

**Mary matha Arts and Science College, Mananthavady**

**Annual Administrative Report 2020-2021**

1. (a) Name & address of the Institution with pincode : Mary Matha Arts & Science College,  
Vemom P.O, Mananthavady,  
Wayanad Dt,  
PIN-670645

Telephone Number :04935-241087

Web & E-mail address :www.marymathacollege.ac.in  
E-mail:mmcmntdy@gmail.com

(b) Name & Mobile No. of Principal : Dr.Maria Martin Joseph ,PhD

(c) NAAC Accreditation Level : B++

(d) University to which affiliated : Kannur University

(e) Name of Panchayat/Municipality/Corporation : Mananthavady

(f) Year of starting : 1995

(g) Name of courses offered : BA Functional English, BCom  
BSc Mathematics, Zoology, Computer  
Science, Physics, Chemistry (Unaided)  
MSc Computer Science &  
MSc Mathematics

(Unaided)

2(a) Students Strength as on 1-1-2021

Sl. No	Name of Course	Total Strength:799			Out of which SC Students:23			Out of which ST Students:63			Out of which Ph Students		
		Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total
1.	BA Functionl English	36	83	119	03	03	06	02	14	16			
2.	BCom	80	89	169	03	05	08	09	08	17	3		3
3.	BSc Mathematics	26	70	96	-	03	03	01	02	03			
4.	BSc Zoology	29	85	114	02	01	03	03	12	15			
5.	BSc Computer Science	72	25	97	01	01	02	01	02	03			
6.	BSc Physics	40	41	81	-	01	01	04	04	08			
7.	BSc Chemistry	24	48	72	-	-	-	01	-	01			
8.	MSc ComputerScience	04	19	23	-	-	-	-	-	-			
9.	MSc Mathematics	03	25	28	-	-	-	-	-	-			

2 (b) No.of Transgender students admitted during 2020-2021 :Nil

2 (c) If Yes, Name of courses they are enrolled in:NA

3 (a) Number of day scholars: 713

4. Details regarding Scholarships

Sl.No	Name of Scholarship	Under Graduate		Post Graduate	
		Number	Amount	Number	Amount
1.	Central Sector Scholarship	16	170000	-	-
2.	Post Matric Scholarship	40	175380	02	11260
3.	Suvarna Jubilee Merit Scholarship	08	80000	-	-
4.	State Merit Scholarship	-	-	-	-
5.	CH Mohammed Koya Scholarship	10	50000	01	5000
6.	Prof Joseph Mundassery Scholarship Award	01	10000	-	-
7.	Higher Education Scholarship	-	-	-	-
8.	Snehapoorvam Scholarship	-	-	-	-

5. Fee concession and stipend for the year 2020-2021

(a) No.of students enjoying fee concession: 249

Sl. No	Category	Graduation		Post Graduation	
		Boys	Girls	Boys	Girls
1	OBC Students	59	74	-	-
2	Forward community(students under KPCR)	47	69	-	-
3	Socially & Economically B.C				

(b) Students enjoying stipend from the Harijan Welfare Department

Graduation				Post-Graduation			
Boys	Girls	Amount	Month up to which paid	Boys	Girls	Amount	Month up to which paid
29	56	76500	31-03-2021				

6. No. of Research papers published 1. National journal & International Journal

1. Asif Navas KR, Ajitha V, Mathew varkey T K “ **Some congruence relations on Odd graceful graphs**” Advances in Mathematics: Scientific Journal, ISSN: 1857-8365
2. Asif Navas KR, Ajitha V, Mathew varkey T K “ **On Vertex integer- magic spectra of caterpillar graphs**”, Malaya Journal of matematik. Vol.No.8, No.4, 1543-1546.
3. Binoy Joseph, Bindhu K Thomas, **A new (k;n) secret sharing symmetric-key cryptographic method using ASCII conversion and Laplace transforms**, Malaya Journal of Matematik, Vol. 8, No. 3, 1203-1205, July 2020.
4. Binoy Joseph, Bindhu K Thomas, **A new cryptographic method irrespective of code order using graph theory**, Malaya Journal of Matematik, Vol. 9, No. 1, 470-473, January 2021.
5. Jimly Manuel, Bindhu K Thomas, “**Digraph homomorphism on Zn- Digraph**”, Malaya Journal of Matematik, Vol. 8, No. 4, 1488-1492.
6. Shiny Joseph, v Ajitha, Bibin K Jose “**Construction of some betweenness uniform graphs**”, AIP Conference Proceedings 2261, 030015 (2020); <https://doi.org/10.1063/5.0016847>, Published Online: 05 October 2020
7. Shiny Joseph, v Ajitha “ **Average Betweenness Centrality of Cartesian Product of Graphs**”, Advances in Mathematics: Scientific Journal 9 (2020), no.10, 8807–8814 ISSN: 1857-8365 (printed); 1857-8438 (electronic) <https://doi.org/10.37418/amsj.9.10.104>
8. Shiny Joseph, v Ajitha “**Total Vertex Stress Alteration in Cycle Related Graphs**” Matematički Bilten, 44 (LXX) 2 (2020), 149-162, UDC: 519.175 DOI: 10.37560/matbil2020149k
9. Shiny Joseph, V Ajitha, “ **Stress regular graphs**”, Malaya Journal of Matematik, Vol. 8, No. 3, 1152-1154, 2020, <https://doi.org/10.26637/MJM0803/0072>
10. Shiny Joseph, V Ajitha. **Induced stress of some graph operations**, Malaya Journal of Matematik, Vol. 9, No. 1, 259-261, 2021, <https://doi.org/10.26637/MJM0901/0043>
11. Johan Kok, Shiny Joseph, “ **On parametric equivalent, isomorphic and unique sets**” Open Journal of Discrete Applied Mathematics, Published: 28 March 2021.
12. Johan Kok, Shiny Joseph, “**On parametric equivalence, isomorphism and uniqueness: Cycle related graphs**”, Open Journal of Discrete Applied Mathematics, Published: 30 April 2021.

