotes environmental sustainability through green campus initiatives, demonstrating a commitment to social responsibility.

Annual academic action plans are developed to guide improvement efforts, alongside extension activities that encourage students to engage in community service. To further enhance communication skills, the college provides language labs and courses aimed at improving English language proficiency.

Sports participation is encouraged to promote physical well-being among students, and regular academic and administrative audits are conducted to maintain high-quality standards. The IQAC establishes a continuous feedback loop to solicit insights from stakeholders, which helps refine educational practices and enhance the overall quality of education. Together, these strategies create a dynamic, quality-driven learning environment within the institution, fostering holistic development for all students.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/wp-content/uploads/2024/10/6.5.3-documents_compressed.pdf
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 Internal Quality Assurance Cell (IQAC) of the college prioritizes student education and character development through a systematically implemented strategic plan. Academic programs are administered annually, in alignment with IQAC strategies, where faculty members develop comprehensive teaching plans, activity schedules, and internal examination timetables. The teaching-learning process is subject to periodic reviews based on the academic calendar, internal examination results, and student feedback.

One key initiative of the IQAC is the teacher's diary, which meticulously records class details, test papers, assignments, and seminars. Centralized internal examinations, organized by the IQAC, take place twice per semester in the library rooftop hall, accommodating up to 150 students. Additionally, department-level parent meetings are held to review student performance in examinations, fostering rapport between teachers and parents while inviting suggestions for improvement.

Regular student feedback, collected by the IQAC, facilitates discussions with faculty to assess teaching and learning outcomes. Academic audits conducted by the IQAC identify both effective practices and areas needing improvement, leading to corrective actions that enhance teaching quality and the overall learning environment. Furthermore, department-level faculty meetings

organized by the IQAC focus on examining teaching practices and methodologies.

In line with its initiatives, the college also introduces certificate courses and promotes online learning alongside the regular curriculum, aimed at imparting vocational and life skills. Collectively, these efforts reflect the institution's holistic approach to education and its commitment to continuous improvement.

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

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://mtcc.ac.in/wp-content/uploads/2024/10/College-Annual-Report-2022-23.pdf
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 actively promotes gender equity through various programs

led by various departments and student bodies. The Women's Cell
spearheaded initiatives for the International Day of the Girl Child,
focusing on girls' rights and empowerment, and the International Day
for the Elimination of Violence Against Women, raising awareness on
violence prevention. Additionally, the Cell organized a Financial
Education Program, equipping students with essential financial
literacy skills to foster independence and confidence among young
women.

Gender awareness efforts extended to specialized talks, including a
session with a gynaecologist addressing health issues pertinent to
women. The Students' Union supported inclusivity by celebrating
LGBTQ Pride Day, creating a welcoming space for diverse identities.
The Department of Physics further contributed by organizing a Women
in Astronomy workshop, highlighting the achievements and challenges
faced by women in science. Together, these initiatives demonstrate
the college's commitment to fostering an inclusive, well-informed,
and supportive campus environment for all genders.

File Description	Documents
Annual gender sensitization action plan	https://mtcc.ac.in/wp-content/uploads/2024/10/Annual-Gender-Sensitisation-Action-Plan-2022-23.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/2024/10/7.1.1_SD.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	No File Uploaded
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 placed across the campus to segregate food, paper, and plastic waste. Harithakarma Sena collects plastic waste for disposal. Incinerators are installed in restrooms and hostels so sanitary napkins can be disposed of safely. All campus events adhere to a strict Green Protocol, banning flex boards and promoting eco-friendly materials such as paper and cloth banners.

Liquid Waste Management: Wastewater from the canteen and handwashing facilities is efficiently directed to the gardens and underground pits, ensuring minimal environmental impact.

E-waste Management: The college maximizes the use of electronic devices, with minor repairs handled by staff and significant issues addressed by skilled technicians. A dedicated scrap collection room gathers electronic waste before handing it to an authorized dealer for disposal.

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

Waste Recycling System: Biodegradable waste is converted into compost, and mulching is practised to enhance the campus's waste management efforts.

Hazardous Chemicals and Waste Management: Laboratory chemical waste is managed responsibly. Exhaust fans and fume hoods are used to remove harmful fumes, and strong acids and alkalis are neutralized before disposal.

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

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

A. Any 4 or all of the above

of water bodies and distribution system in the campus

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	**No File Uploaded**
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	*View File*
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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	**No File Uploaded**
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	*View File*

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).

Mar Thoma College, Chungathara, fosters an inclusive environment that promotes tolerance and harmony across cultural, regional, linguistic, communal, socioeconomic, and other diversities. Key initiatives include national celebrations like Independence Day, where events encourage unity and respect for India's multicultural

heritage. Cultural festivities for Onam and Christmas involve all departments, enhancing cross-cultural understanding and inclusivity.

Programs like Snehapadheyam, organized by the Department of Economics, support differently-abled students at Bethaniya Special School, promoting empathy and fostering meaningful engagement. The college's outreach to tribal students at IGMR School, Nilambur, reflects its commitment to socioeconomic inclusivity, as students teach basic subjects and drawing skills every Saturday, bridging educational gaps.

Gender sensitivity initiatives further strengthen the college's inclusive ethos. These include the Women in Astronomy workshop for female students and the celebration of LGBT Pride Day, which featured a creative poster exhibition supporting the LGBTQ+ community organized by the Students' Union and IQAC. Through these programs, Mar Thoma College creates a harmonious, inclusive campus environment, promoting tolerance, respect, and equity among all its members.

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

Through community-centered programs, Mar Thoma College's holistic approach empowers students and staff to be informed, responsible citizens, actively contributing to a just and equitable society.

The Blood Donation Camp fosters a sense of civic responsibility and empathy, encouraging students and staff to contribute to life-saving efforts. Through Anti-Drug Awareness Programs, the college educates students on the dangers of substance abuse, promoting a healthy, responsible lifestyle aligned with societal well-being.

A Disaster Management Class equips participants with essential knowledge and skills to respond effectively in emergencies, reflecting the duty to protect and support one another. In support of inclusivity and social justice, students teach tribal children as part of the Tribal Student Class initiative, bridging educational

gaps and fostering community integration.

