



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	Mary Matha Arts and Science College
• Name of the Head of the institution	Dr. Maria Martin Joseph
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04935241087
• Mobile no	9447277990
• Registered e-mail	mmcmntdy@gmail.com
• Alternate e-mail	principalmmc95@gmail.com
• Address	Mary Matha Arts & Science College, Vemom PO, Mananthavady, Wayanad
• City/Town	Mananthavady
• State/UT	Kerala
• Pin Code	670645
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Grants-in aid				
• Name of the Affiliating University	Kannur University				
• Name of the IQAC Coordinator	Dr Shaju P P				
• Phone No.	9447887703				
• Alternate phone No.					
• Mobile					
• IQAC e-mail address	iqacmmc@gmail.com				
• Alternate Email address	iqac@marymathacollege.ac.in				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://marymathacollege.ac.in/data/downloads/2022-10-17-2-25-28_aqar-2020-2021.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://marymathacollege.ac.in/data/downloads/2022-03-19-6-14-19_academic-calendar-2020-2021.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	83.50	2006	02/02/2006	01/02/2013
Cycle 2	A	3.02	2014	21/02/2014	20/02/2019
Cycle 3	B++	2.85	2019	01/04/2019	31/03/2024
6.Date of Establishment of IQAC			02/03/2006		
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
Mary Matha Arts & Science College, Mananthavady	Construction of Proposed Library Block and Multipurpose Hall, Renovation works and Purchase	RUSA	2019 - 1 Year and 4 months	6500000
8. Whether composition of IQAC as per latest NAAC guidelines		Yes		
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 		View File		
9. No. of IQAC meetings held during the year		6		
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 		No		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 		View File		
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?		No		
<ul style="list-style-type: none"> If yes, mention the amount 				
11. Significant contributions made by IQAC during the current year (maximum five bullets)				
Conducted training programmes for teachers on LMS to create a better learner centric environment.				
Organised international and national webinars on different topics in association with teaching departments.				
Organised induction programmes for the newly appointed teaching and administrative staff of the college.				

Launched a Skill Development Centre to enhance the skills of students. In addition, coaching centres for Civil Service and IELTS were also opened.

Organised two day faculty enrichment programme.

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
Introduce blended mode of teaching learning as per the relaxations issued by the authorities under the COVID 19 pandemic.	Introduced classroom teaching in a phased manner observing Covid 19 protocols. At the same time utilized LMS and ensured the conduct of online classes in all subjects.
Take necessary steps to ensure cleanliness in the campus and health of students and staff members in view of the current pandemic.	The campus was sanitized on a regular basis and all necessary safety measures were taken. All the staff were vaccinated. Vaccination for students was also initiated.
International and national webinars by various departments	Organised international and national webinars by different departments.
Commemoration of the days of national importance	Organised programmes both online and offline to commemorate important days of national and international significance.
Organise alumni engagements through webinar	Several webinars were organised by the departments. Distinguished alumni were invited as resource persons to share their experiences and expertise.
Addition of new books including reference books	Purchased books recommended by the departments
Complete the construction of the new auditorium	Fully furnished new auditorium with a seating capacity of more than 1200 was opened.

13. Whether the AQAR was placed before

Yes

statutory body?	
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
The College Council	17/03/2023
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2021-22	13/02/2023
15. Multidisciplinary / interdisciplinary	
<p>The programmes at Mary Matha Arts and Science College are reflective of its vision and mission, the core of which is to offer intellectual, cultural, moral, social, emotional, physical and aesthetic training to all the students to make them responsible and successful citizens with discipline, integrity, social commitment and democratic values. We promote multidisciplinary approach to learning by offering a Generic Elective Course in the fifth Semester of UG programme by all departments. This course is open to all the students in the institution except for the students of the parent department. The students of parent department can opt a course offered by other departments in the institution.</p> <p>6th semester UG and 4th semester PG students undertake projects which are interdisciplinary in nature. Students receive inputs of faculty from other departments to complete the projects. Seminars/ workshops/ talks/ fests organised by the individual departments are extended to students from other disciplines to promote interdisciplinary approach to the learning process.</p> <p>The college runs several certificate courses which are interdisciplinary in nature to enhance the extensive and comprehensive outlook of the students. The college offers 11 certificate courses of interdisciplinary nature.</p>	
16. Academic bank of credits (ABC):	
<p>Mary Matha Arts and Science College is a non-autonomous college affiliated to Kannur University. The University prescribes the curriculum and all the regulations related to academic programmes. Hence, the college is not entitled to introduce the academic bank of</p>	

credits and multiple entry-exit provisions. However, the curriculum of all our programmes follow modular patterns compatible with easy credit stacking and credit transferability envisaged by ABC. We are encouraging our students to register for SWAYAM Courses with the expectation that once ABC is introduced, they would benefit by the transfer of credits. Our students are also encouraged to take up Certificate and Diploma courses offered by IGNOU Study Centre that operates in the campus. Apart from offering better employability, these programmes will also enable students to reap the benefits of ABC in the future. We also plan to develop all the existing certificate programmes of the college into academic bank of credits once the University approves the ABC.

17.Skill development:

Mary Matha Arts and Science College strives to offer holistic education to our primary stakeholders. The college provides proper weightage to the emotional, physical, social and cognitive wellbeing of the learners so that they become well rounded, confident and constructive members of the society. Skill development has emerged as one of the focal points in higher education. The institution is committed to the skill development of our students so that they can apply the knowledge gained at the college. We have a Skill Development Centre at the college. Civil Service Coaching classes have been started under the Skill Development Centre. We are also offering various certificate programmes in Tally, Python etc., for skill development of the students. BA Functional English programme that the college runs from its inception has integrated on-the-job training programmes to enhance vocational skills. Numerous games, tournaments and coaching conducted by the Physical Education Department provide physical skill development of learners. Regular yoga training and exercise are also availed by the students in large numbers.

Social skills of the students are finetuned by the participation in the extension programmes organised by NSS, NCC, departments and clubs. Students engaged in the extension activities interact with students, public, officials and authorities both within the college and outside.

Value education classes and counselling sessions are also offered in the college to enhance the mental skills of the students. The college organises regular counselling sessions for students under the auspices of the Career Guidance and Counselling Cell. Many students have developed their skills by availing the services.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture,

using online course)

Mary Matha Arts and Science College always makes a concerted effort to integrate Indian knowledge and culture in our teaching learning practices. The college places immense value on experiential learning which is the thrust of the Indian knowledge base. We have switched over to Malayalam as the administrative language. We promote bilingual classroom sessions and encourage our students to undertake field visits to the indigenous community and settings to internalize the diverse culture and tradition of the region. Such exposures motivate our students to respond to the developmental concerns of these communities constructively. For instance, our students serve as mentors to tribal children, otherwise deprived of mainstream education opportunities. The college library has a special collection of vernacular books on Indian literature, tradition, history, culture.

Every year we celebrate yoga day with the full participation of teachers and students. We also promote the practice of yoga throughout the year so that our students imbibe the Indian tradition of meditation and develop harmony with nature. It enables them to synchronize their body and mind and develop their awareness of Indian heritage. National Youth Day is observed in commemoration of Swamy Vivekananda. Onam, the regional festival of Kerala, is enthusiastically celebrated, and the related competitions and performances are designed to promote cultural harmony and preserve indigenous art forms. We also maintain a spacious Heritage Museum with over 500 pieces of agricultural instruments, fishing tools and other valuables of yesteryears.

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

As soon as the UGC proposed the introduction of OBE, IQAC realized its importance and spearheaded the efforts to make the faculty conversant with its framework and finer points. Many teachers of our college participated in various workshops on Outcome Based Education organised at the University level and, finally, OBE got institutionalized in 2019. There are systematic interactions among faculty members, departments and students in the process of OBE transactions. The procedure begins with an annual curriculum plan in the departments which is further integrated with the college level plans incorporating the University academic calendar.

POs and PSOs are introduced to the students at the transaction level during the induction programme. At the beginning of the semester, each faculty member in charge of the course introduces the Course Outcomes (COs) to the students and explains the mode of delivery and

assessment. Students are informed about the mapping of COs with PSOs and POs. An assessment of the achievements of Course Outcomes (COs) and Programme Outcomes (POs) are conducted at the end of each semester both at the departments and college.

20.Distance education/online education:

COVID-19 pandemic had opened the possibility of engaging classes and sessions in the online mode. The college largely utilized the opportunity despite several challenges. In the beginning of the academic year 2020, a Learning Management System (LMS) was introduced in the college. The college also made use of G suite accounts, Zoom, Google Meet, Google Classrooms etc., for engaging the online classes during the pandemic. Several webinars were organized by the departments and college on different topics using the online platforms. Similarly, teachers frequently conducted remedial and additional classes in the online mode using the online tools. Assignment submission, class tests and other tasks were also held using the online platforms. Teachers reaching out to students and vice versa after the regular class timings were made possible in the online education mode.

The college has an IGNOU Study Centre from 2014 onwards. The Centre offers BA and BCom programmes apart from the certificate programmes of CBS (Certificate Programme in Business Skills) and CFE (Certificate Programme in Functional English). The centre is awaiting approval for PG programmes such as MEG (Master of Arts in English) and MCom (Master of Commerce). Nearly 400 students register for various IGNOU programmes in each of July and January sessions of IGNOU admission cycle. Of these new admissions, nearly 20 percent of students belong to SC/ST category. The centre was elevated as an examination centre from December 2018. Nearly 5000 students write IGNOU Term End Examinations at the college.

Since 2017, the college is a Distance Education Centre of the Kannur University. More than 3000 students utilize this centre for contact classes, exams, collection of study materials, mark lists, ID cards and others.

Extended Profile

1.Programme

1.1 10

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

File Description	Documents
Data Template	View File

2.Student

2.1 **814**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 **114**

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

File Description	Documents
Data Template	View File

2.3 **272**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **46**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **46**

Number of sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	10
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	814
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	114
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	272
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	46
File Description	Documents
Data Template	View File

3.2	46
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	37
Total number of Classrooms and Seminar halls	
4.2	140.982
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	115
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

Curricular aspects of courses at Mary Matha Arts and Science College are governed by Kannur University guidelines. The faculty of the college, by being members of University academic bodies, play an important role in the curriculum designing of Kannur University. Most of our teachers are members of the Boards of Studies. When the syllabi were restructured as a part of the introduction of the Choice Based Credit and Semester System, most of our faculty were in charge of designing and detailing the Programmes and Courses, and actively participated in the workshops organized by the University.

To implement the curriculum provided by the University, a common staff meeting is held at the beginning of each academic year. In this meeting, decisions are taken regarding the time frame for completing the syllabi, conduct of internal and mid-semester examinations. The meeting also plans the running of Bridge Courses, Certificate Courses and remedial classes which complement

the effective curriculum delivery. Based on the University academic calendar, the calendar committee finalises curricular and co-curricular activities and publishes them in the Handbook and Calendar of the College. Each teacher maintains a Diary of Academic Work which records the details of the curricular as well as the mentoring activity carried out by him/her. Periodic assessments of the curriculum transactions are held both at the department and college levels.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://marymathacollege.ac.in/data/downloads/2022-07-24-7-57-07_handbook-2021-2022.pdf

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

As an affiliated institution of Kannur University, the evaluation norms of the University are strictly followed by our institution. The college follows the academic calendar of university. In tune with the university academic calendar, the college fixes dates for semester-wise internal exams and model exams in the academic calendar and conducts them accordingly. The College has adopted a method of assessing the academic performance of the students on a continuous basis. IQAC also conducts Academic Audits to ensure the adherence of the college and department academic calendars.

As per Kannur University norms, 20% of the total marks are earmarked for Continuous Assessment (CA). This evaluation is based on a pre-determined transparent system and marks are awarded under the following components of :

- a) Written test, assignments, seminars, and viva for theory courses
- b) Lab involvement, records, and written test for practical courses

To ensure transparency of the evaluation process, CA marks awarded to students under each component of the courses are notified on the notice board at least three days before the commencement of end semester examinations.

If students have complaint/s on CA marks, they can appeal to the HoD and thereafter to the Principal of the college. If not satisfied, students can appeal to the University Grievance Committee headed by the VC, Kannur University.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://marymathacollege.ac.in/data/downloads/2023-02-14-10-45-33_college-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/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

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

1.2 - Academic Flexibility

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

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

10

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

11

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

268

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

The curriculum of Kannur University provides adequate space for enabling students to address issues related to gender, environment and sustainability, and to imbibe human values and professional ethics. Several courses of the UG programmes provide cross-cutting issues and some of them are listed below:

- The course Readings on Kerala addresses the evolution of the concept of gender with reference to Kerala and also focuses on Kerala's struggle against casteism.
- Readings on Life and Nature addresses specific ecological problems and movements.
- Readings on Gender analyses the basic concepts related to gender and critically evaluates the gender related issues in Kerala.
- Readings on Democracy and Secularism helps to create a deeper understanding of the constitutional values and themes.
- Readings on Philosophy of Knowledge creates awareness human rights and the necessity of inclusiveness.
- Many courses in the science stream explain human interactions with the environment and depletion of natural resources. It develops awareness to protect the environment.
- Environmental History of India creates a solid concept of environment and importance of environmental history.
- Biology, Immunology, and Microbiology enables students to get concepts of immunity and also analyses the biodiversity of microbes and their applications.
- The main objective of Non - Conventional Energy Resources is to understand biomass production, tidal energy, and hydroproduction. It provides an overview of solar and wind energy technologies.