7.(a) Details regarding teaching staff as on 31-3-2021

Sl.No	Subject	Sanctioned Strength	Associate Professor	Assistant Professor	Total
1.	English	04	02	02	04
2.	Mathematics	03	01	02	03
3.	Zoology	03	02	-	02
4.	Computer Science	09	02	03	05
5.	Commerce	03	-	03	03
6.	Physics	02	-	-	-
7.	Chemistry	01	01	-	01
8.	Journalism	01	01	-	01
9.	Statistics	01	01	-	01
10.	Malayalam	01	01	-	01
11.	Hindi	01	01	-	01
12.	Political Science	-	-	-	-
13.	Physical Education	-	-	-	-
Total		29	12	10	22

(b)No. of Teachers

No. of Teachers			No. of Teachers having Ph.D			No. of Teachers having M.Phil			Having both Ph.D & M.Phil		
Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total
12	10	22	05	06	11	03	07	10	02	05	07

(c)Details of Guest Lecturers appointed

Sl.No	Name of Subject	Male	Female	Total
1.	English	-	02	02
2.	Mathematics	01	04	05
3.	Zoology	-	01	01
4.	Computer Science	01	02	03
5.	Physics	03	-	03
6.	Chemistry	-	03	03
7.	Malayalam	01	-	01
8.	Hindi			
9.	Political Science	01	-	01
10.	Physical Education	01	-	01

## 8. Details of Non-Teaching Staff

Sl.No	Name of Post	Sanctioned Strength	Existing Strength
1.	Junior Superintendent	01	01
2.	Head Accountant	01	01
3.	Librarian(UGC Grade)	01	01
4.	UD Clerk	02	01
5.	LD Clerk	02	01
6.	Technical Assistant	01	01
7.	Mechanic	01	01
8.	LD Computer Assistant	01	01
9.	LD Store Keeper	01	-
10.	Library Assistant	02	02
11.	Lab Assistant	05	03
12.	Office Attendant	03	01
Total		21	14

9. Any other achievements or information to be included in the Annual Administrative Report 2020-21 of this department.

### **Mary Matha Arts and Science College, Mananthavady**

College is closed from 10 March 2020 to 31 March 2020, after the outbreak of Covid 19. Regular classes are suspended from 10 March 2020. University examinations and practical Examinations conducted till 20 March 2020. National Lockdown was announced from 23 March 2020 to 14 April 2020.

Principal

Dr Maria Martin Joseph

Explanation for Suspension of Activities at Mary Matha Arts and Science College, Mananthavady During COVID-19

Dear Students, Faculty and Staff,

I hope this message finds you well. As we navigate through these unprecedented times marked by the global COVID-19 pandemic, it is essential to prioritize the health and safety of our Mary Matha Arts and Science College community. In light of the ongoing challenges and in adherence to government guidelines, we regret to inform you that all student activities, including offline classes, sports activities, NSS, NCC, and co-curricular and extra-curricular activities, have been temporarily suspended.

The decision to suspend these activities is not taken lightly, and it is in line with our commitment to ensuring the well-being of our students and staff. The COVID-19 pandemic has necessitated strict precautionary measures, and we believe that limiting in-person interactions and gatherings is a responsible and necessary step to curb the spread of the virus.

**Offline Classes:** In-person classes have been suspended to mitigate the risk of virus transmission within the college premises. We understand the importance of face-to-face learning, and our faculty is actively engaged in providing quality education through online platforms to ensure minimal disruption to your academic progress.

**Sports Activities:** Sports activities involve close physical contact and shared equipment, making it challenging to maintain social distancing. The suspension of sports activities is a precautionary measure to protect both the physical and mental well-being of our students.

**NSS and NCC:** While we value the spirit of community service and discipline instilled by NSS and NCC, the suspension of these activities is a temporary measure to avoid unnecessary exposure and prioritize safety.

**Co-curricular and Extra-curricular Activities:** Events, competitions, and other co-curricular and extra-curricular activities that involve large gatherings have been put on hold. We recognize the importance of these activities in the holistic development of our students and are actively exploring virtual alternatives where feasible.

We understand that these measures may be disappointing, but your health and safety are our top priorities. We appreciate your understanding and cooperation during these challenging times. We will continue to monitor the situation closely and keep you updated on any changes or developments.

Stay safe, stay healthy, and let us work together to overcome these challenging times.