Efforts extend to disability support, where students engage with differently-abled individuals in the outer community, cultivating respect and understanding toward diverse needs. Furthermore, the college's involvement in Palliative Care Work emphasizes compassion and service, underscoring the responsibilities of citizens to care for those in need.

Together, these initiatives instill core values of empathy, inclusivity, and social responsibility, preparing students and staff to uphold their duties as engaged, conscientious citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://mtcc.ac.in/wp-content/uploads/2024/10/7.1.9.docx.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

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

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

It is with pride that we present this year's Annual Report, showcasing the vibrant tapestry of events and celebrations that brought our college community together. Each occasion marked our shared commitment to both tradition and innovation, from national observances to cultural festivals, academic workshops, and sports events.

Our year began with patriotic fervor as we celebrated Independence Day and Republic Day, honoring the sacrifices that built our nation. Science Day and GST Day sparked curiosity and learning, engaging students and faculty alike in discussions that bridged theory and practice.

Cultural celebrations like Onam, Christmas, and the ever-popular Mango Day fostered a sense of unity and joy, weaving the diverse traditions of our community into one festive spirit. Our Annual Sports Day witnessed spirited competition, inspiring teamwork and resilience.

Workshops throughout the year enriched academic life, equipping students with skills and insights that transcend the classroom. Together, these events reflect our college's commitment to fostering an inclusive, dynamic environment, where learning extends beyond textbooks and into shared experience, creativity, and celebration.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<u>View File</u>
Geo tagged photographs of some of the events	**No File Uploaded**
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.

Holistic Orientation towards Potential Excellence (HOPE), is designed to nurture students through diverse programs that foster civic, intellectual, creative, social, and academic growth. Our initiatives aim to bring up responsible citizens, innovative thinkers, and compassionate leaders. Civic programs encourage active participation in community service, while intellectual events challenge students to expand their knowledge. Creative workshops stimulate artistic expression, social activities build teamwork and empathy, and academic programs reinforce rigorous learning. Through this integrated approach, HOPE empowers each student to realize their full potential, fostering excellence in all aspects of personal and professional life.

The Sustainable Practices and Resources for an Outstanding, Unpolluted Tomorrow (SPROUT) initiative at our college champions environmental stewardship and sustainable living. Through diverse programs focused on repurposing plastic products, reducing waste, and promoting energy conservation, SPROUT educates and inspires both our campus and neighboring communities. Observing special environmental days, we highlight pressing issues and encourage greener choices in daily life. By engaging students, staff, and local residents, SPROUT strives to build an eco-conscious community dedicated to protecting and preserving our environment, setting a model of sustainability for future generations.

File Description	Documents
Best practices in the Institutional website	https://mtcc.ac.in/wp-content/uploads/2024/10/7.1.2_SD.docx.pdf
Any other relevant information	Nil

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

Mar Thoma College, Chungathara, established on October 28, 1981, focuses on shaping young minds to become genuine partners in building a society where the integrity of creation is upheld. A distinctive aspect of the college is its lasting bond with former faculty members, who continue contributing to this vision. The college hosts several programs that emphasize intellectual exchange and community building. The Dolly Memorial Lecture, held annually, honours a former English faculty member who passed away during service. Additionally, three lecture series endowed by former faculty members promote educational discussions. Departmental former faculty and non-teaching staff reunions during festivals like Onam strengthen the college's community. Alums actively support the institution's mission by conducting various programmes, and reuniting annually. They also recognize academic excellence by awarding cash prizes to top-performing students. The college fosters a strong sense of belonging through events like Hridhyam, a heartfelt reunion of retired teaching and non-teaching staff, and Samanwayam farewell meeting organized by Alum to honor the retiring faculty. This sustained involvement of former staff and alums not only preserves the college's legacy but also nurtures the growth of its students, ensuring that the vision of rural development and educational excellence continues to thrive.

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

Our institution prioritizes maintaining a relevant and competitive curriculum through a systematic review process aligned with the University of Calicut's latest curriculum updates. Key initiatives include the Internal Quality Assurance Cell (IQAC), which has established documentation systems to monitor curriculum implementation, and the academic council, which ensures continuous oversight by department heads and faculty. Faculty members create structured lesson plans, documented in Teacher's Work Diaries, with progress monitored by department heads. To enhance learning, diverse teaching methods such as lectures, presentations, and interactive activities are utilized, fostering teamwork, responsibility, and student-teacher relationships. A Mentor-Mentee program supports students' emotional and academic growth.

Our curriculum integrates social and environmental issues, ensuring holistic education. All students participate in field projects or internships, gaining valuable practical experience. The IQAC collects feedback to inform ongoing improvements, while bridge courses, remedial coaching, and tutorials support diverse learner needs. Digital platforms like MOODLE, Zoom, and Google Meet facilitate accessible learning. Class representatives report issues, discussed monthly in department meetings for timely resolution. These initiatives have led to improved academic performance, stronger industry ties, and curriculum enhancement, demonstrating our commitment to empowering students for success in their fields through comprehensive support and innovative teaching.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	https://mtcc.ac.in/wp-content/uploads/2024/10/CURR._DOCUMENTATION.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous

Internal Evaluation (CIE)

Mar Thoma College Chungathara is committed to academic excellence, rigorously following a structured academic calendar that integrates Continuous Internal Evaluation (CIE) and diverse activities to promote accountability and growth. Each semester, the institution aligns its calendar with the University of Calicut's schedule, posting it on notice boards and the website for accessibility. This calendar includes all curricular and co-curricular events, ensuring timely adjustments for any university updates. At the core of this calendar is CIE, which employs internal assessments, tutorials, seminars, quizzes, and vivas to uphold Outcome-Based Education (OBE) principles. Scheduled as per the academic calendar, these evaluations go beyond traditional exams to foster a comprehensive learning environment.