In addition, practices and activities of bodies functioning in the campus enhance gender sensitization, environment and sustainability, human values and professional ethics.

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

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

9

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	View File
Institutional Data in Prescribed Format	View File

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

274

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

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://marymathacollege.ac.in/data/downloads/2023-02-11-12-02-21_curriculum-feedback-report_2021-2022.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://marymathacollege.ac.in/data/downloads/2023-02-11-12-01-35_action-taken-report-2021-2022.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

307

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

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

Multiple strategies to analyse the learning abilities of students are employed. The marks obtained in the qualifying exam are considered primarily soon after the admission. Aptitude tests are conducted by the departments at the beginning of the academic year. Accordingly, students are categorised as slow, medium and advanced learners.

Bridge courses are conducted to fill the knowledge gaps. Remedial teaching for slow learners help students understand the concepts better and improve their comprehension. Individual counselling by the faculty periodically ensures their progress. Short notes and simplified study materials provided ensure better intake of information. Participation in departmental activities enhances their confidence and develops a better attitude. Continuous teacher-parent interactions are held to help the students better their academic performance.

For advanced learners, programmes offering guidance and motivation for higher studies and better employment are conducted. Participation in intercollegiate programmes and competitions are encouraged. They are guided to attend seminars and workshops and online courses in NPTEL SWAYAM and Coursera platforms. They are also encouraged to apply for summer research fellowships. Students are assigned as peer tutors. Induction programmes and career guidance and counselling are also offered to make informed decisions. Individual mentoring is provided based on the capacity of students. A list of books and resources for advanced learners are identified and distributed. Internships and on-the-job trainings in industries and interaction with alumni are organized. Coaching for bank tests/NET/JRF/GATE/IAS/JAM are also offered.

File Description	Documents
Paste link for additional information	https://marymathacollege.ac.in/data/downloads/criterion2/2.2.1/
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
814	46

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The college encourages experiential learning by adopting various measures. Internships, on-the-job training and industrial visits are organised by different departments. Well-equipped labs are made available for Physics, Chemistry, Zoology, Biological Techniques, and Computer Science departments. It ensures first-hand experience and enhanced opportunities of learning for the students. Technical skill development is ensured through programming, coding, data analysis, and data entry. Two-week internship programmes are organised as part of academic projects to strengthen students' professional competence and qualifications. The college also offers skill development training and coaching for sports, games, drama, dance and video production. Departments offer certificate courses recognizing the necessity for serving multitude purpose of students intended to provide additional training and necessary qualification. An Innovation Club is established to encourage start-up activities by providing entrepreneurship, innovation and skill development training.

Creative group assignments are undertaken to ensure participative learning through group presentations and debates. The college encourages students' involvement and leadership in the organisation of various competitions, celebrations and club activities. NCC, NSS, Debate Club, Quiz Club, Nature Club and other clubs and associations offer limitless opportunities for

participation and leadership. Discussions, debates, lectures, seminars, and conferences are organised to inculcate critical thinking. Publications and magazines nurture literary and creative skills.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://marymathacollege.ac.in/data/downloads/criterion2/2.3.1/

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

In a fast-growing world where everything changes in a swish of second, the learners need to graduate with in-depth subject knowledge and skills like creativity, critical thinking, communication and collaboration to compete with their peers. The teaching-learning process for the students who have grown up with technology, and internet should be constantly updated and incorporated with ICT enabled tools. Our college employs student-centric teaching-learning pedagogy, incorporating the strategic use of digital technologies to deliver lectures, conduct evaluations and presentations. Apart from the training workshops arranged by IQAC, teachers are encouraged to attend FDPs and trainings related to ICT offered by recognised institutions. The campus, departments, library and all the working spaces have high-speed WiFi and networked computers. Classwise WhatsApp groups, under the guidance of teachers, function as the primary mode of communication.

Online platforms like Google Classrooms, Google Meet and Zoom Video Conferencing are utilised for online teaching. An audio-visual room, and two digital classrooms in each department are used to provide enhanced learning experience. Students are also encouraged to present seminar papers using PPTs to equip them better in the use of these tools. Learning Management Systems (LMS) are effectively utilised to maximize students' learning outcomes. Online resources such as Insertion Learning, eBooks and Kahoot are also utilised for effective teaching and learning. PPT presentations and eNotes are used for effective delivery of lectures.

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

45

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

46

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

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

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

16

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

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

2.4.3.1 - Total experience of full-time teachers

390

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 college has an effective internal assessment process. Students are assessed through internal examinations, assignments, viva etc. Each department conducts at least two internal exams within a semester to analyse the academic progress of students. Departments ensure timely conduct of tests, submission of assignments and presentation of seminars in each semester. Attendance is marked on an hourly basis.

Internal examination is conducted prior to the university examination in a transparent and time bound manner by the Examination Committee. Principal issues directions on the evaluation criteria and fair distribution of marks. The college follows the academic calendar and regulations of the university. Information regarding the conduct of internal exams is given to students in advance. The Examination Committee appoints invigilators to ensure fair distribution of workload and smooth conduct of exams. Proper seating arrangements are made and steps

are taken to avoid malpractices in the examinations. Students are informed of their performance and answer sheets are given back them to ensure transparency in the valuation process.

Grades are intimated to students before forwarding them to university. Classwise PTA meetings are also convened in the wake of the internal assessment to update the progress of the students.

File Description	Documents
Any additional information	View File
Link for additional information	https://marymathacollege.ac.in/data/downloads/criterion2/2.5.1-internal%20split%20up.pdf

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

The institution has an efficient Examination Committee that monitors the smooth conduct of exams. The committee, consisting of a senior teacher and other staff, ensures transparency in all internal assessments and examinations conducted by the departments. The internal evaluation process is completely monitored by the committee. Parents and students are given awareness on the methods and patterns of CIE during the induction programme for newly admitted students. Students can address exam related complaints to the teachers, HoD, Principal or the Grievance Redressal Committee.

The college adheres to the Grievance Committee Regulations stated in the University website. As per the regulations, the institution has in place a three-tier grievance redressal mechanism to address the grievances related to CIE. The grievances by the students are initially addressed to the HoD. In the second stage, students can appeal to the college level Grievance Redressal Committee headed by the Principal. This committee includes students' union advisor, other teaching staff and students' union chairman. The committee promptly acts upon the complaints lodged by the students. Its recommendations include measures such as revaluation, retest, and resubmission. The redressal of the grievances and remedial measures are intimated to the students.

If the grievances are not resolved at the college, a student can appeal to Kannur University Grievance Redressal Committee headed by the Vice-Chancellor.

File Description	Documents
Any additional information	View File
Link for additional information	https://marymathacollege.ac.in/students/grievance-redressal-cell

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.

College follows the curriculum approved by Kannur University to which it is affiliated. IQAC plays an active role in making the content available to students and teachers right from the admissions and tracks the attainment of the outcomes on completion of the programme.

Programme Outcomes (PO) and Course Outcomes (CO) for all the courses offered by the institution are stated and displayed on the college website and notice boards. These outcomes are communicated to students and parents during the orientation programme organised at the beginning of the academic year and also before the commencement of each course by the respective teachers.

The college organizes induction programme for newly appointed faculty and briefs them of the outcomes. The faculty is encouraged to attend FDPs/workshops related to OBE. The need for following OBE is conveyed to faculty and question papers for internal exams are prepared in accordance with the outcomes.

During the tutorial hour, class mentors give an orientation on OBE, its relevance and also the process of evaluation of programmes and course outcomes. In the beginning of each semester respective teachers of each course will explain the pattern of questions and assignments used to assess the outcomes. Soft copies of syllabus with PSOs and COs are also shared with students.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://marymathacollege.ac.in/po_pso_19
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.

The attainment of Programme Outcomes in the college is measured through students' progression to higher studies, and the students' placement in companies and institutions. Placement Cell keeps track of the progression of students.

The HoDs and teachers at the departments ensure that the courses are completed on time. The COs are measured through completion of syllabus, continuous evaluation, setting up of question paper, evaluation, and result. The continuous evaluation is undertaken through tests, quizzes, written assignments, presentation of papers, oral presentations. Evaluation is conducted through viva voce and projects. The teachers of each course would apprise the students of their progress and areas of improvement. The end semester examination of every course is based on written examination conducted by the university.

Year end evaluation of the academic activities both at the department and college are held. Obtainment of POs and COs are assessed in the meetings.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://marymathacollege.ac.in/data/downloads/2023-05-15-11-56-11_2-6-2-attainment-of-programme-outcomes-2021-2022-agar.pdf

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

172

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	https://marymathacollege.ac.in/data/downloads/2023-04-20-2-30-52_annual-report-2021-2022.pdf

2.7 - Student Satisfaction Survey

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

https://marymathacollege.ac.in/data/downloads/2023-02-19-6-12-55_sss-2021-2022.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

10.01760

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

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

6

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

3.2 - Innovation Ecosystem

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

The college has created a vibrant ecosystem for innovations, creation and transfer of knowledge.

The Incubation Center was established in 2021. Orientation programmes and interactions with entrepreneurs were organised for the students. As a result, students of the Department of Computer Science have launched a software application development center. Similarly, students of the Department of Zoology have taken the initiative to start ornamental fish farming.

ED Club was established to inculcate the culture of entrepreneurship among students. The club conducts programmes such as Meet the Entrepreneur, Industry Visits and Entrepreneurship Development Programmes.

Young Innovators Programme (YIP): Students are encouraged to participate in the flagship programme of Kerala Development and Innovation Strategic Council to promote a culture of innovation among students.

Internships: Students are encouraged to participate in internships and training programmes on relevant areas.

Water Quality Testing Services are provided by the Department of Zoology to ensure the water quality of nearby villages. Students and faculty visit the villages with the required gadgets to provide the service. The services are also extended to Local Self Governments and NGOs.

Manufacturing of Hand Sanitizer: Department of Chemistry manufactured and supplied hand sanitizers to Mananthavady Municipality in large volumes during the Covid 19 pandemic.

Research Promotion Committee: This Committee motivates students and teachers to apply for research projects. Of the many applications by the teachers and students for Summer Research Fellowship Programme, two faculty were selected for the same.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://marymathacollege.ac.in/data/downloads/2023-03-06-4-52-41_incubation-center-report-2021-2022.pdf

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

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

14

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

4

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

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

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

14

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

5

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 institution firmly believes that extension activities are an essential part of the academics to ensure the holistic development of the students and to enable the students to develop social responsibility. Several extension activities were organised by the college in the academic year 2021- 22:

- NCC cadets manufactured bottled sanitisers at the college and distributed them through LSGs for free.
- Financial assistance was handed over by the college authorities towards the COVID Relief Fund of Mananthavady Municipality.
- NCC cadets handed over smart phones to deserving students of DCMUP School, Thirunelli to attend online classes during Covid 19 lockdown.
- Department of Commerce made initiatives to assist SHGs, especially Kudumbasree Units, in Accounting and launched a tailoring centre for women from the surrounding areas to help them earn an income.
- The Women's Cell conducted employment training for women in Appappara, a remote forested area inhabited mostly by Paniya and Adiya tribes.
- The NSS volunteers supported the nearby community to convert dry land to farmland.
- The NSS units and UBA Cell provided classroom facilities and furniture in the adopted Village.
- The NSS volunteers in association with Mananthavady Government Hospital conducted a Flash Mob in the city centre to provide awareness on World Hearing Day.
- Department of Zoology conducted a field study research on the massive spread of yellowish-green colour in Panamaram river. The study revealed that colouration was due to the proliferation of green algae caused by anthropogenic activity. The research report was handed over to the LSG for further action.

File Description	Documents
Paste link for additional information	https://marymathacollege.ac.in/extension-activities
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	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

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

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

6

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

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

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

687

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

12

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

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

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

3

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The infrastructure and other amenities in the college are capable of providing the best teaching-learning atmosphere to the students. The college is spread over four blocks in an 18 acre campus.