Sincerely,

**Principal**

**Dr Maria Martin Joseph**

**Monthly Report**

## January- February-2020

1. A three day district science program named 'Sasthrapadam 2020' was organized by the Department of Physics for plus1 students of Wayanad, from 24<sup>th</sup> to 26<sup>th</sup> Jan 46 students participated in the programme. The programme was funded by Samagra Shiksha Kerala.
2. College organized a programme on 27<sup>th</sup> Jan 2020 to felicitate Capt. Dr. Rajeev Thomas, who won the Defense Ministers commendation card for the flood related activities in 2018-19
3. The Department of English inaugurated the English Association .
4. The Health Ministry, Govt. of Kerala organized a medical checkup for the staff on 29<sup>th</sup> Jan 2020. The Primary Health Centre, Kurukkanmoola conducted the programme.
5. The Revenue Department conducted a Constitution Awareness Quiz programme as part of National Voters Day (Jan 25<sup>th</sup>). National voters day was observed and an awareness campaign was conducted by the district Administration. Mr Tovino Thomas a noted film star inaugurated the programme and released the logo for the college fest on 31<sup>st</sup> Jan 2020.
6. A seminar on 'Role of youth in conflict resolution & Peace building' was organized by Neethi Vedhi and Mary Matha Art & Science college on 3<sup>rd</sup> & 4<sup>th</sup> Feb 2020 and 80 student participated from various colleges. 27 of our students participated in the seminar.
7. Mary Matha Fest: - A tech-fest was organized for all departments on 6<sup>th</sup> and 7<sup>th</sup> Feb 2020. Various departments also inaugurated their Associations. Mary Matha fest was inaugurated by Master Dwain Ben & Ms Daviya Ben, noted child artists.
8. Academic Excellence Day 2020 was celebrated on 10<sup>th</sup> Feb 2020. The function was inaugurated by Mar Jose Porunnedam, the Bishop of Mananthavady, and Dr K T Varkey, the founder principal of the college was the chief guest. In the function Dr K T Varkey honored Captain Dr Rajeev Thomas, Defence Ministers' commendation card winner. Mr Don Benny, Mr Joji Jose, Mr Aswin Prasad were also honoured for their achievements Mr Don Benny participated in the RD Parade at New Delhi, Mr Joji Jose participated in the Thal Sainik Camp at New Delhi and won gold medal. Mr Aswin Prasad won DGNCC commendation card. Ms Amrutha EP who won 8<sup>th</sup> position in the National Power lifting and The Best Outgoing students Ms Midhuna & Ms Anusha were awarded medals in the function . This year's luminous aluminous Mr Sarath Sasi was presented with a memento. Proficiency prizes were also distributed in the function.
9. Srumitha Y S of Department of Physics has been selected to participate in the NSS National Integration Camp.
10. On 11<sup>th</sup> Feb 2020 Goan institute international consortium of education PVT Ltd (GICE) conducted the final round of the recruitment session for those who cleared the second round. Nine of our students got placed as Skill Development Faculty Trainer in GICE.
11. Fit India movement, action taken report of January 2020 was uploaded in the required portal on 13<sup>th</sup> Feb 2020.
12. As a part of National Science Day ( Feb 28) a seminar competition on 'Women In Science' , (this

year's theme on science day) was organized on 14<sup>th</sup> Feb 2020 . Mr Selvarajan L ,Additional Secretary to Govt.(Rtd), was the resource person. Winners were awarded certificates.

13. The Department of Commerce organized a career orientation class and recruitment campaign for the students of III Bcom 15 February 2020.

## **Februay- March 2020**

On February 14<sup>th</sup> our students enacted a radio drama "Feb 14 Valentine's Day" on Akaashvani – All India Radio .

College Day was celebrated on 17.02.2020. Mr. Anunandh S, a B.Tech student, College of Engg. Perumon, Kollam, also a Keytarist, inaugurated the programme. He impressed the audience with his performance.

Eight Students from various Departments have been offered placement after the 3<sup>rd</sup> round of recruitment process by Goan Institute International Consociation of Edn.Pvt. Ltd.

Model Examination (Internal Examination) was conducted for the I Year & II Year students from 2nd March to 9<sup>th</sup> March 2020 .Kannur University VI semester examination began on 4 March 2020.

A farewell was given by the non teaching staff association on 7 March 2020 for the retiring staff Ms. Mariya Joy and Ms Ashely Thomas.

College is closed from 10 March 2020 to 31 March 2020, after the outbreak of Covid 19. University examinations and practical Examinations will continue as per schedule.

Departmental meetings were conducted for the Teaching Staff in connection with the annual evaluation process on 13 March 2020.

Non Teaching Staff meeting was also held on 13 March 2020 to decide upon the activities for the next academic year.

## **March - April 2020**

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**Principal**

**Dr. Maria Martin Joseph**

## **June - July 2020**

College was closed from 10 March 2020 to 31 March 2020, after the outbreak of Covid 19. Regular



classes were suspended from 10 March 2020. University examinations and practical Examinations were conducted till 20 March 2020. National Lockdown was announced from 23<sup>rd</sup> March 2020 to 30<sup>th</sup> June 2020.

College reopened on 1<sup>st</sup> June 2020 and the government asked to conduct online classes for the students from 8.30a.m to 1.30p.m , Monday to Thursday and 8:00a.m to 1:00 pm on Fridays.

A one day workshop was conducted on 2<sup>nd</sup> June 2020 for the office staff on ‘Role of Support Staff in Quality Assessment in Higher Education’. The workshop was led by Dr Maria Martin Joseph and the Manager presided over the programme.

College organized one week long Faculty Development Programme on Learning Management System (LMS). It was a hands-on training programme on Moodle online platform for teachers. Training was conducted by Mr Toby Joseph and Dr Maria Martin Joseph. From 1st June to 5<sup>th</sup> June 2020.

We have started a website for Learning Management System (LMS) for blended learning. The Domain name is <http://marymatha.vlms.net>.

Practical Examinations for Computer science and Chemistry was conducted on 3<sup>rd</sup> and 5<sup>th</sup> June for the UG final year students.

College website domain name was activated as [www.marymathacollege.ac.in](http://www.marymathacollege.ac.in) from this academic year 2020-21

We have enhanced the internet connectivity, by adding on 50 mbps to the already existing connection for taking online classes. Each department is provided with LAN and Wifi.