Extracurricular activities like workshops, seminars, and cultural events are also integrated, enhancing the overall educational experience. The structured calendar encourages punctuality and responsibility among students and faculty, while departmental synchronization allows for effective planning and maximized academic outcomes. Mar Thoma College Chungathara's dedication to its calendar has established it as a highly regarded institution known for academic rigor, consistency, and efficient teaching practices. This meticulous approach fosters continuous improvement, creating a learning environment that is both disciplined and dynamic, supporting students' holistic development.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	- https://mtcc.ac.in/wp-content/uploads/2024/10/Academic-Calendar.pdf

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/	B. Any 3 of the above

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	**No File Uploaded**
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)

48

File Description	Documents
Any additional information	View File
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

941

File Description	Documents
Any additional information	View File
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

Mar Thoma College Chungathara has proactively integrated diverse cross-cutting issues into its curriculum through a multifaceted approach. The institution identifies relevant themes within the affiliated university's curriculum and supplements them with value-added courses, addressing critical issues such as professional ethics, gender, human values, environment, and sustainability. Furthermore, various departments, clubs, and forums - including the Women Development Cell, NSS, Nature Club, Innovation Club and Student Initiative in Palliative - organize awareness programs and workshops to foster understanding and engagement with these essential topics, promoting a holistic learning experience. Mandatory audit courses in professional competency (with plagiarism reports) are integral to postgraduate programs, whereas undergraduate programs comprise audit courses on gender studies, disaster management and intellectual property rights.The institution addresses cross-cutting issues through various other initiatives such as certificate courses, invited talks, monthly lecture series and committees focus on social concerns like grievance redressal and anti-ragging. Students' well-being is supported by a three-tier counselling system. The eco-friendly infrastructure includes rainwater harvesting and solar panels. NSS initiatives promote environmental awareness and gender sensitization through activities like orientation programmes, tree plantation drives, Swachh Bharat Abhiyan, blood donation camps, plastic-free initiatives, energy conservation camps, palliative care works, anti-drug campaigns targeting tribal colonies and the local community surrounding the college.

File Description	Documents
Any additional information	**No File Uploaded**
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

323

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

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

323

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	**B. Any 3 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/2024/10/action-taken-.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/2024/10/action-taken-.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

348

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

101

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

In the academic year 2022-23, the college conducted an entry level test to identify advance and slow learners. Special attention is given to support their academic and extra-curricular competence. The institution has well-functioning clubs and cells that help the learners to excel in their curricular and co-curricular activities. Programmes of various departments are designed with the objective of giving students an academic experience beyond the conventional classrooms.

Following are the activities organised:

Programmes for slow learners

- Bridge Course
- Need based Remedial classes are arranged for slow learners.
- Counselling and Motivational classes
- Question Paper Discussion: Previous years question papers are discussed to facilitate the study of slow learners
- Skill development programmes

Programmes for Advance Learners

- Participation in extra-curricular activities such as intercollegiate fests, quiz competitions etc
- Students are encouraged to do online certificate courses using SWAYAM platform
- Training in drawing chemical structures and molecules using software by Department of Chemistry
- Planning Forum: Invited lectures, discussions and debates are organised on socially relevant topics for advanced learners

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
971	**54**

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

Mar Thoma College Chungathara has always ensured student centric learning environment in all the departments. Institution focuses on individual student needs, their unique learning styles and engages them in the learning process.

Notable programs include:

- **Institutional Visits: Students and Faculty members of Department of Physics visited prestigious research institutes such as Indian Institute of Technology (IIT), Delhi and Inter University Accelerator (IUAC) during 2022-23. Department of Botany has conducted field visits to Botanical Survey of India Coimbatore, Institute of Forest Genetics Tree Breeding Coimbatore and ICAR- Sugarcane Breeding Institute, Coimbatore**
- **40 Plants for Ruby Jubilee: Students of botany department has taken the initiative of planting and nurturing 40 plants in the campus.**
- **Department of Physics has conducted Experiential Lab Training for post graduate students to make them understand Circuit Analysis, Equipment Physics and Signal Processing**
- **Peer Teaching Learning is an integral part of institution's learning system. Department of Botany has organised 'Peer**

Leaded Terrarium Making Workshop' and 'Peer Leaded Documentary Session', as part of Elephant Day Celebration
- **AURORA Management Fest: An inter collegiate management fest organised by Department of Business Administration encouraging critical thinking and problem solving**
- **Debates, Student's Seminars, Quiz Programmes, Manuscript Magazines, Group Discussions and Hands on Training sessions for promoting collaborative training and critical thinking among students**

File Description	Documents
Upload any additional information	[View File](View%20File)
Link for additional information	https://mtcc.ac.in/wp-content/uploads/2024/10/2.3.1-upload.pdf

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

The institution encourages faculty members to use ICT enabled teaching tools to enhance learning. ICT enabled teaching learning process is supported with regular practical sessions, online courses, online tests, use of LCD projectors for seminars and workshops, productive use of educational videos and Open Access e-resources

- **Learning Management Systems such as Moodle, Google Classrooms, Zoom, Microsoft Teams and YouTube videos for facilitating online teaching, learning and assignment distribution**
- **Embase Pro suit: Faculty members use Embase pro suit for managing student records, attendance and outcome based academic performance**
- **Over 20 window machines in the college computer science lab and network resource centre offer free internet access to students and support computer and web-based examinations.**
- **KOHA, an open-source Integrated Library System (ILS), ensures access to library resources, contributing to advanced educational environment.**

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

54

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

54

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

20

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

305

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The institution follows the regulations set by its affiliated University for conducting internal assessments. Student assessment is multi-faceted, including test papers, seminars, assignments and classroom participation. Science departments evaluate practical skills, laboratory performance, experimental aptitude and maintenance of lab records by students. Departmental orientations are regularly conducted to keep students well informed about assessment criteria and expectations. Internal Examination Committee of the institution conducts internal examinations centrally, ensuring consistency and impartiality. Adopting a centralised approach also enhances the reliability of evaluations. Consolidated internal examination marks, monthly attendance, assignment and seminar scores are displayed on department notice boards. An effective grievance redressal mechanism ensures addressing the concerns raised by students and ensures that their rights are upheld. Upon publication of

internal marks, parent teacher meetings are convened to discuss about student's progress and to have a collaborative participation between teachers and parents in enhancing students' academic growth, excellence and overall development.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

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

The institution has constituted a Grievance Redressal Committee to ensure students welfare and to address examination related concerns. The committee operates on a three-tier system.