- The first block houses the administrative wing, twenty-nine classrooms, nine staffrooms, seven HoD cabins, two research centres, indoor stadium, six different laboratories, women's cell, career guidance cell and rooms for other facilities like UPS and E-waste management. The solar panels and water purifying systems of the college are also placed in this block.
- The second block consists of the canteen, co-operative store, IGNOU study centre, college union office, NSS office, NCC rooms, recreation rooms, store rooms and manager's residence.
- The third block includes the AC conference hall, three seminar halls, four staff quarters and Fr Francis Njallanpuzha Memorial Heritage Museum.
- The block four comprises an auditorium with seating capacity of more than 1000 and a library with separate reading, transaction and rack areas, NRC (Network Resource Centre) and discussion room.
- Apart from the blocks, the college also has a gymkhana, outdoor stadium, separate parking areas for staff and students and cabins for security personnel. There are also two ladies' hostels with all facilities in the campus. The entire campus is Wi-Fi enabled and has a total of 115 computers and 24 ICT-enabled rooms.

- The college is a disable friendly campus with facilities such as lift, ramps, parking area for the disabled, wheel chair and disabled friendly washroom.

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

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

The college provides different facilities for cultural activities, games, yoga and sports to enrich student life in the campus. These different activities and facilities help students in developing their multiple talents.

Department of Physical Education provides state of the art facilities to enable students to participate and compete in the various sports and extracurricular activities. The college has a well furnished multi-purpose indoor stadium (43.45*15.00), gymnasium (16.50*7.24) and playground (114.78*105) to encourage the talents in sports and also highlight the importance of physical activities among the college community. Indoor stadium and playground are made available to the public after college hours. The college has trained teams of boys and girls for almost all games such as football, cricket, basketball table tennis, softball, badminton, volleyball, archery, judo and weightlifting. The college also focuses on yoga training and maintains yoga teams. Players from the college compete at university and state level tournaments.

The college provides different facilities to encourage the cultural talents and are given training by professionals from outside. Indoor stadium, portico, audio-visual room, seminar halls and auditorium are open to students to practise and stage cultural programmes. Also, the college has enough open spaces that students can use as temporary stages. Public address system of the college serves as an instant platform for conveying information to the college community.

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

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

24

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

140.982

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 library was shifted to a new building from this year with a carpet area of 6963 sq ft.

Software and Automation

Library has Koha software (Integrated Library Management Software)

Infrastructural Facilities: Reading room, Reference Section, Internet Resources, Digital Library, Research Hub, Periodical Section, Newspaper section, E-book Corner, New arrivals, Issue and Return sections, Discussion Room, Computers for catalogue searching, Reprographic facility. Printer cum photostat machine for public access.

Books and Physical Resources:

The library has a total of 15904 textbooks, 793 reference books, 04 journals and 77 CD and Videos.

Digitization: Access to NLIST-INFLIBNET and OPAC

NRC (Network Resource Centre):

Twelve computers with dedicated internet connectivity are available for students to access digital resources and online journals in the 330 sq ft NRC centre at the library. A laser printer is also available for students to take print outs of materials.

Interventions during COVID 19 pandemic:

Online renewal of books was introduced

Students were given special provisions for accessing library resources/ materials

Fine for late renewal/return was waived for both students and teachers.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://marymathacollege.ac.in/facilities/the-central-library-and-reading-room

4.2.2 - The institution has subscription for the following e-resources e-journals e- B. Any 3 of the above

ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

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)

0.813

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

75

File Description	Documents
Any additional information	No File Uploaded
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

There are 115 computers in the campus accessible both to students and staff. NRC (Network Resource Centre) and student facilitation

centre provide high speed internet connectivity. Wi-Fi facility has enabled students and staff to freely avail internet resources in the campus. Administrative wing of the college functions with enough computers, laptops, printers and UPS. There are separate computers, printers and other facilities in all departments.

The college campus is well-connected with Wi-Fi access points at different locations. Each year the collective bandwidth is enhanced to meet the growing demands. This year the bandwidth was increased to 210Mbps. 'BSNL Spotnet' provides a network with a bandwidth of 110 Mbps and 'Keralavison Broadband' provides a network with a bandwidth of 100 Mbps. Both offer dedicated fiber optic connections. Every staff room and office have a wired connection. Students are provided free Wi-Fi connection with access points at five different locations. The computer labs and library also have internet connectivity. Every system in the computer lab is connected to the network through Category 5 cables. Similarly, the systems in the computer lab of PG students are Wi-Fi enabled. The computers in the library are also connected with two Wi-Fi access points and students are free to access the facility.

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

4.3.2 - Number of Computers

115

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)

20.25

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

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

The college ensures that there are adequate physical, academic and support facilities in the campus by effectively utilising the fund from the management and government. The principal in association with various committees and with Management prepare the annual budget for the maintenance of infrastructure and equipment. Repairs and maintenance are executed by the Management in consultation with the maintenance committee. Separate registers are kept for the proper utilization of the resources.

Annual stock verification is completed with the involvement of staff.

AMC (Annual Maintenance Contract) is finalised with firms for the maintenance of equipment.

Classrooms, boards and furniture facilities are maintained

periodically. Maintenance of ICT-enabled classrooms are routinely carried out by in-house technician.

Anti-virus/anti-malware software are installed and updated at specific intervals.

Library Advisory Committee monitors the functioning of the college library. Required books and journals are finalised and approved by the Principal. Pest control of library books and records are carried out annually.

Maintenance of major equipment in the laboratories are routinely carried out. Trained in-house mechanic and lab assistants ensure regular maintenance.

Playgrounds of the college are maintained annually especially after the rainy season. Condemnation of old sports/games items and purchase of new items are done as per requirement.

The following are the major committees that ensure proper maintenance and utilization of various resources:

- Library committee
- Committee for infrastructure development
- Committee for network and office automation
- Committee for website management

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

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

518

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

39

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://marymathacollege.ac.in/capacity-building-and-skills-enhancement-initiatives
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

0

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

0

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

61

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

111

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

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

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

46

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.

22

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)

A democratically elected students' union ensures the participation of students in curricular, extracurricular and administrative activities of the college. Parliamentary mode of election which was adopted for the election of students' union was later switched over to presidential mode as per the 2018 direction from Kannur University. College Union election was held on 28.01.2022 and the office bearers took charge of the responsibilities.

Union members play key role in the policy and decision-making process pertaining to academic, co-curricular and extra-curricular activities of the college. The College Union Chairperson is a member of the Board of Governors, the highest decision and policy making body of the College. Similarly, chairperson /Vice-chairperson of the Union is an ex-officio member of the IQAC. Student IQAC offers a platform for students to initiate quality initiatives. Students' representations are also ensured in several other committees.

The Union takes leadership in all the co-curricular and extracurricular activities of the college. Fine Arts Secretary coordinates various cultural events of the college. General Captain

is assigned with the role of organizing and monitoring all the sports events of the college. Magazine Editor along with an editorial board finalises the policies, themes and content of the annual college magazine.

NSS and NCC provide ample opportunities for students to connect with the society. Student leaders/secretaries are elected for NSS, NCC and various clubs and they take initiatives in organising various events and activities.

Students participate in various committees like Library, IQAC, Grievance Redressal, Women Welfare, Examination, and College Co-operative Society.

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

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

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

21

File Description	Documents
Report of the event	View File
Upload any additional information	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 association of our college has been running unregistered ever since the first batch of students passed out in 1998. On 11 November 2018, the alumni association of our college Mary Matha Arts and Science College Poorva Vidhyarthi Association was officially registered (Ref. No.WYD/CA/441/2018).

Several department level alumni meetings were organised this year. Career guidance and research-oriented programmes were also organized by various departments in collaboration with alumni. Our former students served as resource persons for seminars and lectures organized by departments.

Besides organising batchwise alumni meetings, the following are the important programs conducted with the support of our alumni:

1. The Literary Club (2021-22) in collaboration with the alumni association organized a debate on Online Education as part of Reading Day Celebration on 23.06.21. Mr Kishore Thomas (2012- 15 batch) was the moderator.
2. Department of English organized a seminar on The Essentials of Academic Writing with Mr Sijo Mathew, an alumnus of the college, as resource person on 04.08.21
3. Department of Mathematics organised a Webinar on The Geometry of Nature: An Introduction to Research Methodology with Dr Nitha Niralda, an alumnus of the college as resource person on 30.07.2022
4. Department of Commerce organized an Alumni Interaction with Ms Anjali Varghese (2017-20 batch) on ACCA on 16.11.21.

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

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision of the college is holistic development of students with sound intellectual, physical, psychological, emotional, and spiritual maturity that will pave the way for a truly democratic, secular, and equitable social order.

The mission of the college is to make knowledge available to students through quality education irrespective of their religion, caste or gender, but keeping in view the educational needs of the Christian community as well, thus to be an active agent contributing to the socio-economic and cultural transformation of Wayanad.

The Board of Governors, the highest authority in the hierarchy of the college, formulates policies for the college in tune with the vision and mission of the institution. The Principal with the assistance of the College Council supervises the implementation of these policies. The IQAC is entrusted to prepare an action plan on various issues like infrastructural development, enhancement of teaching-learning quality, research promotion and extension activities as per the vision and mission of the college. The committees constituted at the beginning of every academic year ensure that all activities are conducted according to the action plan created by the IQAC. The vision and mission propounded by the founders of the institution are materialised at various levels by a collaborative effort of the management, teachers, and administrative staff so that the student community gets maximum benefit from the institution. The academic and administrative bodies of the college function as a well-oiled machine to implement the decisions made at different levels.

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

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

The Board of Governors, the highest hierarchical body of the institution, formulates policies for the college. The Principal with the assistance of the College Council supervises the implementation of these policies. The Internal Quality Assurance Cell initiates and monitors all quality initiatives of the college. Department Councils, Students' Union, PTA, Department Associations and other committees constituted at the beginning of each academic year, ensure the successful execution of all activities. The institution interacts with all major stakeholders through its Student Council, Staff Association, PTA, and Alumni Association.

During the academic year 2021-22, the construction of the new library complex was completed using RUSA fund. Board of Governors, College Council, Project Monitoring Committee, RUSA Coordinator, teaching and administrative staff, Building Committee, Library Committee, PTA and Students' Union were actively involved in the process. In the beginning, the proposal to construct the new library block was approved by the Board of Governors. The site for construction was examined and approved by the Management and Building Committee. Library Committee charted out the requirements for the new library which included a reading room, spacious stacking area, e-resource centre, space for reprographic facilities, librarian's cabin and other amenities. The Project Monitoring Committee which included members of teaching staff, administrative staff and representatives from the management regularly monitored and evaluated the progress of the work. Funds were released with the consent of this committee. The fully furnished library block was inaugurated on 29th April 2022.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The academic year 2021- 22 was crucial for the institution because of the extended lockdown during Covid-19 pandemic. Location of the college in one of the most backward districts of Kerala made the institution vulnerable to many uncertainties. Returning to routine college life was a tremendous challenge. Yet, the institution

proved its grit to overcome the challenges and transform them into opportunities through meticulous planning and execution. The contributions of all the stakeholders for overcoming the unparalleled situation was noteworthy. With the view of NEP 2020, and keeping in mind the masterplan of the institution, a special strategic plan was devised at the beginning of the academic year to overcome the immediate problems and it was effectively deployed.

IQAC team laid the groundwork for returning things to normal and formed strategies for the same. All the departments, committees and clubs came together to create the best possible learning atmosphere and achieve all the objectives of the strategic plan prepared. Academic calendars and college calendar were prepared to execute the strategic plan. Within a few months after easing the lockdown, the college was able to function normally and provided better learning opportunities for the students.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://marymathacollege.ac.in/data/downloads/criterion6/AQAR%202021-2022/6.2.1.pdf
Upload any additional information	View File

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

Administrative setup:The College is managed by the Catholic diocese of Mananthavady, and a senior administrator of the diocese is appointed as the Manager of the Institution. Board of Governors, the highest hierarchical body of the Institution, is comprised of the Patron, Principal, Manager, Deputy Director of the Collegiate Education, Co-ordinator of IQAC, representatives of faculty and Local Self Government Bodies, College Union Chairman and representatives of different stakeholders. Board of Governors approves the policies and amends them as and when required.

Principal is the head of the institution and is responsible for the effective execution of academic and administrative policies and plans of the Government, University and Management.

The College Council, the advisory body to the Principal in

academic and administrative matters, comprises of Principal as Chairperson, Heads of all major departments, and representatives from other minor departments, Co-ordinator of IQAC, College Librarian, Office Superintendent and office bearers of the Teaching Staff Association.

IQAC monitors the quality performance of the institution and prepares Academic and Infrastructure Master Plans in consultation with Governing Body.

The Office Superintendent heads the administrative section.

The librarian coordinates all activities of the library.

Appointment and Service Rules:

The recruitment of staff is as per the norms of UGC, State Government, and Kannur University. Applications are invited from suitable candidates after the vacancies are notified in newspapers and in college website. Kerala Service Rules are strictly adhered to in all service related matters.