Our college facilitated and conducted the exams for St Berchmanscollege, Kottayam and St. Thomas College , Thrissur (autonomous colleges) for their students who reside in Wayanad. It was the examination center from 11<sup>th</sup> to 20<sup>th</sup> June and on July 10<sup>th</sup>.

The first phase of the construction of the RUSA –funded college building (intended to house the central library and the auditorium) was done on 29<sup>th</sup> June 2020 by KIIDC. The construction is going on systematically, despite the constraints of the pandemic situation.

Annual Quality Assurance Report(AQAR) was submitted on 29<sup>th</sup> June 2020 for the academic year 2019-20.

Kannur University Distance Education Examinations were conducted in the college ,as per the instructions of the University, from 6<sup>th</sup> to 13<sup>th</sup> July 2020. 261 students were allotted to the college.

## **July-August 2020**

1. Online classes are in progress through our Learning Management System (LMS) for blended learning. The Domain name is marymatha.vlms.net. Teachers are regularly preparing study material and circulating among the students. They upload many videos on Whatsapp and also on Youtube. For the benefit of the students.

2. The college website domain name was activated as [www.marymathacollege.ac.in](http://www.marymathacollege.ac.in) from this academic year 2020-21. All the users were requested to log in through this website name.

3. a) Dr Joseph K J, Associate Professor, Department of Malayalam, was the General Convenor of the International Webinar on Post Covid world organized by the College in June 2020 .

b) He gave a talk in the Weekly International Webinar organized by the Tamil University Tanjore, Tamil Nadu and delivered a lecture in Webinar organized S B College, Changanassery on 19 June 2020. It is shared in the Youtube for public view.

c) He also participated in a webinar series conducted by Sree Shankaracharya Sanskrit University, Kalady on Youtube.

4. Dr. Mary Nirmala Borgia attended a webinar on Locust invasion-Challenges and Management strategies organised by AVV, Coimbatore, Tamil Nadu on 25th July 2020.

5. Mr. Binoy Joseph( Asst. Prof), MrBibin Jose (Asst. Prof), DrRamya Krishnan (Asst.Prof) and MsRajitha K M (Asst Prof) attended one week online Faculty Development Programme on E-Content Development (from July 27 to 31, 2020) organized by Guru Angad Dev Teaching-Learning Centre of MHRD and Sanatan Dharma College, Ambala Cantt., Haryana.

6. DrBindu K Thomas (Asst Prof) attended webinar and FDP on :

(i) “ The upside of stress; staying psychologically fit and productive during the pandemic and beyond” & “Coping with stress during the 2019-ncovid outbreak” conducted by the Department of clinical psychology, Mizoram university on 10<sup>th</sup> July.

(ii) a webinar on “Mathematical Modelling of Infectious Diseases: Its relevance in time of Covid” & “Binary Recurrence sequences and its Arithmetic” conducted by Department of Mathematics and Computer Science, Mizoram university.

(iii) Faculty Development programme on “Online education in Higher Education institution” conducted by Faculty Development Center of the Kerala State Higher Education Council, Thiruvananthapuram. (July 13-17)

(iv) Webinar on “ How to Submit a Winning Research Project Proposal” conducted by St.Joseph’s College, Irinjalakkuda and Morning Star Home Science College, Angamaly. (July 20).

(v) Online International Faculty Development Programme on “ Applications and Techniques in Mathematics” conducted by Department of Science and Humanities, Sai Ram Institute of Technology, Chennai (July 20-24).

(vi) Short Term training programme on “MATLAB and Mathematica for Scientific Research” organized by Department of Mathematics, Arul Anandar College(Autonomous), Madurai. (July 27 -29)

7. Dr Maria Martin Joseph(Principal) :

(a) Participated in the webinar on “National Education Policy 2020: Radical or Rhetoric” organized by Sadhu Vaswani Institute of Management Studies for Girls, Pune on 8<sup>th</sup> August 2020.

b) Attended the webinar on CHANGING ROLE OF PRINCIPAL organized by let’s Talk Education India. Delhi. Resource persons were Fr. Felix Raj, Prof. John Varghese and Dr. Lalitha Balakrishnan.

c) SES College Srekandapuram organized a workshop for their staff in the Documentation for Revised NAAC Assessment and Accreditation Process for an Affiliated College – Dr Maria Martin Joseph was the resource person on the occasion.

d) Participated in a webinar ‘Introducing the Skill oriented Courses in Universities and Colleges’, organised by Andhra State Council for Higher Education.

e) Attended 5 days National e-Conference on Examination Transformation organized by Council of Examiners.

8. Admission for the year 2020-21 started on 5<sup>th</sup> July. Candidates can apply for the different programmes in Mary Matha Arts & Science College, Mananthavady, through the single window admission portal of Kannur University.

## **August- September 2020**

1. Dr. Remya Krishnan M (Assistant Professor) was appointed as the new IQAC Coordinator of our College. Mr Bipin Jose, (Assistant Professor), Mr Toby Joseph (Assistant Professor) and Ms. Sharon Rose (Assistant Professor) as the Assistant Coordinators. Mr Joy Joseph (Superintendent) and Mr Anish Chacko (Library Assistant) as members from office to assist in the IQAC activities of our college.

2. Dr. Sijo A K ( Assistant Professor), gave an online webinar presentation on the topic Determination of structure and cation distribution in superparamagnetic nano-ferrites in VIRTUAL INTERNATIONAL TRANSDISCIPLINARY CONFERENCE, VIT

3. L.S Kaykan, J.S. Mazurenko, Sijo A. K, (2020) Effect of pH on magnetic properties of ordered phase Co-doped lithium ferrites nanoparticles synthesized by sol-gel auto combustion method, Journal of Nano and Electronic Physics

4. Admission process (UG) for the year 2020-21 started on 5<sup>th</sup> July, and PG started on 25<sup>th</sup> August. Candidates could apply for the different programmes in Mary Matha Arts & Science College, Mananthavady, through the single window admission portal of Kannur University.