At the department level, students can first approach their subject tutors, for addressing their academic concerns. If unresolved, the matter will be forwarded to the Head of the Department for further investigation and intervention. If they remain unsatisfied with the resolution at department level, they are directed to approach the Head of the Institution or Principal.

The college level grievance redressal mechanism comprising faculty members and administrative members will further look in to that matter and ensures that no grievance remains unaddressed. They review the cases with utmost diligence, ensuring that decisions are made impartially, maintaining the integrity of the examination process while upholding the rights and concerns of the students. The committee also addresses grievances related to attendance arising from participation in extracurricular activities such as sports, arts, NSS and other co-curricular endeavours.

Thus, the Grievance Redressal Committee underscores the college's commitment to foster a supportive learning environment where every student's concerns is addressed and resolved promptly and impartially.

File Description	Documents
Any additional information	View File
Link for additional information	https://mtcc.ac.in/composition/mtcc-iqac/#

2.6 - Student Performance and Learning Outcomes

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

The institution follows Programme and Course outcomes, crafted by the Departmental Advisory Committee (DAC) in alignment with university syllabus. Program Learning Outcomes (PLOs) and Course Learning Outcomes (CLOs) are displayed on our Institute's website and the University of Calicut website. These outcomes are outlined and readily accessible on the college website for ensuring that faculty members and students are well informed about the same. During departmental orientation meetings, the head of the department and class tutors elaborate and explain about program and course outcomes to the students. For newly appointed faculty members and students, IQAC organises induction programs and encourages all faculty members to attend FDPs and workshops related to Outcome Based Education (OBE). Engaging students in discussions during bridge courses, induction programs, and Parent Teacher Association (PTA) meetings strengthens their understanding. Hard copies of the syllabus and learning outcomes are available in all the respective departments for ready reference. The IQAC observes and assesses the learning outcomes of the programmes periodically.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://mtcc.ac.in/composition/mtcc-iqac/#
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.

In Outcome Based Education (OBE), various tools and methods are employed to determine the attainment of CLO's. This involves assessing students' knowledge and skills based on their performance in class tests, internal assessment tests,

assignments, semester examinations, seminars, laboratory assignments/practical, projects, Internship, and Viva voce. Along with this, course exit surveys, examiner feedback and internships provide insights into students' perceptions and thoughts about their acquired knowledge and skills. Monitoring Students progression to higher studies and placements provide valuable insights in to learning outcomes.

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

222

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)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

8

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

In 2022-23, Mar Thoma College Chungathara made significant strides in advancing its innovation and incubation ecosystem. Building on previous initiatives, the college registered with the Institution Innovation Council (IIC), establishing a structured platform for fostering creativity and research. Through IIC, the college organized three research-focused seminars and workshops, aiming to enhance research capabilities and innovation among students and faculty.

One key event was a workshop on Data Analysis Using SPSS, which equipped participants with essential data handling and analysis skills crucial for academic research. Another highlight was a One-Day Workshop on Research Methodology, providing foundational techniques and insights to conduct methodical research. The college also held a session on APA Style guidelines, crucial for academic writing and proper citation in scholarly work.

These initiatives reflect the college's commitment to nurturing an environment conducive to intellectual growth and practical skill development. Mar Thoma College's ongoing efforts in fostering an innovative and supportive ecosystem demonstrate its dedication to advancing research aptitude, academic excellence, and a well-rounded educational experience for its students and faculty.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

3

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

6

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	No File Uploaded

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

16

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

3

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

The Community Extension Programme 2022-23, organized by Mar Thoma College, Chungathara, as part of its Ruby Jubilee Celebrations, demonstrated a strong commitment to community development in collaboration with Chungathara Grama Panchayath, Kudumbasree Mission, and KILA. The program focused on a comprehensive family health survey across six wards to detect lifestyle diseases, kidney ailments, and cancer risks, resulting in a detailed family health database and blood group directory.

Workshops empowered women in entrepreneurship and sustainable practices like organic farming and water quality testing, promoting local economic growth. Career orientation programs were also conducted in collaboration with KILA, helping unemployed individuals enhance employability and self-reliance. Additionally, a Community Extension Center was established on campus to support ongoing initiatives and serve as a hub for future community development programs.

The programme engaged 350 students and 40 faculty members, fostering a meaningful exchange of knowledge and resources. This initiative strengthened ties between the college and the community, making a lasting impact on the socio-economic conditions and health awareness in Chungathara Panchayath, benefiting both the community and students' holistic development.

File Description	Documents
Paste link for additional information	Nil
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

1

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

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

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

15

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

739

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

41

File Description	Documents
e-copies of related Document	View File
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

4

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	**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, 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	http://marthomacollegechungathara.org/wp-content/uploads/2020/01/4.1.1-SP.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

- Table tennis
- Volleyball Court
- Football Court
- Badminton Court
- Cricket
- Softball Court
- Kabaddi Court
- Basketball Court
- Netball Court
- Korfball Court
- Long Jump Pit
- Mini football Facility
- Handball Court
- Plyometric facility
- Yoga facility
- Weight training facility
- Rope climbing facility
- Tug of war facility
- Cricket net practicing facility
- Pull up facility
- Gym ball facility for core exercise
- Stadiometer
- Sepak takraw Court
- Aerobic & Zumba facility

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://mtcc.ac.in/wp-content/uploads/2024/10/4.1.2-SP-01.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/facilities/seminar-hall/
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)

90.75925

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 .It is user driven open source Software. It is cost effective hence a good economical alternative.

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 track a track record of human movement from library during the open hours. 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/2024/10/4.2.1.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)

1.54705

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

62.5

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 regularly updates its IT infrastructure to meet evolving educational needs. The campus features 250 Mbps internet, Wi-Fi in all academic departments and seminar halls, and essential IT tools such as LCD projectors, laptops, desktop computers, scanners, and printers. The administrative office is equipped with computers, Wi-Fi, and a multifunctional device for printing, scanning, and photocopying.