File Description	Documents
Paste link for additional information	https://marymathacollege.ac.in/policies
Link to Organogram of the institution webpage	https://marymathacollege.ac.in/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	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The management acknowledges the continuous commitment and undiluted work culture of the teaching and non-teaching faculty. Career advancement of the teaching staff is given due importance by the institution. Teaching staff is granted leave to participate in Orientation Programmes, Refresher Courses, Short Term Courses etc. Participation of the non-teaching staff in courses/seminars related to computer literacy, administrative skill etc. is ensured.

Group Insurance facility is provided to both teaching and non-teaching staff. Teaching and non-teaching staff are granted different types of leaves such as commuted leave, leave surrender facility, maternity leave, paternity leave, earned leave, medical leave etc. as per the norms of the State Government and UGC. Provident Fund (PF), House Rent Allowance (HRA), General Life Insurance Scheme (GLIS), State Life Insurance (SLI), Medical Insurance (MEDISEP)etc. are provided for all the employees. Other welfare measures extended to the staff include:

- Canteen facilities are provided inside the campus at subsidized rates.
- Recreation room and sports facilities like gym, indoor and outdoor stadium are made available for the staff without any membership fee.
- Well-furnished staff quarters are made available for the staff. Annual picnics, celebration of festivals, and periodic get togethers of the staff are organised in the college.
- Staff Benefit Scheme (SBS) functions in the college which provides short and long-term loans to the staff.

- Subsistence allowance for Guest Faculty and Faculty on contract are provided by the Management.
- Achievements of the staff are recognised by the institution and programmes are organised to honour them.

File Description	Documents
Paste link for additional information	https://marymathacollege.ac.in/data/downloads/criterion6/AQAR%202021-2022/6.3.1.pdf
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

1

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

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

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

10

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
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

15

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

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

Teaching staff of the institution maintains a record of their performance and activities, and are required to submit a performance appraisal form every year. Faculty appraisal is also done through the student feedback mechanism. A comprehensive

feedback form is distributed among the students towards the end of each academic year to assess the teaching and communication skills, mentoring and counselling abilities, and how far he/ she was successful in reaching out to the advanced, average and slow learners in the classroom. The common observations of the feedback are intimated to the faculty concerned in the academic meeting and suggestions for improvement are made.

IQAC monitors the time-bound submission and evaluation of the self- appraisal forms and feedback forms. These forms are processed by the Principal, and important feedbacks are shared with the faculty and department. The performance appraisal of the administrative staff is done by the Principal based on the nature and quality of their work. Feedback of the office administration is also collected from the students at the end of each academic year. Skills and efficiency of the administrative staff are monitored and training sessions are organised to enhance the skills. Staff is encouraged to keep pace with the changing developments in their areas and necessary support is provided by the institution to improve their performance.

File Description	Documents
Paste link for additional information	https://marymathacollege.ac.in/data/downloads/criterion6/AQAR%202021-2022/6.3.5.pdf
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

Financial audit ensures transparency and accountability with regard to financial matters. In tune with this goal, the college has both internal and external auditing systems. In the financial year 2021- 22, the audits of the management fund, the PTA fund and the NSS fund were externally audited by authorised chartered accountants. Income and expenditure statement and utilisation certificates were prepared accordingly. Only a few minor objections were raised during the audit. The college takes utmost care in rectifying the queries raised in audit report.

The accounts are maintained by the Accounts Section in the office supervised by the principal. External financial audits are

conducted by the Government agencies. The Deputy Director of Collegiate Education, Calicut, and the Accountant General's office, Thiruvananthapuram, conduct audits annually. Audit objections are acted upon promptly to rectify defects, if any. Various Audit Certificates are maintained meticulously.

Officials from the Deputy Director of Collegiate Education (DDCE) conducted the service verification of the staff retiring from service in the academic year 2021- 22. Service books, salary details, attendance and acquittance of Dr Rakesh Kalia, Dr Joseph K Job and Fr George P V were audited and verified.

File Description	Documents
Paste link for additional information	https://marymathacollege.ac.in/data/downloads/criterion6/AQAR%202021-2022/6.4.1.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)

3500000

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

College has a proper mechanism for mobilizing funds from Central and State governments. With a view to avail funds provided for various projects, proposals are submitted on time and proper utilization of funds are forwarded to the authorities before the stipulated time.

One senior faculty is entrusted by the College Council to be the

Project Co-ordinator. Over the years, the College was sanctioned many projects funded by UGC and other agencies. In the academic year 2021- 22, the College successfully completed the construction of central library and auditorium with funds received from Central and State governments.

Project Co-ordinator, Infrastructure Development Committee, Renovation Committee, Purchase Committee and IQAC co-ordinator monitor the proper utilization of funds allocated for the development of infrastructure in the college.

Every year the Management sets apart a large portion of their budget for the infrastructural development and maintenance. The Management also releases a large amount as advance payment in partial financial support for the starting and completion of projects funded by government agencies. In addition to this, the college also uses funds received from IGNOU study centre, Distance Learning Centre and other agencies for extending the facilities of the institution.

File Description	Documents
Paste link for additional information	https://marymathacollege.ac.in/data/downloads/criterion6/Policies/Resource%20Mobilisation%20Policy.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

IQAC serves as a vehicle that streamlines the efforts of the institution in promoting academic excellence. The genuine efforts of IQAC are central to the development of a system for action to improve the academic and administrative performance of the institution. The IQAC has been the impetus behind the internalization of quality culture and institutionalization of best practices that are the precursors of quality enhancement. Some of the initiatives of the IQAC include the following:

- Monitors and records curricular and co-curricular activities of the institution
- Maintains student, teacher, and non-teaching faculty database

- Enhances curriculum with certificate courses
- Monitors and reviews the teaching learning process
- Standardises the documentation as per the NAAC requirement and onward submission of the same to the authorities and ranking agencies
- Organises programmes to mark important national days of importance also special events
- Maintains student progression for higher education/ placement
- Ensures stakeholder feedback collection and its analysis for improvements
- Timely follow up of student's scholarship
- Conducts administrative and academic audit of the office and departments
- Supervises the academic plan of the departments
- In the academic year 2021-22, SAP committees were constituted to make Green Campus initiatives of the institution more effective.
 - SAP committees for water, sanitisation, energy conservation and waste management met regularly and charted various activities inside and outside the campus to ensure that the college contributed significantly to protect and conserve the environment. Our college was the recipient of "One District One Green Champion" Award, Swachhta Action Plan 2020-21.

File Description	Documents
Paste link for additional information	https://marymathacollege.ac.in/data/downloads/criterion6/AQAR%202021-2022/6.5.1.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

IQAC plays a pivotal role in the college as it regularly monitors and reviews the teaching learning process. In the academic year 2021- 22, the academic calendars of the college and departments were timely prepared and effectively executed with the guidance of IQAC. The first-year students were given an orientation programme in which they were familiarized with the functioning of the college, teaching- learning process, evaluation system, co-curricular activities, and code of conduct to be practised in the

college. Internal examination calendar was charted in consultation with the departments. IQAC ensured the timely conduct of internal examinations, setting up question papers, publication of results and remedial coaching for slow learners. Semester-wise and overall result analysis was conducted and corrective measures were proposed for improving the results. Work Done Diary of the teachers were collected and assessed periodically. IQAC also monitored the mentoring system and remedial coaching. The observations were shared with the teachers in charge.

In the year 2021-22, IQAC intervened in focal areas like the preparation of nominal roll, choice of electives, timetable preparation, course delivery in online/ offline/ blended modes, conduct of seminars, projects, industrial training, organizing invited lectures and collection of feedback at the end of the academic year. IQAC also took adequate initiatives to improve the quality of the teaching learning process through various interventions after the analysis of feedbacks collected.

File Description	Documents
Paste link for additional information	https://marymathacollege.ac.in/data/downloads/2023-02-11-12-01-35_action-taken-report-2021-2022.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://marymathacollege.ac.in/data/downloads/2023-04-20-2-30-52_annual-report-2021-2022.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 institution gives utmost priority to gender equality. It is ensured in all academic and administrative activities of the college.

We value the strength of staff diversity and take proactive measures to achieve gender-balanced leadership. It means a greater diversity of thought, better decision-making and higher employee satisfaction. There is significant evidence for demonstrating the positive impact of women representation in management and in leadership on institutional performance including productivity, achievement, outcomes, and positive culture.

Women members on Academic council, Board of studies, Department Associations, Clubs, and other decision-making bodies ensure opportunities, benefits, rights, and obligations in terms of gender equity. More than 50% of the faculty of the college are women. Besides, two heads of Departments, many conveners and coordinators of decision-making bodies comprise of women faculty.

Among the students, gender equality is ensured by giving equal opportunities to all students irrespective of their gender. Class representatives are selected without any discrimination based on their gender. The college constantly strives to bring a positive change in the attitude and support equity among genders within the institute and in our outreach programmes. We also incorporate features to sensitize students on gender equity through curricular

and co-curricular activities.

The Institution is genuinely concerned about women issues and therefore imparts gender sensitivity among students and faculty through various cells, committees and other initiatives such as Legal Awareness programmes, Human Rights and Gender Awareness classes, Skill Development Classes, Women Empowerment talks, seminars, and conferences.

File Description	Documents
Annual gender sensitization action plan	https://marymathacollege.ac.in/data/downloads/criterion7/AQAR%202021-2022/7.1.1.a%20Gender%20action%20plan%202020-21-1.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://marymathacollege.ac.in/data/downloads/criterion7/AQAR%202021-2022/7.1.1%20Gender%20Equity%20-%20Links.pdf

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

A. 4 or All of the above

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

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

The college steadfastly promotes a sustainable community with proper sensitization among the students and general public. The institution has a policy for different kinds of waste management. It ensures that the disposal process is carried out in an efficient and effective manner.

Solid waste management

- Cleaning drive to collect and segregate wastes
- Bins for the segregation of waste at the source
- Biogas plant for the management of bio-degradable waste
- Non-degradable waste is sold to vendors for recycling
- Single use plastic is banned within the campus so plastic waste is comparatively less
- Broken glass wastes and non-usable instruments are collected for recycling after thorough cleaning

E-waste management

- Awareness programmes are organised
- Museum is maintained to exhibit important components of earlier versions of computers
- E-waste is disposed scientifically in collaboration with a private firm
- Selected E-wastes are retained for Hardware Training for UG and PG students

Liquid waste management

- Chemicals are diluted before discarding in the wash basin
- Inorganic liquid wastes are neutralized before disposal
- Liquid waste from washrooms is drained into concealed drains connected to the municipality drainage system
- Liquid waste is effectively managed to promote zero stagnation

Hazardous Chemicals and Radioactive Waste

- Media and microbes are removed according to approved procedures
- Glass waste is collected and discarded separately
- Before disposal, acids and bases are neutralized

Incinerators are used for treating bio medical waste and sanitary pads.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

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

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

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
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).

Prime focus of the institution is to inculcate cultural, regional, linguistic, and communal values among the student community hailing from diverse backgrounds. The institution creates an environment for imparting values by celebrating all important festivals highlighting diverse culture. Programmes are organized

on national integration, art and culture, festivities and traditions.

As per the regulations of the affiliating university, admissions are done on an inclusive basis incorporating SC, ST, differently abled, and backward communities. Seats are also reserved for community and management quota that allow the provision to admit students from poor financial background.

Student induction programme for freshers helps to overcome regional, social and cultural differences among students.

The committees constituted in the campus like Grievance Redressal Cell, Anti Sexual Harassment Cell, Internal Complaints Committee, Committee for Gender Justice, Discipline Committee and Anti-Ragging Cell ensure justice, equality and inclusiveness in the campus.

The College has an inclusive curriculum with topics related to human rights, peace, tolerance, compassion, harmony, and promotion of social values, awareness on environment protection and ethics.

Institution offers scholarships and fee concessions for deserving students at various levels.

Divyangjan-friendly infrastructure, visit and support to social welfare centres, old age homes and extension activities in tribal villages are other initiatives for providing inclusive environment.

Gender inclusiveness is ensured in academic and administrative positions and in committees.

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	View File

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

Our vision is the holistic development of students with sound intellectual, physical, psychological, emotional, and spiritual

maturity that will pave the way for a truly democratic, secular, and equitable social order.

- The college inculcates patriotic sense among the students through various ways. Student orientation programmes conducted every year emphasize the significance of constitutional obligations and responsibilities of students as nation builders.
- Presidential mode of election is conducted to form College Union (Students Council). Its functioning in the college is one of the best platforms to experience the values, rights and duties of citizens.
- National anthem is sung on every working day in the college. National leaders and symbols are respected.
- Commemorative days of national leaders are celebrated by organising various programmes and competitions.
- There are courses offered by the institution which focus on fundamental rights and duties incorporated in the Indian Constitution. Independence Day, Republic Day and Constitution Day are celebrated to foster patriotic sense and civic responsibility among the employees and students.
- Employees of the college actively participate in election duties. Students assist Voter's ID Registration campaign in the college.
- Department of Economics offer a certificate course on Indian Constitution which helps students to understand more about the constitution and especially the fundamental rights and duties of citizens in India.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://marymathacollege.ac.in/data/downloads/criterion7/AQAR%202021-2022/7.1.9%20Constitutional%20Values.pdf
Any other relevant information	https://marymathacollege.ac.in/data/downloads/criterion7/AQAR%202021-2022/7.1.9%20Constitutional%20Values%20other%20documents.docx.pdf

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 A. All of the above

There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

4. Annual awareness programmes on Code of Conduct are organized

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

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

Mary Matha Arts and Science College observes/ celebrates National days of importance to promote National integration, to foster harmony, and to celebrate and reinforce achievements of humanity.