5. Online classes are in progress through our Learning Management System (LMS) for blended learning. The Domain name is marymatha.vlms.net. Teachers are regularly preparing study material and circulating the same among the students.

6. The college website domain name was activated as [www.marymathacollege.ac.in](http://www.marymathacollege.ac.in) from this academic year 2020-21. All the users were requested to log in through this website name.

7. Dr Maria Martin Joseph (Principal) :

(a) Participated in the national webinar on “Development of Institutional Quality with reference to parameters of NAAC” and talked on the Topic: “Stakeholder based classification of NAAC manual and its effective linking”. Held from 31<sup>th</sup> August to 3<sup>rd</sup> September 2020.

8. Dr. Ramya Krishnan M.

a) Attended one week FDP on E- Content Development jointly organised by Guru Angad Dev Teaching Learning Centre under PMMMNMTT in collaboration with Sanatan Dharma College, Ambala Cantt. from 27<sup>th</sup>-31<sup>st</sup> July 2020.

b) Attending an online Refresher Course in Commerce and Management organised by UGC HRDC, Gujarat University, Ahmedabad from 7<sup>th</sup> - 20<sup>th</sup> September 2020.

## **September - October 2020**

1. Kannur University IV semester Examinations were conducted from 29<sup>th</sup> September to 9<sup>th</sup> October 2020

2. Admissions to U.G. Programmes began on 7<sup>th</sup> October 2020.

3. PG Department of Computer Science organised a Five-Day National Webinar on “PYTHON Programming” from September 22 (Tuesday), 2020 to September 26 (Saturday), 2020. Dr Maria Martin Joseph, (Principal) inaugurated the webinar and Mr Shailesh Sivan, was the resource person and led the webinar (Research Scholar, Department of Computer Application, Cochin University of Science and Technology). Fifty three students participated and benefited from this hands-on training programme.

4. Department of Physics organised a Five-Day International Webinar on the topic “Towards Excellence in Science: Strategies and Opportunities” from 9<sup>th</sup> October to 13<sup>th</sup> October 2020.

5. NSS units conducted various competitions as part of the Independence Day Celebrations. NSS Day was celebrated on September 23 by organizing a webinar on National Education Policy. Mr. George Thomas, Associate Professor and Head, Department of English was the resource person. The salient features of NEP were discussed in the programme. The Gandhi Jayanthi Celebrations of this year was inaugurated by Dr KM Anil, Course Director, Kannur University B. Ed Centre, Thonichal. He spoke on the increasing relevance of Gandhi in these contemporary times. More than twenty volunteers of the two units participated in the one day cancer awareness programme conducted by Pazhassi Raja College, Pulpally on 9<sup>th</sup> October 2020

6. NCC unit organised a programme called Gandhi Smrithi in accordance with Gandhi Jayanthi. Inter Collegiate Quiz, Speech and Short Poem Competitions were conducted as part of the event.

7. Members of the IQAC are undergoing a three month **Course on Effective Documentation for Accreditation**, which cover the following topics: Institutionalization of IQAC, Getting organized with Table, Computer filing, cupboards, register, calendar, Basics of Documentation, basic formats and accountable documentation, Understanding the basics of AQAR & SSR, Criterion wise documentation and its preservation with exercises, SWOC analysis, Feedback mechanism. Participants are Dr Maria Martin Joseph (Principal), Dr Remya Krishnan M (IQAC Coordinator) Mr Bipin Jose (Assistant Professor), Mr Toby Joseph (Assistant Professor) and Ms. Sharon Rose (Assistant Professor) Mr Joy Joseph (Superintendent) and Mr Anish Chacko (Library Assistant)

8. Dr Maria Martin Joseph (Principal)

(a) Is attending a three-month intensive course with hands-on work. A certification programme in "Development of Institutional Quality with reference to NAAC"

9. Dr. Thomas Monoth

a) Organized and attended a Five-day National webinar on "Python Programming" organized by PG Department of Computer Science, Mananthavady from 22<sup>nd</sup> to 26<sup>th</sup> Sept, 2020.

10. Ms. Jisha T E

a) Attended a webinar on "Basics of Python with Data Science" organized by ITM College of Arts and Science, Mayyil, Kannur held on 23-09-2020.

b) Attended an International Workshop on "Plagiarism and Academic Integrity: Problems and Solutions" organized by Manuscriptpedia, Kanyakumari on 9<sup>th</sup> & 10<sup>th</sup> October 2020

11. Ms. Lisha A

a) Attended Five-day national webinar on python programming Organized by the PG department of Computer Science, Mary Matha Arts and Science College Mananthavady from 22<sup>nd</sup> to 26<sup>th</sup> September, 2020.

12. Mr. Bibin Jose

a) Attended "15 Day Online Certificate Course of Mastering Excel: Tour from Beginners to Advance" organized by Department of Computer Science & Applications, Sanatan Dharma College, Ambala

Cantt from 6<sup>th</sup> to 20<sup>th</sup> September, 2020.

b) Attended "Certificate Course on MOODLE LMS" which was scheduled from 4<sup>th</sup>-13<sup>th</sup> October, 2020 and was organised by Sanatan Dharma College, Ambala Cantt., Haryana.