To improve network performance, the institution has replaced a part of the network with fibre optics and installed gigabit switches, enhancing speed and reliability. Wireless connectivity supports ICT-enabled teaching, and the college uses Embase Pro Suite (LMS) for attendance marking and other academic functions.

Regular maintenance ensures that defective accessories, such as keyboards and mice, are replaced promptly. K7 antivirus software is installed on all systems and is updated regularly for cybersecurity. The computers in the Physics, Computer Science, and Language labs are updated in line with syllabus changes.

The Network Resource Centre provides students with browsing, scanning, printing, and photocopying facilities, fostering a productive learning environment. The college conducts regular training programs to help staff use ICT tools effectively for teaching and administrative tasks.

In addition, the institution is committed to environmental sustainability by utilizing energy-efficient equipment and responsibly managing e-waste.

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

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)

90.75,925

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. Campus Wi-Fi 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. 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/wp-content/uploads/2024/10/4.4.2-SP-01-21-22-new.pdf

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

487

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

84

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to Institutional website	https://mtcc.ac.in/wp-content/uploads/2024/11/5.1.3-FINAL-FINAL.pdf
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

615

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

615

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

A. All of the above

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

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

48

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

134

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
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

28

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.

42

File Description	Documents
e-copies of award letters and certificates	[View File](#)
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)

Our college promotes student participation in the academic and administrative endeavours of the institution through the College Union and Department Associations. We follow a parliamentary system of election in the campus, as per government directives.

The Principal is the President of the College Union and it comprises of various office bearers to oversee student affairs. The post of Vice Chairmanship and the Joint Secretary are reserved for ladies. The Union coordinates arts and sports events and also organizes various events such as blood donation camp, literary fests, food fests, film festivals, exhibitions, celebration and commemoration of days of importance, seminars, workshops and so on. Each department has a department association to coordinate department level activities, under the guidance of the department heads.

The students of our college participate in the activities of clubs and cells, such as women cell, Entrepreneurship Development Club, Planning forum, Bird Watching Club, Nature Club, Health Club, Debate and Literary Forum and English Club. The College has two NSS units functioning under the guidance of two programme officers. Student Initiative in Palliative (SlP) is a sub organization of palliative care where students actively participate in the sacred work of palliative care.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/wp-content/uploads/2024/10/MERGED_merged_merged.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

28

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

The Alumni of Mar Thoma College are esteemed ambassadors of its legacy. The college's Alumni Association, officially registered in 2022-23 under the Societies Act XXI of 1980 (registration number MPM/CA/126/2023), actively supports the institution's growth through financial aid, scholarship, mentorship, and organized events.

In 2022-23, the association conducted various impactful activities. The Physics Department held an alumni reunion, Samanyam 2023, on March 18, 2023, while the Commerce Department hosted Ormayude Olangalil on December 28, 2022. These gatherings created valuable opportunities for networking, professional connections, and fostering a sense of community.

The Alumni Association further supports academic excellence by providing cash awards to college and department toppers, encouraging students to reach higher standards in their studies. Alumni members, including distinguished politicians, writers, scientists, government officials, and business leaders, frequently return to the college to interact with and inspire current students.

Through such contributions, the Alumni Association has become a pillar in the college's academic and cultural development. Mar Thoma College appreciates the continuous involvement and support from its alumni, who contribute significantly to the institution's progress and help shape the future of its student body.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/wp-content/uploads/2024/10/MERGED-FINAL_merged-1.pdf
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	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Mar Thoma College Chungathara focuses on empowering youth from rural and semi-urban areas, preparing them for meaningful roles in society. With an emphasis on inclusive governance, the college ensures both students and teachers have a significant voice in decision-making.

The Governing Council, made up of 12 members, including educationists, legal experts, and visionary leaders, sets the institution's strategic direction while promoting gender equality in leadership. Within the college, the Staff Council, comprising

the Principal, Heads of Departments, and representatives from non-teaching staff, oversees daily operations. The Teaching Council involves all teaching staff in academic discussions, while each department has a Department Council for focused academic guidance.

Student representation is central to the governance structure, with Student Councils in each department providing a platform for students to express their ideas and concerns, actively shaping their academic experience.

The college also offers various programs, including job-oriented courses, seminars, webinars, and the activities of clubs and associations. These initiatives aim to address issues like gender discrimination and build students' self-esteem. This collaborative approach ensures that students graduate with the skills and confidence needed for success in both their personal and professional lives.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/vision-mission/
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.

The college follows a decentralized administrative and academic structure that promotes participative management. Its governance is overseen by a Governing Council, which comprises a chairman (Manager) and eleven members. The College Council, a statutory body, includes the Principal (who acts as chairman), heads of departments, and two nominated members from the teaching staff apart from superintendent and librarian. This council assists the Principal in managing the college's internal affairs.

Academic and administrative decisions are made by the Principal through consultation with both the Governing Council and College Council. Policy decisions are primarily shaped by the Governing Council. To ensure smooth financial operations, the Finance Committee is responsible for handling financial matters such as budget preparation, resource mobilization, and monitoring the institution's income and expenditures.Decentralization is also practised through specialized committees which includes the

Building and Construction Committee, which manages construction projects, maintenance, and estate management. The Hostel Committee oversees the functioning of the women's hostels, ensuring their smooth operation. Additionally, the ICT Coordination Committee manages the college's IT infrastructure and the functioning of computer labs. Through this structure, the college fosters a collaborative approach to decision-making, ensuring effective administration and the involvement of various stakeholders in governance.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/governance22-23/
Upload any additional information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

To boost students' employability and prepare them for the competitive job market, the institution is implementing several key initiatives. A partnership with Tally Institutes now offers diploma courses alongside regular degree programs, enhancing job prospects. The institution is also expanding its extension activities, engaging students in practical experiences that equip them to tackle real-world challenges.

Recognizing the growing importance of practical skills, the institution is launching skill enhancement training programs that focus on essential competencies across various fields. These programs complement theoretical learning, ensuring students are well-rounded and industry-ready. In addition, significant efforts are being made to upgrade infrastructural facilities to international standards, providing students with high-quality resources and learning environments comparable to those in top foreign institutions.