International Women's Day was celebrated on 8/3/2022 in association with Women Cell & IQAC. 50 students participated.

NSS celebrated National Girl Child Day on 24-1-2022. 150 students participated.

World Day Against Child Labour was celebrated by NSS on 12/6/2021. 150 volunteers participated.

Constitution Day Celebration was organized by Department of Economics on 26-11-2021. 50 students participated.

NSS organized Gandhi Jayanti Celebration on 2/10/202. 50 students participated.

National Unity Day celebration was organized by NSS on 31-10-2021. 70 students participated.

Indian Air Force Day was observed by NCC on 8/10/2022. 100 Cadets

attended.

World Environment Day was celebrated by NSS on 5/6/2021. 56 volunteers participated .

National Pollution Control Day was organized by the Department of Zoology on 2/12/2022. 45 students attended.

World Nature Conservation Day was observed by Bhoomithrsena on 28-6-2022. 50 students participated.

World Alzheimer's Day was celebrated by NSS on 21-09-2022. 30 students participated.

NSS organized Yoga Day celebration on 21-6-2021. 50 students participated.

Onam Celebration was organized on 24-8-2021 in association with IQAC. 600 students participated.

Language Departments organized Reading Day on 19-6-2021. 100 students participated.

NSS Day Celebrations was organized by NSS on 14-9-2021. 200 students participated.

World AIDS Day was organized by NSS on 01-12-2021. 100 students participated.

Department of Mathematics celebrated National Mathematics day on 22-12-2021. 65 students from the department participated.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice 1

Title of the Practice: 'PEN-R' (Project on English Newspaper Reading)

Objective: To inculcate reading habit, critical thinking, mindfulness and to reinforce other skills like grammar, vocabulary and pronunciation among students.

Context: Most of our students hail from rural backgrounds. The proficiency in English is below average. Hence, most students experience difficulties in getting good placements and entry to reputed higher education institutions.

Practice: Subscription of two copies of 'The Hindu' to each class is arranged. Students can conveniently read the newspaper in the classrooms. Informal discussion and sharing of views on the leading issues and topics are held. Teachers recommend students to read reports and articles pertaining to their subjects. Debates are organised on major events and topics. Students on a daily basis update sudoku and crossword on the notice boards.

Evidence of success: General awareness on regional, national and international affairs has improved. Better interest is shown by the students to participate in debates and other competitions organized by the college. English language skills of students have progressed.

Best Practice 2

Title of the Practice: Green Campus

Objective: To plant indigenous seedlings within the campus to provide innovative ecosystem and to enhance environmental awareness among the students.

Practice: Well-maintained herbal garden and a proper waste management system and energy conservation measures.

Evidence of success: The surrounding flora and peaceful atmosphere in the college. Increased the level of awareness on preservation and green energy. Students are favourably disposed to waste management. More facilities added for waste management.

File Description	Documents
Best practices in the Institutional website	https://marymathacollege.ac.in/extensionactivities/pen-r-project-on-english-newspaper-reading
Any other relevant information	https://marymathacollege.ac.in/green-campus

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

Mary Matha provides an excellent and salubrious environment for the students to get the best in Wayanad with outstanding opportunities to make the most of their intellectual potentials. Apart from delivering the curriculum prescribed by the University, the College offers vocational training through short-term and certificate courses. Further, various ICT tools are effectively utilized in order to deliver the academic content effectively. Value education classes are being conducted to empower students emotionally and intellectually. Cultural programmes, competitions and events are organized in order to strengthen cultural talents among students and staff. Through Sports, Yoga, NCC and NSS physical and mental empowerment are achieved. The College provides financial assistance to students belonging to deprived sections. Special attention is provided to students from tribal backgrounds, poor rural areas, and first generation learners. Through mentoring and counseling the students attain psychological support. Bridge courses offered by the Departments in the beginning of the academic year help students' smooth transition from higher secondary level to college. Though a minority institution, the College includes in its purview the educational aspirations of the community as a whole, irrespective of religion, caste, and social status.

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

Curricular aspects of courses at Mary Matha Arts and Science College are governed by Kannur University guidelines. The faculty of the college, by being members of University academic bodies, play an important role in the curriculum designing of Kannur University. Most of our teachers are members of the Boards of Studies. When the syllabi were restructured as a part of the introduction of the Choice Based Credit and Semester System, most of our faculty were in charge of designing and detailing the Programmes and Courses, and actively participated in the workshops organized by the University.

To implement the curriculum provided by the University, a common staff meeting is held at the beginning of each academic year. In this meeting, decisions are taken regarding the time frame for completing the syllabi, conduct of internal and mid-semester examinations. The meeting also plans the running of Bridge Courses, Certificate Courses and remedial classes which complement the effective curriculum delivery. Based on the University academic calendar, the calendar committee finalises curricular and co-curricular activities and publishes them in the Handbook and Calendar of the College. Each teacher maintains a Diary of Academic Work which records the details of the curricular as well as the mentoring activity carried out by him/her. Periodic assessments of the curriculum transactions are held both at the department and college levels.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://marymathacollege.ac.in/data/downloads/2022-07-24-7-57-07_handbook-2021-2022.pdf

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

As an affiliated institution of Kannur University, the evaluation norms of the University are strictly followed by our institution. The college follows the academic calendar of university. In tune with the university academic calendar, the college fixes dates for semester-wise internal exams and model exams in the academic calendar and conducts them accordingly. The College has adopted a method of assessing the academic performance of the students on a continuous basis. IQAC also conducts Academic Audits to ensure the adherence of the college and department academic calendars.

As per Kannur University norms, 20% of the total marks are earmarked for Continuous Assessment (CA). This evaluation is based on a pre-determined transparent system and marks are awarded under the following components of :

- a) Written test, assignments, seminars, and viva for theory courses
- b) Lab involvement, records, and written test for practical courses

To ensure transparency of the evaluation process, CA marks awarded to students under each component of the courses are notified on the notice board at least three days before the commencement of end semester examinations.

If students have complaint/s on CA marks, they can appeal to the HoD and thereafter to the Principal of the college. If not satisfied, students can appeal to the University Grievance Committee headed by the VC, Kannur University.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://marymathacollege.ac.in/data/downloads/2023-02-14-10-45-33_college-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

A. All of the above

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

10

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

11

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

268

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

The curriculum of Kannur University provides adequate space for enabling students to address issues related to gender, environment and sustainability, and to imbibe human values and professional ethics. Several courses of the UG programmes provide cross-cutting issues and some of them are listed below:

- The course Readings on Kerala addresses the evolution of the concept of gender with reference to Kerala and also focuses on Kerala's struggle against casteism.
- Readings on Life and Nature addresses specific ecological problems and movements.
- Readings on Gender analyses the basic concepts related to gender and critically evaluates the gender related issues in Kerala.
- Readings on Democracy and Secularism helps to create a deeper understanding of the constitutional values and themes.
- Readings on Philosophy of Knowledge creates awareness human rights and the necessity of inclusiveness.
- Many courses in the science stream explain human interactions with the environment and depletion of

natural resources. It develops awareness to protect the environment.

- Environmental History of India creates a solid concept of environment and importance of environmental history.
- Biology, Immunology, and Microbiology enables students to get concepts of immunity and also analyses the biodiversity of microbes and their applications.
- The main objective of Non - Conventional Energy Resources is to understand biomass production, tidal energy, and hydroproduction. It provides an overview of solar and wind energy technologies.

In addition, practices and activities of bodies functioning in the campus enhance gender sensitization, environment and sustainability, human values and professional ethics.

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

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

9

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	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships	
274	
File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File
1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
File Description	Documents
URL for stakeholder feedback report	https://marymathacollege.ac.in/data/downloads/2023-02-11-12-02-21_curriculum-feedback-report_2021-2022.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://marymathacollege.ac.in/data/downloads/2023-02-11-12-01-35_action-taken-report-2021-2022.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	
307	
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	
49	
File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
<p>Multiple strategies to analyse the learning abilities of students are employed. The marks obtained in the qualifying exam are considered primarily soon after the admission. Aptitude tests are conducted by the departments at the beginning of the academic year. Accordingly, students are categorised as slow, medium and advanced learners.</p> <p>Bridge courses are conducted to fill the knowledge gaps. Remedial teaching for slow learners help students understand the concepts better and improve their comprehension. Individual counselling by the faculty periodically ensures their progress. Short notes and simplified study materials provided ensure better intake of information. Participation in departmental activities enhances their confidence and develops a better attitude. Continuous teacher-parent interactions are held to</p>	

help the students better their academic performance.

For advanced learners, programmes offering guidance and motivation for higher studies and better employment are conducted. Participation in intercollegiate programmes and competitions are encouraged. They are guided to attend seminars and workshops and online courses in NPTEL SWAYAM and Coursera platforms. They are also encouraged to apply for summer research fellowships. Students are assigned as peer tutors. Induction programmes and career guidance and counselling are also offered to make informed decisions. Individual mentoring is provided based on the capacity of students. A list of books and resources for advanced learners are identified and distributed. Internships and on-the-job trainings in industries and interaction with alumni are organized. Coaching for bank tests/NET/JRF/GATE/IAS/JAM are also offered.

File Description	Documents
Paste link for additional information	https://marymathacollege.ac.in/data/downloads/criterion2/2.2.1/
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
814	46

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The college encourages experiential learning by adopting various measures. Internships, on-the-job training and industrial visits are organised by different departments. Well-equipped labs are made available for Physics, Chemistry, Zoology, Biological Techniques, and Computer Science

departments. It ensures first-hand experience and enhanced opportunities of learning for the students. Technical skill development is ensured through programming, coding, data analysis, and data entry. Two-week internship programmes are organised as part of academic projects to strengthen students' professional competence and qualifications. The college also offers skill development training and coaching for sports, games, drama, dance and video production. Departments offer certificate courses recognizing the necessity for serving multitude purpose of students intended to provide additional training and necessary qualification. An Innovation Club is established to encourage start-up activities by providing entrepreneurship, innovation and skill development training.

Creative group assignments are undertaken to ensure participative learning through group presentations and debates. The college encourages students' involvement and leadership in the organisation of various competitions, celebrations and club activities. NCC, NSS, Debate Club, Quiz Club, Nature Club and other clubs and associations offer limitless opportunities for participation and leadership. Discussions, debates, lectures, seminars, and conferences are organised to inculcate critical thinking. Publications and magazines nurture literary and creative skills.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://marymathacollege.ac.in/data/downloads/criterion2/2.3.1/

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

In a fast-growing world where everything changes in a swish of second, the learners need to graduate with in-depth subject knowledge and skills like creativity, critical thinking, communication and collaboration to compete with their peers. The teaching-learning process for the students who have grown up with technology, and internet should be constantly updated and incorporated with ICT enabled tools. Our college employs student-centric teaching-learning pedagogy, incorporating the strategic use of digital technologies to deliver lectures, conduct evaluations and presentations. Apart from the training

workshops arranged by IQAC, teachers are encouraged to attend FDPs and trainings related to ICT offered by recognised institutions. The campus, departments, library and all the working spaces have high-speed WiFi and networked computers. Classwise WhatsApp groups, under the guidance of teachers, function as the primary mode of communication.

Online platforms like Google Classrooms, Google Meet and Zoom Video Conferencing are utilised for online teaching. An audio-visual room, and two digital classrooms in each department are used to provide enhanced learning experience. Students are also encouraged to present seminar papers using PPTs to equip them better in the use of these tools. Learning Management Systems (LMS) are effectively utilised to maximize students' learning outcomes. Online resources such as Insertion Learning, eBooks and Kahoot are also utilised for effective teaching and learning. PPT presentations and eNotes are used for effective delivery of lectures.

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

45

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

46	
File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File
2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)	
2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year	
16	
File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File
2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)	
2.4.3.1 - Total experience of full-time teachers	
390	
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 college has an effective internal assessment process. Students are assessed through internal examinations, assignments, viva etc. Each department conducts at least two internal exams within a semester to analyse the academic progress of students. Departments ensure timely conduct of tests, submission of assignments and presentation of seminars in each semester. Attendance is marked on an hourly basis.