13. Mr. Toby K Joseph

a) Participated in the Research and Publication Ethics course from 12<sup>th</sup> August to 5<sup>th</sup> October, conducted by the University of Calicut in collaboration with St. Thomas College, Trichur.

14. Dr. Shaju P.P

a) Attended 'COVIDian Conversation', a webinar cum book release function organised by Dept of Journalism, Mar Ivanios College, TVM on 5<sup>th</sup> October, 2020.

15. Dr. Sr. Bindhu K Thomas

a) Attended a Webinar on "The Real Line" organized by Department of Mathematics, S.N. College, Kannur on September 14, 2020.

b) Attended a Webinar on "Graph Theory" organized by Department of Mathematics, Rajagiri School of Engineering and Technology from 29.9.2020 to 01.10.2020.

c) Attended a Webinar on "Real Life Application of Fourier, Z, Laplace, Transforms" organized by Department of Mathematics, K.K.T.M. Govt. College Pullut on 1<sup>st</sup> October, 2020.

16. Mr Regi Francis

a) Attended a webinar on "How to prepare a research proposal or synopsis" on 10<sup>th</sup> September-2020 at Govt Arts and Science College, Calicut.

17. Ms Rajitha Xavier

a) Attended a webinar on "How to prepare a research proposal or synopsis" on 10<sup>th</sup> September-2020 at Govt Arts and Science College, Calicut.

b) Participated in a webinar on digital marketing conducted on 1<sup>st</sup> October 2020 by Sanatana Arts and Science College, Kanhangad.

19. Dr. Ramya Krishnan M.

a) Attended a webinar on "How to prepare a research proposal or synopsis" on 10<sup>th</sup> September-2020 at Govt Arts and Science College, Calicut.

20. Dr Sijo A K

a) Presented a paper titled "Manifestation of Ferroelectric Properties of Aluminium

Substituted Nanosized Lithium -Iron spinels" on "International meeting on Clusters and Nanostructured Materials-CNM'6-Ukraine" on 8<sup>th</sup>October 2020.

## **October- November 2020**

1. Dr Maria Martin Joseph (Principal), Dr Ramya Krishnan M(IQAC Cordinator), Mr Bibin Jose, Mr Toby K Joseph, Ms Sharon Rose, Mr Joy Joseph and Mr Anish Chacko(IQAC Members) completed a two month certificate course on "Effective Documentation for Accreditation" organized by the IQAC Cluster India from 15th September to 10th November 2020. Our college IQAC initiated the staff to participate in this enrichment programme and the college paid 50% of course fee for the staff. Mr Joy Joseph was selected as a meritorious participant and bagged a cash prize for the same.

2. Dept. of Zoology organized an International Webinar 'ZOOBINAR 2020' on Recent Trends in Biodiversity Conservation from 26th to 28th Oct 2020.

3. Career Guidance Cell Conducted a webinar with the assistance of MYRA School of Business, Mysore on 20th October. The Cell also conducted a webinar on Job Training Program on 28<sup>th</sup>October in association with School Guru Eduserve,,Bangalore.

4. The college NCC unit conducted a webinar on 'National Education Policy -2020' on 18th Oct 2020. The unit also conducted a survey and evaluation on National Education Policy -2020.

5. Online Classes for the First year UG and P G students began on 2 November 2020

6. **Dr. Maria Martin Joseph:** Successfully completed 3 months course on "Development of Institutional Quality" organized by IQAC Cluster India from 3<sup>rd</sup> Aug to 10<sup>th</sup> November. Achieving the required standard in the following modules - 1. Developing institutional Policies, Process and Procedures, 2. Facilitating the academic audits, 3. Documentation and communication to management, 4. Analyzing Institutional Risks and Opportunities.

7. **Dr. Mary Nirmala Borgia:** Organized and participated an International Webinar ZOOBINAR 2020 from 26th to 28th October 2020

8. **Ms. Jisha T E:** 1) Participated in an Online Workshop on "How to Publish in Scopus Indexed Journal" organised by Research and Publication Division of Gujarat National University, Gandhinagar, Gujarat, India on 31<sup>st</sup> October, 2020.

2) Completed a Two-Day Online Faculty Development Program on “PYTHON WITH HANDS ON SESSION”, organized by NAM College Kallikandy In association with IQAC on 30<sup>th</sup>& 31<sup>st</sup> Oct,2020.

3) Participated in the International Workshop on “Plagiarism and Academic integrity: Problems and Solutions”, organized by Manuscriptpedia, Kanyakumari, on 9th & 10th October, 2020 through online pedagogy.

9. **Ms. Lisha A:**1)Completed a 2-Week Faculty Development Programme on "RESEARCH METHODOLOGY" from 1<sup>st</sup>October – 15<sup>th</sup> October, 2020.

2) Attended a Webinar on "Decision Making – A Machine Learning Approach".

10. **Mr. Bibin Jose:** 1) attended a Two Week Online Faculty Development Programme (FDP) in Research Methodology organized by Teaching Learning Centre and Research Development and Services Cell, Ramanujan College, University of Delhi (1<sup>st</sup> to 15<sup>th</sup> October, 2020).

2) Attended an One-week Faculty Development Program (FDP) on Darshan - Fine Tune your Research Planning using Online Research Tools organized by Department of Computer Applications, St. Teresa's College Ernakulam (12<sup>th</sup> to 17<sup>th</sup> October 2020).

3) One Week FDP on Development and Implementation of MOOCs (organized by Teaching Learning Centre and Research Development and Services Cell, Ramanujan College, University of Delhi Oct. 21 - Oct. 27, 2020).