To further enrich students' skill sets, the institution is introducing certificate courses, offering additional opportunities for career advancement. These initiatives reflect the institution's commitment to holistic student development and its proactive approach to meeting the evolving demands of the global job market. Through these strategic measures, the institution ensures that its graduates are well-prepared to succeed in both local and international professional

environments.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File]()
Paste link for additional information	[https://mtcc.ac.in/wp-content/uploads/2024/10/strategic-plan-21-26.pdf]()
Upload any additional information	**No File Uploaded**

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

The college's vision centers on empowering students from rural and suburban backgrounds to become agents of social change and personal growth. With over 80% of its students coming from these areas, the institution has crafted policies that focus on building self-esteem, knowledge, critical thinking, occupational and soft skills, and decision-making abilities. Transparency is emphasized across both academic and non-academic affairs.

In collaboration with the Internal Quality Assurance Cell (IQAC) and various departments, the college has launched numerous initiatives to bring its vision to life. These efforts are guided by a comprehensive policy document that ensures all actions align with the institution's core values and principles.

The ultimate goal of these initiatives is to equip students with the tools, confidence, and skills they need to pursue higher aspirations and make positive contributions to society. Through this holistic approach, the college not only supports individual student growth but also works toward creating a better, more equitable world for all.

File Description	Documents
Paste link for additional information	[https://mtcc.ac.in/governance22-23/]()
Link to Organogram of the institution webpage	[https://mtcc.ac.in/governance20-21/#organogram]()
Upload any additional information	[View File]()

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The college is committed to supporting its staff through a wide range of comprehensive benefits and facilities. Employees have free access to a computer lab and Wi-Fi, ensuring smooth work and research capabilities. Professional development is encouraged, with leave readily granted for attending seminars and conferences. On-campus accommodation is available, and staff can enjoy the discounted noon meals at the college canteen.

To further enhance their skills, staff are offered workshops on relevant topics. Financial stability is supported through advance salary payments upon request. The college also extends financial assistance for the medical needs of non-teaching staff and their families. Additionally, both staff and their children can freely use the college's sports and infrastructure facilities outside of regular hours.

The institution recognizes the importance of appreciating its staff, celebrating retirements with farewell gatherings and acknowledging achievements at departmental functions. These benefits not only focus on staff well-being but also foster a positive and supportive work environment that encourages growth, satisfaction, and success. Through these thoughtful measures, the college ensures that its staff feel valued and empowered in both their personal and professional lives.

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

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

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

15

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

8

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

19

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

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

The institution implements an annual Self-Appraisal System for both teaching and non-teaching staff, fostering a culture of continuous evaluation and development. Teaching staff are subject to a Performance Appraisal System, following UGC regulations, as

part of their eligibility for promotion. Faculty must meet the minimum API (Academic Performance Indicator) scores as per the UGC Career Advancement Scheme guidelines. Their assessment includes self-appraisal reports and student feedback, ensuring a comprehensive evaluation process.

For non-teaching staff, UGC regulations do not govern promotions. Instead, promotion eligibility is based on a minimum service period of 10 years, contingent on vacancies and adherence to government rules. Non-teaching staff are required to complete self-appraisals and are evaluated through departmental tests conducted by the Kerala Public Service Commission. Feedback is regularly collected, analyzed, and used to implement corrective measures for improvement.

To ensure high-quality teaching, feedback on courses coordinated by faculty is analyzed by the Internal Quality Assurance Cell (IQAC), and recommendations for improvement are made. Additionally, the Teachers Diary, Parent-Teacher Association (PTA), and Open Houses contribute to creating a supportive environment for performance appraisal for both teaching and non-teaching staff.

Participation in workshops and training sessions on topics such as IT, income tax, PFMS, KSR, and Egrantz is encouraged to enhance staff expertise. The institution prioritizes staff development and ensures a transparent, fair evaluation process, supporting career growth and overall professional development for all its employees.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling

audit objections within a maximum of 200 words

The college operates with a highly structured and transparent financial management system. The Principal and Bursar share the responsibility of overseeing management funds, under the supervision of the Managing Committee. UGC grants are allocated based on the recommendations of relevant committees, ensuring proper utilization. The PTA Executive Committee manages PTA funds, while the College Students' Union Fund is handled by the Principal, guided by the Staff Advisor.

Transparency is maintained through annual audits of management-provided funds, with audit reports submitted to the Sabha Mandalam for approval. The college uses computerized management accounts, maintained by dedicated staff. These accounts undergo an internal audit by a Chartered Accountant appointed by the Mar Thoma Church, followed by an external audit. Any recommendations from the audit are implemented by the Governing Council.

Funds from external sources, such as UGC, government, and university contributions, adhere to established standards. UGC funds are audited by a Chartered Accountant, with utilization certificates and reports submitted to the UGC for review. Government funds are externally audited by officials from the Directorate of Collegiate Education (DCE) and the Accountant General's (AG) Office.

This meticulous financial management process reflects the college's commitment to accountability, compliance, and transparency, ensuring efficient use of resources. It fosters trust and confidence within the college community, reinforcing the institution's dedication to ethical financial practices.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/wp-content/uploads/2024/10/Audited-Account-Statements-2022-23.pdf
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)

40.5

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
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's funding comes from a diverse range of sources, including contributions from stakeholders such as well-wishers, the Parent-Teacher Association (PTA), alumni, and the Mar Thoma Church. Additionally, support is received from governmental bodies like the University Grants Commission (UGC) and the state government. To further enhance its financial resources, the college actively seeks additional funding through project proposals submitted to organizations such as the UGC and Rashtriya Uchtham Shiksha Abhiyan (RUSA), as well as through its own management initiatives.

Revenue is also generated through self-financing streams, primarily from course fees. These funds are earmarked for specific purposes, including payments to guest lecturers, library acquisitions, and the procurement of equipment for self-financing students. Furthermore, the institution benefits from endowments designed to support needy students, recognize academic excellence, and memorialize individuals through scholarships. The interest generated from these endowment accounts contributes to the overall revenue.