Internal examination is conducted prior to the university examination in a transparent and time bound manner by the Examination Committee. Principal issues directions on the evaluation criteria and fair distribution of marks. The college follows the academic calendar and regulations of the university. Information regarding the conduct of internal exams is given to students in advance. The Examination Committee appoints invigilators to ensure fair distribution of workload and smooth conduct of exams. Proper seating arrangements are made and steps are taken to avoid malpractices in the examinations. Students are informed of their performance and answer sheets are given back them to ensure transparency in the valuation process.

Grades are intimated to students before forwarding them to university. Classwise PTA meetings are also convened in the wake of the internal assessment to update the progress of the students.

File Description	Documents
Any additional information	View File
Link for additional information	https://marymathacollege.ac.in/data/downloads/criterion2/2.5.1-internal%20split%20up.pdf

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

The institution has an efficient Examination Committee that monitors the smooth conduct of exams. The committee, consisting of a senior teacher and other staff, ensures transparency in all internal assessments and examinations conducted by the departments. The internal evaluation process is completely monitored by the committee. Parents and students are given

awareness on the methods and patterns of CIE during the induction programme for newly admitted students. Students can address exam related complaints to the teachers, HoD, Principal or the Grievance Redressal Committee.

The college adheres to the Grievance Committee Regulations stated in the University website. As per the regulations, the institution has in place a three-tier grievance redressal mechanism to address the grievances related to CIE. The grievances by the students are initially addressed to the HoD. In the second stage, students can appeal to the college level Grievance Redressal Committee headed by the Principal. This committee includes students' union advisor, other teaching staff and students' union chairman. The committee promptly acts upon the complaints lodged by the students. Its recommendations include measures such as revaluation, retest, and resubmission. The redressal of the grievances and remedial measures are intimated to the students.

If the grievances are not resolved at the college, a student can appeal to Kannur University Grievance Redressal Committee headed by the Vice-Chancellor.

File Description	Documents
Any additional information	View File
Link for additional information	https://marymathacollege.ac.in/students/grievance-redressal-cell

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.

College follows the curriculum approved by Kannur University to which it is affiliated. IQAC plays an active role in making the content available to students and teachers right from the admissions and tracks the attainment of the outcomes on completion of the programme.

Programme Outcomes (PO) and Course Outcomes (CO) for all the courses offered by the institution are stated and displayed on the college website and notice boards. These outcomes are communicated to students and parents during the orientation programme organised at the beginning of the academic year and

also before the commencement of each course by the respective teachers.

The college organizes induction programme for newly appointed faculty and briefs them of the outcomes. The faculty is encouraged to attend FDPs/workshops related to OBE. The need for following OBE is conveyed to faculty and question papers for internal exams are prepared in accordance with the outcomes.

During the tutorial hour, class mentors give an orientation on OBE, its relevance and also the process of evaluation of programmes and course outcomes. In the beginning of each semester respective teachers of each course will explain the pattern of questions and assignments used to assess the outcomes. Soft copies of syllabus with PSOs and COs are also shared with students.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://marymathacollege.ac.in/po_pso_19
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.

The attainment of Programme Outcomes in the college is measured through students' progression to higher studies, and the students' placement in companies and institutions. Placement Cell keeps track of the progression of students.

The HoDs and teachers at the departments ensure that the courses are completed on time. The COs are measured through completion of syllabus, continuous evaluation, setting up of question paper, evaluation, and result. The continuous evaluation is undertaken through tests, quizzes, written assignments, presentation of papers, oral presentations. Evaluation is conducted through viva voce and projects. The teachers of each course would apprise the students of their progress and areas of improvement. The end semester examination of every course is based on written examination conducted by the university.

Year end evaluation of the academic activities both at the department and college are held. Obtainment of POs and COs are assessed in the meetings.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://marymathacollege.ac.in/data/downloads/2023-05-15-11-56-11_2-6-2-attainment-of-programme-outcomes-2021-2022-aqar.pdf

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

172

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	https://marymathacollege.ac.in/data/downloads/2023-04-20-2-30-52_annual-report-2021-2022.pdf

2.7 - Student Satisfaction Survey

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

https://marymathacollege.ac.in/data/downloads/2023-02-19-6-12-55_sss-2021-2022.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research

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

10.01760

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

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**

6

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

3.2 - Innovation Ecosystem

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

The college has created a vibrant ecosystem for innovations, creation and transfer of knowledge.

The Incubation Center was established in 2021. Orientation programmes and interactions with entrepreneurs were organised for the students. As a result, students of the Department of Computer Science have launched a software application development center. Similarly, students of the Department of Zoology have taken the initiative to start ornamental fish farming.

ED Club was established to inculcate the culture of entrepreneurship among students. The club conducts programmes such as Meet the Entrepreneur, Industry Visits and Entrepreneurship Development Programmes.

Young Innovators Programme (YIP): Students are encouraged to participate in the flagship programme of Kerala Development and Innovation Strategic Council to promote a culture of innovation among students.

Internships: Students are encouraged to participate in internships and training programmes on relevant areas.

Water Quality Testing Services are provided by the Department of Zoology to ensure the water quality of nearby villages. Students and faculty visit the villages with the required gadgets to provide the service. The services are also extended to Local Self Governments and NGOs.

Manufacturing of Hand Sanitizer: Department of Chemistry manufactured and supplied hand sanitizers to Mananthavady Municipality in large volumes during the Covid 19 pandemic.

Research Promotion Committee: This Committee motivates students and teachers to apply for research projects. Of the many applications by the teachers and students for Summer Research Fellowship Programme, two faculty were selected for the same.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://marymathacollege.ac.in/data/downloads/2023-03-06-4-52-41_incubation-center-report-2021-2022.pdf

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

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

14

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

4

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

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

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

14

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

5

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 institution firmly believes that extension activities are an essential part of the academics to ensure the holistic

development of the students and to enable the students to develop social responsibility. Several extension activities were organised by the college in the academic year 2021- 22:

- NCC cadets manufactured bottled sanitisers at the college and distributed them through LSGs for free.
- Financial assistance was handed over by the college authorities towards the COVID Relief Fund of Mananthavady Municipality.
- NCC cadets handed over smart phones to deserving students of DCMUP School, Thirunelli to attend online classes during Covid 19 lockdown.
- Department of Commerce made initiatives to assist SHGs, especially Kudumbasree Units, in Accounting and launched a tailoring centre for women from the surrounding areas to help them earn an income.
- The Women's Cell conducted employment training for women in Appappara, a remote forested area inhabited mostly by Paniya and Adiya tribes.
- The NSS volunteers supported the nearby community to convert dry land to farmland.
- The NSS units and UBA Cell provided classroom facilities and furniture in the adopted Village.
- The NSS volunteers in association with Mananthavady Government tHospital conducted a Flash Mob in the city centre to provide awareness on World Hearing Day.
- Department of Zoology conducted a field study research on the massive spread of yellowish-green colour in Panamaram river. The study revealed that colouration was due to the proliferation of green algae caused by anthropogenic activity. The reseach report was handed over to the LSG for further action.

File Description	Documents
Paste link for additional information	https://marymathacollege.ac.in/extension-activities
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	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded
3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year	
3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year	
6	
File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File
3.4.4 - Number of students participating in extension activities at 3.4.3. above during year	
3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year	
687	

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

12

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

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

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

3

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The infrastructure and other amenities in the college are capable of providing the best teaching-learning atmosphere to the students. The college is spread over four blocks in an 18 acre campus.

- The first block houses the administrative wing, twenty-nine classrooms, nine staffrooms, seven HoD cabins, two research centres, indoor stadium, six different laboratories, women's cell, career guidance cell and rooms for other facilities like UPS and E-waste management. The solar panels and water purifying systems of the college are also placed in this block.
- The second block consists of the canteen, co-operative store, IGNOU study centre, college union office, NSS office, NCC rooms, recreation rooms, store rooms and manager's residence.
- The third block includes the AC conference hall, three seminar halls, four staff quarters and Fr Francis Njallanpuzha Memorial Heritage Museum.
- The block four comprises an auditorium with seating capacity of more than 1000 and a library with separate reading, transaction and rack areas, NRC (Network Resource Centre) and discussion room.
- Apart from the blocks, the college also has a gymkhana, outdoor stadium, separate parking areas for staff and students and cabins for security personnel. There are also two ladies' hostels with all facilities in the campus. The entire campus is Wi-Fi enabled and has a total of 115 computers and 24 ICT-enabled rooms.
- The college is a disable friendly campus with facilities such as lift, ramps, parking area for the disabled, wheel chair and disabled friendly washroom.

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

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

The college provides different facilities for cultural activities, games, yoga and sports to enrich student life in the campus. These different activities and facilities help students in developing their multiple talents.

Department of Physical Education provides state of the art facilities to enable students to participate and compete in the various sports and extracurricular activities. The college has a well furnished multi-purpose indoor stadium (43.45*15.00), gymnasium (16.50*7.24) and playground (114.78*105) to encourage the talents in sports and also highlight the importance of physical activities among the college community. Indoor stadium and playground are made available to the public after college hours. The college has trained teams of boys and girls for almost all games such as football, cricket, basketball table tennis, softball, badminton, volleyball, archery, judo and weightlifting. The college also focuses on yoga training and maintains yoga teams. Players from the college compete at university and state level tournaments.

The college provides different facilities to encourage the cultural talents and are given training by professionals from outside. Indoor stadium, portico, audio-visual room, seminar halls and auditorium are open to students to practise and stage cultural programmes. Also, the college has enough open spaces that students can use as temporary stages. Public address system of the college serves as an instant platform for conveying information to the college community.

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

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

24

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

140.982

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 library was shifted to a new building from this year with a carpet area of 6963 sq ft.

Software and Automation

Library has Koha software (Integrated Library Management Software)

Infrastructural Facilities: Reading room, Reference Section, Internet Resources, Digital Library, Research Hub, Periodical Section, Newspaper section, E-book Corner, New arrivals, Issue and Return sections, Discussion Room, Computers for catalogue searching, Reprographic facility. Printer cum photostat machine for public access.

Books and Physical Resources:

The library has a total of 15904 textbooks, 793 reference books, 04 journals and 77 CD and Videos.

Digitization: Access to NLIST-INFLIBNET and OPAC

NRC (Network Resource Centre):

Twelve computers with dedicated internet connectivity are available for students to access digital resources and online journals in the 330 sq ft NRC centre at the library. A laser printer is also available for students to take print outs of materials.

Interventions during COVID 19 pandemic:

Online renewal of books was introduced

Students were given special provisions for accessing library resources/ materials

Fine for late renewal/return was waived for both students and teachers.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://marymathacollege.ac.in/facilities/the-central-library-and-reading-room

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	B. Any 3 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)

0.813

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

75

File Description	Documents
Any additional information	No File Uploaded
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

There are 115 computers in the campus accessible both to students and staff. NRC (Network Resource Centre) and student facilitation centre provide high speed internet connectivity. Wi-Fi facility has enabled students and staff to freely avail internet resources in the campus. Administrative wing of the

college functions with enough computers, laptops, printers and UPS. There are separate computers, printers and other facilities in all departments.

The college campus is well-connected with Wi-Fi access points at different locations. Each year the collective bandwidth is enhanced to meet the growing demands. This year the bandwidth was increased to 210Mbps. 'BSNL Spotnet' provides a network with a bandwidth of 110 Mbps and 'Keralavison Broadband' provides a network with a bandwidth of 100 Mbps. Both offer dedicated fiber optic connections. Every staff room and office have a wired connection. Students are provided free Wi-Fi connection with access points at five different locations. The computer labs and library also have internet connectivity. Every system in the computer lab is connected to the network through Category 5 cables. Similarly, the systems in the computer lab of PG students are Wi-Fi enabled. The computers in the library are also connected with two Wi-Fi access points and students are free to access the facility.

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

4.3.2 - Number of Computers

115

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)

20.25

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

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

The college ensures that there are adequate physical, academic and support facilities in the campus by effectively utilising the fund from the management and government. The principal in association with various committees and with Management prepare the annual budget for the maintenance of infrastructure and equipment. Repairs and maintenance are executed by the Management in consultation with the maintenance committee. Separate registers are kept for the proper utilization of the resources.

Annual stock verification is completed with the involvement of staff.

AMC (Annual Maintenance Contract) is finalised with firms for the maintenance of equipment.

Classrooms, boards and furniture facilities are maintained periodically. Maintenance of ICT-enabled classrooms are routinely carried out by in-house technician.

Anti-virus/anti-malware software are installed and updated at specific intervals.

Library Advisory Committee monitors the functioning of the college library. Required books and journals are finalised and approved by the Principal. Pest control of library books and records are carried out annually.

Maintenance of major equipment in the laboratories are routinely carried out. Trained in-house mechanic and lab assistants ensure regular maintenance.

Playgrounds of the college are maintained annually especially after the rainy season. Condemnation of old sports/games items and purchase of new items are done as per requirement.

The following are the major committees that ensure proper maintenance and utilization of various resources:

- Library committee
- Committee for infrastructure development
- Committee for network and office automation
- Committee for website management

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

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

518

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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

39

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://marymathacollege.ac.in/capacity-building-and-skills-enhancement-initiatives
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

0

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

0

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

61

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

111

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

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

government examinations)

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

46

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.