4) Online Certificate Course Cum Workshop of 32 hours on Professional Documents with Microsoft-Word organized by Department of Computer Science & Applications, Sanatan Dharma College, Ambala Cantt, Kurukshetra University, Kurukshetra (14<sup>th</sup> to 28<sup>th</sup> October 2020).

11. **Mr. Binoy Joseph:** 1) Presented a research paper entitled "A Revised Symmetric-key Cryptographic Method using Laplace Transforms" in the International Conference on Emerging Trends in Mathematics and Statistics (ICETMS-2020 online) from 21/10/2020 - 23/10/2020 organized by Post Graduate Department of Mathematics and Statistics St George's College Aruvithara, Kottayam in association with Kerala Mathematical Association (KMA)

2) Participated in the International Conference on Emerging Trends in Mathematics and Statistics (ICETMS-2020 online) from 21/10/2020 - 23/10/2020 organized by Post Graduate Department of Mathematics and Statistics St George's College Aruvithara, Kottayam in association with Kerala Mathematical Association (KMA) and



3) Served as the resource person for the National Webinar on "Vedic Mathematics" on 27-10-2020 organized by the Department of Mathematics Pazhassiraja College, Pulpally.

12. **Dr. Rakesh Kalia:** 1) Attended a national webinar on Hindi Stories by Christ Nagar College Maranallor, Tvm.

2) Attended webinars conducted by Employment and Information Bureau, Kannur University on 5th, 13th October and 3rd November.

13. **Mr. Regi Francis:** Attended "International Webinar series (ZOOBINAR - 2020)" organized by Department of Zoology, Mary Matha Arts & Science College Mananthavady, Wayanad from 26<sup>th</sup> to 28<sup>th</sup> October, 2020.

14. **Dr. Ramya Krishnan M.:** 1) Attended "International Webinar series (ZOOBINAR - 2020)" organized by Department of Zoology, Mary Matha Arts & Science College Mananthavady, Wayanad from 26<sup>th</sup> -28<sup>th</sup> October, 2020.

2) Participated in the webinar on "Research Indicators" organized by IQAC, SVR NSS College, Vazhoor on 12th November 2020.

### **November-December 2020**

1. **Examination:** Second Semester P.G. examinations for M Sc Computer Science and M Sc Mathematics were conducted from 16/11/2020 to 30/11/2020.

2. **Dept. of Computer Science** Organized Webinar on

a) Footsteps of MOBILE App Development (17th November 2020) and

b) Behind the Scene: The Creation of Application (18th November 2020)

### **3. Dr Maria Martin Joseph**

Attended a National Level Faculty Development Programme on "SKILLS FOR NEXT GENERATION TEACHERS" under the scheme of PMMMNMTT. It was a 7 day inter-disciplinary FDP from 1st to 7th December 2020 and was organized by Vimala College, Thrissur in association with GAD-TLC, MHRD & Jean Monnet Module, Centre for European Studies, Jawaharlal Nehru

University, Delhi .

#### 4. **Mr.Bibin Jose**

- a) Attended an International webinar on “Next Generation Computing Paradigms” organized by Department of Information Technology, School of Information Science and Technology, Kannur University on 25/11/2020.
- b) Attended a One-week online Faculty Development Program (FDP) on Higher Education Road Ahead Developing Next Generation Academic Leaders ,organized by Department of Commerce & IQAC Sri Venkateswara College (University of Delhi) in collaboration with Teaching Learning Centre (TLC) Ramanujan College (University of Delhi) (25/11/2020 to 01/12/2020) .

#### 5. **Mr.Regis Francis**

- a) Participated in a webinar on "Management Principles: Indian,US and JapaneseRecipes, A Warp Up" on 30/11/2020.
- b) Participated a National Webinar on Demystifying DalalStreet(DDS) - Unveiling Stock Market Meat and Potatoes on 5/12/2020.

#### 6. **Mrs. RajithaXavior**

- a) Participated in a webinar series on "Overview of IND AS and Accounting Standards" on 17<sup>th</sup>, 18<sup>th</sup> and 19<sup>th</sup>November 2020.
- b) Participated a National Webinar on Demystifying Dalal Street(DDS) - Unveiling Stock Market Meat and Potatoes on 5/12/2020

#### 7. **Dr.Ramya Krishnan M**

Participated in the webinar series on "OVERVIEW OF IND AS AND ACCOUNTING STANDARDS" jointly organized by ICAI Ernakulam Branch, Department of Commerce, IQACNirmalagiri College Kuthuparamba on 17<sup>th</sup>, 18<sup>th</sup> and 19<sup>th</sup> November 2020.

### **December 2020 - January 2021**

1. Regular offline classes for third year and P.G. students began from 4<sup>th</sup> January 2021.
2. Second semester degree examinations were conducted from 5<sup>th</sup> -14<sup>th</sup> January 2021.

3. Internal Quality Assurance Cell organized an Induction and Orientation Programme for the first year students from 15<sup>th</sup> – 18<sup>th</sup> December 2020.

4. **Dr. Maria Martin Joseph** was elected to the Kannur University Academic Council representing the Principals of first grade colleges.

5. **Dr. Shaju P P** was elected to the Kannur University Academic Council representing Journalism teachers.

6. **Department of English** organized the inauguration of the first Fr. Francis Njallanpuzha Memorial Annual Lecture series which was conducted on 15<sup>th</sup> January 2021. Dr V.Y. Dasappan, principal, St. Xavier's College, Thumba delivered the inaugural lecture. Noted Malayalam author S.N. Roy and Mr. Varghese Joseph, Assistant Professor of Journalism, St. Xavier's College, Thumba spoke on the occasion. The programme was organized by the Department of English

7. **Dept. of Commerce: (i)** Organized a webinar on “Preparation of Project Report” on 21<sup>st</sup> December 2020. Dr Swarupa R, Associate Professor Department of Commerce, MG College Iritty was the Resource Person

(ii) They also organized a webinar on “Stand out from crowd with Professional Qualification- ACC Embedded B Com”, in association with ISDC on 13<sup>th</sup> January 2021.