Additional income sources include hostel fees and earnings from the college's assets, such as a rubber estate. Throughout its funding processes, the management remains committed to optimizing resource utilization, aiming to enrich the academic and infrastructural facilities for the institution and its stakeholders. This strategic approach ensures that the college can continue to provide high-quality education and support to its diverse community.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/wp-content/uploads/2024/10/Audited-Account-Statements-2022-23.pdf
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) plays a pivotal role in enhancing the teaching-learning process through a variety of strategic initiatives. Firstly, it offers skill-oriented certification programs designed to develop practical skills, thereby boosting students' credentials and employability. The IQAC fosters an innovation ecosystem that encourages creativity and entrepreneurship among both students and faculty.

The institution actively engages in accreditation and ranking processes to measure performance against established standards, ensuring continuous improvement. Stakeholder feedback is collected and analyzed from students, faculty, alumni, and employers to evaluate program effectiveness, enabling informed decision-making.

Technology integration is prioritized to enhance teaching and learning experiences, while tutorials and remedial teaching provide vital support for student success. The IQAC also promotes environmental sustainability through green campus initiatives, demonstrating a commitment to social responsibility.

Annual academic action plans are developed to guide improvement efforts, alongside extension activities that encourage students to engage in community service. To further enhance communication skills, the college provides language labs and courses aimed at improving English language proficiency.

Sports participation is encouraged to promote physical well-being among students, and regular academic and administrative audits are conducted to maintain high-quality standards. The IQAC establishes a continuous feedback loop to solicit insights from stakeholders, which helps refine educational practices and enhance the overall quality of education. Together, these

strategies create a dynamic, quality-driven learning environment within the institution, fostering holistic development for all students.

File Description	Documents
Paste link for additional information	https://mtcc.ac.in/wp-content/uploads/2024/10/6.5.3-documents_compressed.pdf
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 Internal Quality Assurance Cell (IQAC) of the college prioritizes student education and character development through a systematically implemented strategic plan. Academic programs are administered annually, in alignment with IQAC strategies, where faculty members develop comprehensive teaching plans, activity schedules, and internal examination timetables. The teaching-learning process is subject to periodic reviews based on the academic calendar, internal examination results, and student feedback.

One key initiative of the IQAC is the teacher's diary, which meticulously records class details, test papers, assignments, and seminars. Centralized internal examinations, organized by the IQAC, take place twice per semester in the library rooftop hall, accommodating up to 150 students. Additionally, department-level parent meetings are held to review student performance in examinations, fostering rapport between teachers and parents while inviting suggestions for improvement.

Regular student feedback, collected by the IQAC, facilitates discussions with faculty to assess teaching and learning outcomes. Academic audits conducted by the IQAC identify both effective practices and areas needing improvement, leading to corrective actions that enhance teaching quality and the overall learning environment. Furthermore, department-level faculty meetings organized by the IQAC focus on examining teaching practices and methodologies.

In line with its initiatives, the college also introduces certificate courses and promotes online learning alongside the

regular curriculum, aimed at imparting vocational and life skills. Collectively, these efforts reflect the institution's holistic approach to education and its commitment to continuous improvement.

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

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

File Description	Documents
Paste web link of Annual reports of Institution	https://mtcc.ac.in/wp-content/uploads/2024/10/College-Annual-Report-2022-23.pdf
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 actively promotes gender equity through various programs led by various departments and student bodies. The Women's Cell spearheaded initiatives for the International Day of the Girl Child, focusing on girls' rights and empowerment, and

the International Day for the Elimination of Violence Against Women, raising awareness on violence prevention. Additionally, the Cell organized a Financial Education Program, equipping students with essential financial literacy skills to foster independence and confidence among young women.

Gender awareness efforts extended to specialized talks, including a session with a gynaecologist addressing health issues pertinent to women. The Students' Union supported inclusivity by celebrating LGBTQ Pride Day, creating a welcoming space for diverse identities. The Department of Physics further contributed by organizing a Women in Astronomy workshop, highlighting the achievements and challenges faced by women in science. Together, these initiatives demonstrate the college's commitment to fostering an inclusive, well-informed, and supportive campus environment for all genders.

File Description	Documents
Annual gender sensitization action plan	https://mtcc.ac.in/wp-content/uploads/2024/10/Annual-Gender-Sensitisation-Action-Plan-2022-23.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/2024/10/7.1.1_SD.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	No File Uploaded
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 placed across the campus to segregate food, paper, and plastic waste. Harithakarma Sena collects plastic waste for disposal. Incinerators are installed in restrooms and hostels so sanitary napkins can be disposed of safely. All campus events adhere to a strict Green Protocol, banning flex boards and promoting eco-friendly materials such as paper and cloth banners.

Liquid Waste Management: Wastewater from the canteen and handwashing facilities is efficiently directed to the gardens and underground pits, ensuring minimal environmental impact.

E-waste Management: The college maximizes the use of electronic devices, with minor repairs handled by staff and significant issues addressed by skilled technicians. A dedicated scrap collection room gathers electronic waste before handing it to an authorized dealer for disposal.

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

Waste Recycling System: Biodegradable waste is converted into compost, and mulching is practised to enhance the campus's waste management efforts.

Hazardous Chemicals and Waste Management: Laboratory chemical waste is managed responsibly. Exhaust fans and fume hoods are used to remove harmful fumes, and strong acids and alkalis are neutralized before disposal.

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	A. Any 4 or all of the above

distribution system in the campus

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

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	**No File Uploaded**
Various policy documents / decisions circulated for implementation	<u>View File</u>
Any other relevant documents	<u>View File</u>

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	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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	No File Uploaded
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	View File

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).

Mar Thoma College, Chungathara, fosters an inclusive environment that promotes tolerance and harmony across cultural, regional, linguistic, communal, socioeconomic, and other diversities. Key initiatives include national celebrations like Independence Day, where events encourage unity and respect for India's

multicultural heritage. Cultural festivities for Onam and
Christmas involve all departments, enhancing cross-cultural
understanding and inclusivity.

Programs like Snehapadheyam, organized by the Department of
Economics, support differently-abled students at Bethaniya
Special School, promoting empathy and fostering meaningful
engagement. The college's outreach to tribal students at IGMR
School, Nilambur, reflects its commitment to socioeconomic
inclusivity, as students teach basic subjects and drawing skills
every Saturday, bridging educational gaps.