22

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)

A democratically elected students' union ensures the participation of students in curricular, extracurricular and

administrative activities of the college. Parliamentary mode of election which was adopted for the election of students' union was later switched over to presidential mode as per the 2018 direction from Kannur University. College Union election was held on 28.01.2022 and the office bearers took charge of the responsibilities.

Union members play key role in the policy and decision-making process pertaining to academic, co-curricular and extra-curricular activities of the college. The College Union Chairperson is a member of the Board of Governors, the highest decision and policy making body of the College. Similarly, chairperson /Vice-chairperson of the Union is an ex-officio member of the IQAC. Student IQAC offers a platform for students to initiate quality initiatives. Students' representations are also ensured in several other committees.

The Union takes leadership in all the co-curricular and extracurricular activities of the college. Fine Arts Secretary co-ordinates various cultural events of the college. General Captain is assigned with the role of organizing and monitoring all the sports events of the college. Magazine Editor along with an editorial board finalises the policies, themes and content of the annual college magazine.

NSS and NCC provide ample opportunities for students to connect with the society. Student leaders/secretaries are elected for NSS, NCC and various clubs and they take initiatives in organising various events and activities.

Students participate in various committees like Library, IQAC, Grievance Redressal, Women Welfare, Examination, and College Co-operative Society.

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

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

5.3.3.1 - Number of sports and cultural events/competitions in which students of the

Institution participated during the year

21

File Description	Documents
Report of the event	View File
Upload any additional information	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 association of our college has been running unregistered ever since the first batch of students passed out in 1998. On 11 November 2018, the alumni association of our college Mary Matha Arts and Science College Poorva Vidhyarthi Association was officially registered (Ref. No.WYD/CA/441/2018).

Several department level alumni meetings were organised this year. Career guidance and research-oriented programmes were also organized by various departments in collaboration with alumni. Our former students served as resource persons for seminars and lectures organized by departments.

Besides organising batchwise alumni meetings, the following are the important programs conducted with the support of our alumni:

1. The Literary Club (2021-22) in collaboration with the alumni association organized a debate on Online Education as part of Reading Day Celebration on 23.06.21. Mr Kishore Thomas (2012-15 batch) was the moderator.

2. Department of English organized a seminar on The Essentials of Academic Writing with Mr Sijo Mathew, an alumnus of the college, as resource person on 04.08.21

3. Department of Mathematics organised a Webinar on The Geometry of Nature: An Introduction to Research Methodology with Dr Nitha Niralda, an alumnus of the college as resource person on 30.07.2022

4. Department of Commerce organized an Alumni Interaction with Ms Anjali Varghese (2017-20 batch) on ACCA on 16.11.21.

File Description	Documents
Paste link for additional information	https://marymathacollege.ac.in/alumni/register
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

The vision of the college is holistic development of students with sound intellectual, physical, psychological, emotional, and spiritual maturity that will pave the way for a truly democratic, secular, and equitable social order.

The mission of the college is to make knowledge available to students through quality education irrespective of their religion, caste or gender, but keeping in view the educational needs of the Christian community as well, thus to be an active agent contributing to the socio-economic and cultural transformation of Wayanad.

The Board of Governors, the highest authority in the hierarchy of the college, formulates policies for the college in tune with the vision and mission of the institution. The Principal with the assistance of the College Council supervises the implementation of these policies. The IQAC is entrusted to

prepare an action plan on various issues like infrastructural development, enhancement of teaching-learning quality, research promotion and extension activities as per the vision and mission of the college. The committees constituted at the beginning of every academic year ensure that all activities are conducted according to the action plan created by the IQAC. The vision and mission propounded by the founders of the institution are materialised at various levels by a collaborative effort of the management, teachers, and administrative staff so that the student community gets maximum benefit from the institution. The academic and administrative bodies of the college function as a well-oiled machine to implement the decisions made at different levels.

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

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

The Board of Governors, the highest hierarchical body of the institution, formulates policies for the college. The Principal with the assistance of the College Council supervises the implementation of these policies. The Internal Quality Assurance Cell initiates and monitors all quality initiatives of the college. Department Councils, Students' Union, PTA, Department Associations and other committees constituted at the beginning of each academic year, ensure the successful execution of all activities. The institution interacts with all major stakeholders through its Student Council, Staff Association, PTA, and Alumni Association.

During the academic year 2021-22, the construction of the new library complex was completed using RUSA fund. Board of Governors, College Council, Project Monitoring Committee, RUSA Coordinator, teaching and administrative staff, Building Committee, Library Committee, PTA and Students' Union were actively involved in the process. In the beginning, the proposal to construct the new library block was approved by the Board of Governors. The site for construction was examined and approved by the Management and Building Committee. Library

Committee charted out the requirements for the new library which included a reading room, spacious stacking area, e-resource centre, space for reprographic facilities, librarian's cabin and other amenities. The Project Monitoring Committee which included members of teaching staff, administrative staff and representatives from the management regularly monitored and evaluated the progress of the work. Funds were released with the consent of this committee. The fully furnished library block was inaugurated on 29th April 2022.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The academic year 2021- 22 was crucial for the institution because of the extended lockdown during Covid-19 pandemic. Location of the college in one of the most backward districts of Kerala made the institution vulnerable to many uncertainties. Returning to routine college life was a tremendous challenge. Yet, the institution proved its grit to overcome the challenges and transform them into opportunities through meticulous planning and execution. The contributions of all the stakeholders for overcoming the unparalleled situation was noteworthy. With the view of NEP 2020, and keeping in mind the masterplan of the institution, a special strategic plan was devised at the beginning of the academic year to overcome the immediate problems and it was effectively deployed.

IQAC team laid the groundwork for returning things to normal and formed strategies for the same. All the departments, committees and clubs came together to create the best possible learning atmosphere and achieve all the objectives of the strategic plan prepared. Academic calendars and college calendar were prepared to execute the strategic plan. Within a few months after easing the lockdown, the college was able to function normally and provided better learning opportunities for the students.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://marymathacollege.ac.in/data/downloads/criterion6/AQAR%202021-2022/6.2.1.pdf
Upload any additional information	View File

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

Administrative setup:The College is managed by the Catholic diocese of Mananthavady, and a senior administrator of the diocese is appointed as the Manager of the Institution. Board of Governors, the highest hierarchical body of the Institution, is comprised of the Patron, Principal, Manager, Deputy Director of the Collegiate Education, Co-ordinator of IQAC, representatives of faculty and Local Self Government Bodies, College Union Chairman and representatives of different stakeholders. Board of Governors approves the policies and amends them as and when required.

Principal is the head of the institution and is responsible for the effective execution of academic and administrative policies and plans of the Government, University and Management.

The College Council, the advisory body to the Principal in academic and administrative matters, comprises of Principal as Chairperson, Heads of all major departments, and representatives from other minor departments, Co-ordinator of IQAC, College Librarian, Office Superintendent and office bearers of the Teaching Staff Association.

IQAC monitors the quality performance of the institution and prepares Academic and Infrastructure Master Plans in consultation with Governing Body.

The Office Superintendent heads the administrative section.

The librarian coordinates all activities of the library.

Appointment and Service Rules:

The recruitment of staff is as per the norms of UGC, State Government, and Kannur University. Applications are invited from suitable candidates after the vacancies are notified in newspapers and in college website. Kerala Service Rules are strictly adhered to in all service related matters.

File Description	Documents
Paste link for additional information	https://marymathacollege.ac.in/policies
Link to Organogram of the institution webpage	https://marymathacollege.ac.in/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	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The management acknowledges the continuous commitment and undiluted work culture of the teaching and non-teaching faculty. Career advancement of the teaching staff is given due importance by the institution. Teaching staff is granted leave to participate in Orientation Programmes, Refresher Courses, Short Term Courses etc. Participation of the non-teaching staff in courses/seminars related to computer literacy, administrative skill etc. is ensured.

Group Insurance facility is provided to both teaching and non-

teaching staff. Teaching and non-teaching staff are granted different types of leaves such as commuted leave, leave surrender facility, maternity leave, paternity leave, earned leave, medical leave etc. as per the norms of the State Government and UGC. Provident Fund (PF), House Rent Allowance (HRA), General Life Insurance Scheme (GLIS), State Life Insurance (SLI), Medical Insurance (MEDISEP) etc. are provided for all the employees. Other welfare measures extended to the staff include:

- Canteen facilities are provided inside the campus at subsidized rates.
- Recreation room and sports facilities like gym, indoor and outdoor stadium are made available for the staff without any membership fee.
- Well-furnished staff quarters are made available for the staff. Annual picnics, celebration of festivals, and periodic get togethers of the staff are organised in the college.
- Staff Benefit Scheme (SBS) functions in the college which provides short and long-term loans to the staff.
- Subsistence allowance for Guest Faculty and Faculty on contract are provided by the Management.
- Achievements of the staff are recognised by the institution and programmes are organised to honour them.

File Description	Documents
Paste link for additional information	https://marymathacollege.ac.in/data/downloads/criterion6/AQAR%202021-2022/6.3.1.pdf
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

1

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

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

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

10

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
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

15

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

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

Teaching staff of the institution maintains a record of their performance and activities, and are required to submit a performance appraisal form every year. Faculty appraisal is also done through the student feedback mechanism. A comprehensive feedback form is distributed among the students towards the end of each academic year to assess the teaching and communication skills, mentoring and counselling abilities, and how far he/ she was successful in reaching out to the advanced, average and slow learners in the classroom. The common observations of the feedback are intimated to the faculty concerned in the academic meeting and suggestions for improvement are made.

IQAC monitors the time-bound submission and evaluation of the self- appraisal forms and feedback forms. These forms are processed by the Principal, and important feedbacks are shared with the faculty and department. The performance appraisal of the administrative staff is done by the Principal based on the nature and quality of their work. Feedback of the office administration is also collected from the students at the end of each academic year. Skills and efficiency of the administrative staff are monitored and training sessions are organised to enhance the skills. Staff is encouraged to keep pace with the changing developments in their areas and necessary support is provided by the institution to improve their performance.

File Description	Documents
Paste link for additional information	https://marymathacollege.ac.in/data/downloads/criterion6/AQAR%202021-2022/6.3.5.pdf
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

Financial audit ensures transparency and accountability with regard to financial matters. In tune with this goal, the college has both internal and external auditing systems. In the financial year 2021- 22, the audits of the management fund, the PTA fund and the NSS fund were externally audited by authorised chartered accountants. Income and expenditure statement and utilisation certificates were prepared accordingly. Only a few minor objections were raised during the audit. The college takes utmost care in rectifying the queries raised in audit report.

The accounts are maintained by the Accounts Section in the office supervised by the principal. External financial audits are conducted by the Government agencies. The Deputy Director of Collegiate Education, Calicut, and the Accountant General's office, Thiruvananthapuram, conduct audits annually. Audit objections are acted upon promptly to rectify defects, if any. Various Audit Certificates are maintained meticulously.

Officials from the Deputy Director of Collegiate Education (DDCE) conducted the service verification of the staff retiring from service in the academic year 2021- 22. Service books, salary details, attendance and acquittance of Dr Rakesh Kalia, Dr Joseph K Job and Fr George P V were audited and verified.

File Description	Documents
Paste link for additional information	https://marymathacollege.ac.in/data/downloads/criterion6/AQAR%202021-2022/6.4.1.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)

3500000

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

College has a proper mechanism for mobilizing funds from Central and State governments. With a view to avail funds provided for various projects, proposals are submitted on time and proper utilization of funds are forwarded to the authorities before the stipulated time.

One senior faculty is entrusted by the College Council to be the Project Co-ordinator. Over the years, the College was sanctioned many projects funded by UGC and other agencies. In the academic year 2021- 22, the College successfully completed the construction of central library and auditorium with funds received from Central and State governments.

Project Co-ordinator, Infrastructure Development Committee, Renovation Committee, Purchase Committee and IQAC co-ordinator monitor the proper utilization of funds allocated for the development of infrastructure in the college.

Every year the Management sets apart a large portion of their budget for the infrastructural development and maintenance. The Management also releases a large amount as advance payment in partial financial support for the starting and completion of projects funded by government agencies. In addition to this, the college also uses funds received from IGNOU study centre, Distance Learning Centre and other agencies for extending the facilities of the institution.