Gender sensitivity initiatives further strengthen the college's
inclusive ethos. These include the Women in Astronomy workshop
for female students and the celebration of LGBT Pride Day, which
featured a creative poster exhibition supporting the LGBTQ+
community organized by the Students' Union and IQAC. Through
these programs, Mar Thoma College creates a harmonious, inclusive
campus environment, promoting tolerance, respect, and equity
among all its members.

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

Through community-centered programs, Mar Thoma College's holistic
approach empowers students and staff to be informed, responsible
citizens, actively contributing to a just and equitable society.

The Blood Donation Camp fosters a sense of civic responsibility
and empathy, encouraging students and staff to contribute to life-
saving efforts. Through Anti-Drug Awareness Programs, the college
educates students on the dangers of substance abuse, promoting a
healthy, responsible lifestyle aligned with societal well-being.

A Disaster Management Class equips participants with essential
knowledge and skills to respond effectively in emergencies,
reflecting the duty to protect and support one another. In
support of inclusivity and social justice, students teach tribal

children as part of the Tribal Student Class initiative, bridging educational gaps and fostering community integration.

Efforts extend to disability support, where students engage with differently-abled individuals in the outer community, cultivating respect and understanding toward diverse needs. Furthermore, the college's involvement in Palliative Care Work emphasizes compassion and service, underscoring the responsibilities of citizens to care for those in need.

Together, these initiatives instill core values of empathy, inclusivity, and social responsibility, preparing students and staff to uphold their duties as engaged, conscientious citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://mtcc.ac.in/wp-content/uploads/2024/10/7.1.9.docx.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	A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

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

It is with pride that we present this year's Annual Report, showcasing the vibrant tapestry of events and celebrations that brought our college community together. Each occasion marked our shared commitment to both tradition and innovation, from national observances to cultural festivals, academic workshops, and sports events.

Our year began with patriotic fervor as we celebrated Independence Day and Republic Day, honoring the sacrifices that built our nation. Science Day and GST Day sparked curiosity and learning, engaging students and faculty alike in discussions that bridged theory and practice.

Cultural celebrations like Onam, Christmas, and the ever-popular Mango Day fostered a sense of unity and joy, weaving the diverse traditions of our community into one festive spirit. Our Annual Sports Day witnessed spirited competition, inspiring teamwork and resilience.

Workshops throughout the year enriched academic life, equipping students with skills and insights that transcend the classroom. Together, these events reflect our college's commitment to fostering an inclusive, dynamic environment, where learning extends beyond textbooks and into shared experience, creativity, and celebration.

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	**No File Uploaded**
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.

Holistic Orientation towards Potential Excellence (HOPE), is designed to nurture students through diverse programs that foster civic, intellectual, creative, social, and academic growth. Our initiatives aim to bring up responsible citizens, innovative thinkers, and compassionate leaders. Civic programs encourage active participation in community service, while intellectual events challenge students to expand their knowledge. Creative workshops stimulate artistic expression, social activities build teamwork and empathy, and academic programs reinforce rigorous learning. Through this integrated approach, HOPE empowers each student to realize their full potential, fostering excellence in all aspects of personal and professional life.

The Sustainable Practices and Resources for an Outstanding, Unpolluted Tomorrow (SPROUT) initiative at our college champions environmental stewardship and sustainable living. Through diverse programs focused on repurposing plastic products, reducing waste, and promoting energy conservation, SPROUT educates and inspires both our campus and neighboring communities. Observing special environmental days, we highlight pressing issues and encourage greener choices in daily life. By engaging students, staff, and local residents, SPROUT strives to build an eco-conscious community dedicated to protecting and preserving our environment, setting a model of sustainability for future generations.

File Description	Documents
Best practices in the Institutional website	https://mtcc.ac.in/wp-content/uploads/2024/10/7.1.2_SD.docx.pdf
Any other relevant information	**Nil**

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

Mar Thoma College, Chungathara, established on October 28, 1981, focuses on shaping young minds to become genuine partners in building a society where the integrity of creation is upheld. A distinctive aspect of the college is its lasting bond with former faculty members, who continue contributing to this vision. The college hosts several programs that emphasize intellectual exchange and community building. The Dolly Memorial Lecture, held annually, honours a former English faculty member who passed away during service. Additionally, three lecture series endowed by former faculty members promote educational discussions. Departmental former faculty and non-teaching staff reunions during festivals like Onam strengthen the college's community. Alums actively support the institution's mission by conducting various programmes, and reuniting annually. They also recognize academic excellence by awarding cash prizes to top-performing students. The college fosters a strong sense of belonging through events like Hridhyam, a heartfelt reunion of retired teaching and non-teaching staff, and Samanwayam farewell meeting organized by Alum to honor the retiring faculty. This sustained involvement of former staff and alums not only preserves the college's legacy but also nurtures the growth of its students, ensuring that the vision of rural development and educational excellence continues to thrive.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- **Infrastructure and Environment:** Expand green initiatives and maintain facilities like the arboretum and fruit garden. Complete all ongoing RUSA-funded projects for campus improvement.

- **Faculty and Student Development:** Offer quarterly training for faculty in NEP 2020 and digital skills. Organize regular orientation sessions for students on communication, digital learning, and academic goals.

- **Academic Growth:** Update certificate programs and add SWAYAM and Moodle courses to keep students industry-ready. Enhance NET coaching in other subjects to help students succeed.

- **Student Support:** Strengthen mentoring by connecting students with faculty advisors and increase career guidance with alumni support.

- **Clubs and Extracurriculars:** Fund clubs for interdisciplinary projects, and plan cultural and sports events, with NSS leading environmental and community programs.

- **Research Initiatives:** Support faculty research and encourage student scholarships, while increasing workshops and funding applications for research growth.

- **Parent and Alumni Relations:** Collaborate with PTA and alumni to support infrastructure, mentoring, and career workshops.

- **Audits and Quality Checks:** Implement improvements based on academic audits and review IQAC guidelines to meet NAAC standards.