File Description	Documents
Paste link for additional information	https://marymathacollege.ac.in/data/downloads/criterion6/Policies/Resource%20Mobilisation%20Policy.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

IQAC serves as a vehicle that streamlines the efforts of the institution in promoting academic excellence. The genuine efforts of IQAC are central to the development of a system for action to improve the academic and administrative performance of the institution. The IQAC has been the impetus behind the internalization of quality culture and institutionalization of best practices that are the precursors of quality enhancement. Some of the initiatives of the IQAC include the following:

- Monitors and records curricular and co-curricular activities of the institution
- Maintains student, teacher, and non-teaching faculty database
- Enhances curriculum with certificate courses
- Monitors and reviews the teaching learning process
- Standardises the documentation as per the NAAC requirement and onward submission of the same to the authorities and ranking agencies
- Organises programmes to mark important national days of importance also special events
- Maintains student progression for higher education/ placement
- Ensures stakeholder feedback collection and its analysis for improvements

- Timely follow up of student's scholarship
- Conducts administrative and academic audit of the office and departments
- Supervises the academic plan of the departments
- In the academic year 2021-22, SAP committees were constituted to make Green Campus initiatives of the institution more effective.
 - SAP committees for water, sanitisation, energy conservation and waste management met regularly and charted various activities inside and outside the campus to ensure that the college contributed significantly to protect and conserve the environment. Our college was the recipient of "One District One Green Champion" Award, Swachhta Action Plan 2020-21.

File Description	Documents
Paste link for additional information	https://marymathacollege.ac.in/data/downloads/criterion6/AQAR%202021-2022/6.5.1.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

IQAC plays a pivotal role in the college as it regularly monitors and reviews the teaching learning process. In the academic year 2021- 22, the academic calendars of the college and departments were timely prepared and effectively executed with the guidance of IQAC. The first-year students were given an orientation programme in which they were familiarized with the functioning of the college, teaching- learning process, evaluation system, co-curricular activities, and code of conduct to be practised in the college. Internal examination calendar was charted in consultation with the departments. IQAC ensured the timely conduct of internal examinations, setting up question papers, publication of results and remedial coaching for slow learners. Semester-wise and overall result analysis was conducted and corrective measures were proposed for improving the results. Work Done Diary of the teachers were collected and assessed periodically. IQAC also monitored the mentoring system and remedial coaching. The observations were

shared with the teachers in charge.

In the year 2021-22, IQAC intervened in focal areas like the preparation of nominal roll, choice of electives, timetable preparation, course delivery in online/ offline/ blended modes, conduct of seminars, projects, industrial training, organizing invited lectures and collection of feedback at the end of the academic year. IQAC also took adequate initiatives to improve the quality of the teaching learning process through various interventions after the analysis of feedbacks collected.

File Description	Documents
Paste link for additional information	https://marymathacollege.ac.in/data/downloads/2023-02-11-12-01-35_action-taken-report-2021-2022.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://marymathacollege.ac.in/data/downloads/2023-04-20-2-30-52_annual-report-2021-2022.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 institution gives utmost priority to gender equality. It is ensured in all academic and administrative activities of the college.

We value the strength of staff diversity and take proactive measures to achieve gender-balanced leadership. It means a greater diversity of thought, better decision-making and higher employee satisfaction. There is significant evidence for demonstrating the positive impact of women representation in management and in leadership on institutional performance including productivity, achievement, outcomes, and positive culture.

Women members on Academic council, Board of studies, Department Associations, Clubs, and other decision-making bodies ensure opportunities, benefits, rights, and obligations in terms of gender equity. More than 50% of the faculty of the college are women. Besides, two heads of Departments, many conveners and coordinators of decision-making bodies comprise of women faculty.

Among the students, gender equality is ensured by giving equal opportunities to all students irrespective of their gender. Class representatives are selected without any discrimination based on their gender. The college constantly strives to bring a positive change in the attitude and support equity among genders within the institute and in our outreach programmes. We also incorporate features to sensitize students on gender equity through curricular and co-curricular activities.

The Institution is genuinely concerned about women issues and therefore imparts gender sensitivity among students and faculty through various cells, committees and other initiatives such as Legal Awareness programmes, Human Rights and Gender Awareness classes, Skill Development Classes, Women Empowerment talks, seminars, and conferences.

File Description	Documents
Annual gender sensitization action plan	https://marymathacollege.ac.in/data/downloads/criterion7/AQAR%202021-2022/7.1.1.a%20Gender%20action%20plan%202020-21-1.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://marymathacollege.ac.in/data/downloads/criterion7/AQAR%202021-2022/7.1.1%20Gender%20Equity%20-%20Links.pdf

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

A. 4 or All of the above

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

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

The college steadfastly promotes a sustainable community with proper sensitization among the students and general public. The institution has a policy for different kinds of waste management. It ensures that the disposal process is carried out in an efficient and effective manner.

Solid waste management

- **Cleaning drive to collect and segregate wastes**
- **Bins for the segregation of waste at the source**
- **Biogas plant for the management of bio-degradable waste**
- **Non-degradable waste is sold to vendors for recycling**
- **Single use plastic is banned within the campus so plastic waste is comparatively less**
- **Broken glass wastes and non-usable instruments are**

collected for recycling after thorough cleaning

E-waste management

- Awareness programmes are organised
- Museum is maintained to exhibit important components of earlier versions of computers
- E-waste is disposed scientifically in collaboration with a private firm
- Selected E-wastes are retained for Hardware Training for UG and PG students

Liquid waste management

- Chemicals are diluted before discarding in the wash basin
- Inorganic liquid wastes are neutralized before disposal
- Liquid waste from washrooms is drained into concealed drains connected to the municipality drainage system
- Liquid waste is effectively managed to promote zero stagnation

Hazardous Chemicals and Radioactive Waste

- Media and microbes are removed according to approved procedures
- Glass waste is collected and discarded separately
- Before disposal, acids and bases are neutralized

Incinerators are used for treating bio medical waste and sanitary pads.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

A. Any 4 or all of the above

campus	
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	A. Any 4 or All of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	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	C. Any 2 of the above

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

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
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).

Prime focus of the institution is to inculcate cultural, regional, linguistic, and communal values among the student community hailing from diverse backgrounds. The institution creates an environment for imparting values by celebrating all

important festivals highlighting diverse culture. Programmes are organized on national integration, art and culture, festivities and traditions.

As per the regulations of the affiliating university, admissions are done on an inclusive basis incorporating SC, ST, differently abled, and backward communities. Seats are also reserved for community and management quota that allow the provision to admit students from poor financial background.

Student induction programme for freshers helps to overcome regional, social and cultural differences among students.

The committees constituted in the campus like Grievance Redressal Cell, Anti Sexual Harassment Cell, Internal Complaints Committee, Committee for Gender Justice, Discipline Committee and Anti-Ragging Cell ensure justice, equality and inclusiveness in the campus.

The College has an inclusive curriculum with topics related to human rights, peace, tolerance, compassion, harmony, and promotion of social values, awareness on environment protection and ethics.

Institution offers scholarships and fee concessions for deserving students at various levels.

Divyangjan-friendly infrastructure, visit and support to social welfare centres, old age homes and extension activities in tribal villages are other initiatives for providing inclusive environment.

Gender inclusiveness is ensured in academic and administrative positions and in committees.

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	View File

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

Our vision is the holistic development of students with sound intellectual, physical, psychological, emotional, and spiritual maturity that will pave the way for a truly democratic, secular, and equitable social order.

- The college inculcates patriotic sense among the students through various ways. Student orientation programmes conducted every year emphasize the significance of constitutional obligations and responsibilities of students as nation builders.
- Presidential mode of election is conducted to form College Union (Students Council). Its functioning in the college is one of the best platforms to experience the values, rights and duties of citizens.
- National anthem is sung on every working day in the college. National leaders and symbols are respected.
- Commemorative days of national leaders are celebrated by organising various programmes and competitions.
- There are courses offered by the institution which focus on fundamental rights and duties incorporated in the Indian Constitution. Independence Day, Republic Day and Constitution Day are celebrated to foster patriotic sense and civic responsibility among the employees and students.
- Employees of the college actively participate in election duties. Students assist Voter's ID Registration campaign in the college.
- Department of Economics offer a certificate course on Indian Constitution which helps students to understand more about the constitution and especially the fundamental rights and duties of citizens in India.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://marymathacollege.ac.in/data/downloads/criterion7/AQAR%202021-2022/7.1.9%20Constitutional%20Values.pdf
Any other relevant information	https://marymathacollege.ac.in/data/downloads/criterion7/AQAR%202021-2022/7.1.9%20Constitutional%20Values%20other%20documents.docx.pdf

7.1.10 - The Institution has a prescribed

A. All of the above

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

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

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

Mary Matha Arts and Science College observes/ celebrates National days of importance to promote National integration, to foster harmony, and to celebrate and reinforce achievements of humanity.

International Women's Day was celebrated on 8/3/2022 in association with Women Cell & IQAC. 50 students participated.

NSS celebrated National Girl Child Day on 24-1-2022. 150 students participated.

World Day Against Child Labour was celebrated by NSS on 12/6/2021. 150 volunteers participated.

Constitution Day Celebration was organized by Department of Economics on 26-11-2021. 50 students participated.

NSS organized Gandhi Jayanti Celebration on 2/10/202. 50

students participated.

National Unity Day celebration was organized by NSS on 31-10-2021. 70 students participated.

Indian Air Force Day was observed by NCC on 8/10/2022. 100 Cadets attended.

World Environment Day was celebrated by NSS on 5/6/2021. 56 volunteers participated .

National Pollution Control Day was organized by the Department of Zoology on 2/12/2022. 45 students attended.

World Nature Conservation Day was observed by Bhoomithrsena on 28-6-2022. 50 students participated.

World Alzheimer's Day was celebrated by NSS on 21-09-2022. 30 students participated.

NSS organized Yoga Day celebration on 21-6-2021. 50 students participated.

Onam Celebration was organized on 24-8-2021 in association with IQAC. 600 students participated.

Language Departments organized Reading Day on 19-6-2021. 100 students participated.

NSS Day Celebrations was organized by NSS on 14-9-2021. 200 students participated.

World AIDS Day was organized by NSS on 01-12-2021. 100 students participated.

Department of Mathematics celebrated National Mathematics day on 22-12-2021. 65 students from the department participated.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice 1

Title of the Practice: 'PEN-R' (Project on English Newspaper Reading)

Objective: To inculcate reading habit, critical thinking, mindfulness and to reinforce other skills like grammar, vocabulary and pronunciation among students.

Context: Most of our students hail from rural backgrounds. The proficiency in English is below average. Hence, most students experience difficulties in getting good placements and entry to reputed higher education institutions.

Practice: Subscription of two copies of 'The Hindu' to each class is arranged. Students can conveniently read the newspaper in the classrooms. Informal discussion and sharing of views on the leading issues and topics are held. Teachers recommend students to read reports and articles pertaining to their subjects. Debates are organised on major events and topics. Students on a daily basis update sudoku and crossword on the notice boards.

Evidence of success: General awareness on regional, national and international affairs has improved. Better interest is shown by the students to participate in debates and other competitions organized by the college. English language skills of students have progressed.

Best Practice 2

Title of the Practice: Green Campus

Objective: To plant indigenous seedlings within the campus to provide innovative ecosystem and to enhance environmental awareness among the students.

Practice: Well-maintained herbal garden and a proper waste management system and energy conservation measures.

Evidence of success: The surrounding flora and peaceful atmosphere in the college. Increased the level of awareness on preservation and green energy. Students are favourably disposed to waste management. More facilities added for waste management.

File Description	Documents
Best practices in the Institutional website	https://marymathacollege.ac.in/extensionactivities/pen-r-project-on-english-newspaper-reading
Any other relevant information	https://marymathacollege.ac.in/green-campus

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

Mary Matha provides an excellent and salubrious environment for the students to get the best in Wayanad with outstanding opportunities to make the most of their intellectual potentials. Apart from delivering the curriculum prescribed by the University, the College offers vocational training through short-term and certificate courses. Further, various ICT tools are effectively utilized in order to deliver the academic content effectively. Value education classes are being conducted to empower students emotionally and intellectually. Cultural programmes, competitions and events are organized in order to strengthen cultural talents among students and staff. Through Sports, Yoga, NCC and NSS physical and mental empowerment are achieved. The College provides financial assistance to students belonging to deprived sections. Special attention is provided to students from tribal backgrounds, poor rural areas, and first generation learners. Through mentoring

and counseling the students attain psychological support. Bridge courses offered by the Departments in the beginning of the academic year help students' smooth transition from higher secondary level to college. Though a minority institution, the College includes in its purview the educational aspirations of the community as a whole, irrespective of religion, caste, and social status.

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

7.3.2 - Plan of action for the next academic year

Plan of action for 2022-23

- Start new certificate courses for curriculum enrichment.
- Continue bridge courses for first year students.
- Start finishing school programme for outgoing students.
- Conduct more placement drives for students.
- Make use of incubation centre for entrepreneurial skills of students.
- Conduct green, energy and environment audits.
- Continue green initiatives.
- Sign more MoU's and collaboration for academic developments.
- Apply for funded research projects.
- Conduct more programmes for tribal empowerment.
- Involvement of alumni for academic activities and conduct a mega alumni meet.
- Implement TCS software for attendance marking, workdone diary of teachers etc.