#### 8. **Mr. Regi Francis**

a. Participated in a National Webinar on Surveillance Capitalism organised by PG department of Commerce NAM college Kallikkandy on 23<sup>rd</sup> December 2020.

b. Participated in a National webinar on “ The Structure of GST in India” organized by the P.G.Department of commerce -Govt. Arts and Science College Santhanpara Pooppara P.O.Idukki on 24<sup>th</sup> December 2020

#### 9. **Mrs. Rajitha Xavier**

(i) Participated in a National Webinar on Surveillance Capitalism organized by PG department of Commerce NAM college Kallikkandy on 23<sup>rd</sup> December 2020.

(ii) Participated in a National webinar on “ The Structure of GST in India” organized by P.G.Department of Commerce -Govt. Arts and Science College Santhanpara Pooppara P.O.Idukki on 24<sup>th</sup> December 2020.

#### 10. **Dr. Ramya Krishnan M**

(i) Participated in a National webinar on “ The Structure of GST in India” organized by the P.G.Department of Commerce -Govt. Arts and Science College Santhanpara Pooppara P.O.Idukki on 24<sup>th</sup> December 2020.

### **11. National Service Scheme**

(i) Observed National Farmers Day on 23<sup>rd</sup> December 2020. The first year NSS Volunteers planted a vegetable garden near their homes.

### **January 2021 - February 2021**

1. Regular offline classes for third year and P.G. students resumed from 4<sup>th</sup> January 2021.

2. Second semester degree examinations were conducted from 5<sup>th</sup> -14<sup>th</sup> January 2021.

3. Regular offline classes for second year students resumed from 25<sup>th</sup> January 2021 and First year classes on 29<sup>th</sup> January 2021.

4. Internal Quality Assurance Cell organized an Induction and Orientation Programme for the first year students from 15<sup>th</sup> – 18<sup>th</sup> December 2020.

5. Applications were invited for the post of Assistant Professors in Physics and Computer Science.

6. Internal Quality Assurance Cell organized Department wise Orientation Programme for Freshers’ from 28<sup>th</sup> January – 6<sup>th</sup> February 2021.

7. Internal Quality Assurance Cell organized an Investor Education and Awareness Programme for teaching and non-teaching staff in association with Sraddha Talent Management Company on 29<sup>th</sup> January 2021.

8. Dr. Ambikasuthan Mangadu, the noted Malayalam writer, inaugurated the activities of the Literary Club on 21<sup>st</sup> January 2021. Poetry Fest was conducted as part of the inauguration.

9. **Dr. Maria Martin Joseph** was elected to the Kannur University Academic Council representing the Principals of First Grade Colleges, and participated in one week faculty development programme on “NAAC : AQAR submission in the revised format” organized by RUSA Maharashtra from 1<sup>st</sup> to 6<sup>th</sup> February 2021

10. **Department of English** organized the inauguration of the first Fr. Francis Njallanpuzha Memorial Annual Lecture series which was conducted on 15<sup>th</sup> January 2021. Dr V.Y. Dasappan, principal, St. Xavier’s College, Thumba delivered the inaugural lecture. Noted Malayalam author S.N. Roy and Mr. Varghese Joseph, Assistant Professor of Journalism, St. Xavier’s College, Thumba spoke on the occasion. The programme was organized by the Department of English

11. **Dept. of Commerce:** (i) Organized a webinar on “Preparation of Project Report” on 21<sup>st</sup> December 2020. Dr Swarupa R, Associate Professor Department of Commerce, MG College Iritty was the Resource Person

(ii) They also organized a webinar on “Stand out from crowd with Professional Qualification- ACC Embedded B Com”, in association with ISDC on 13<sup>th</sup> January 2021.

12. **Dr. Shaju P P** was elected to the Kannur University Academic Council representing Journalism teachers.

He served as the Resource person in a Webinar on Role and Relevance of Corporate Social Responsibility organised by Dept of Journalism and IQAC, CH Muhammed Koya Memorial Govt Arts and Science.

### 13. **Mr. Regi Francis**

c. Participated in a National Webinar on Surveillance Capitalism organised by PG department of Commerce NAM college Kallikkandy on 23<sup>rd</sup> December 2020.

d. Participated in a National webinar on “ The Structure of GST in India” organized by the P.G. Department of commerce -Govt. Arts and Science College Santhanpara Pooppara P.O. Idukki on 24<sup>th</sup> December 2020. Participated in a National Webinar on Intellectual Property Rights conducted by Projothi Nikethan College, Puthukad ,Thrissur on 19/01/2021

e. Attended 7 day FDP in Teaching and Learning in Post COVID Era, organised by St Josephs College Irinjalakkuda in association with GAD TLC. MHRD under the Scheme PMMMNMIL o from 15 January 2021 to 21 January 2021

### 14. **Mrs. Rajitha Xavier**

(iii) Participated in a National Webinar on Surveillance Capitalism organized by PG department of Commerce NAM college Kallikkandy on 23<sup>rd</sup> December 2020.

(iv) Participated in a National webinar on “ The Structure of GST in India” organized by P.G. Department of Commerce -Govt. Arts and Science College Santhanpara Pooppara P.O. Idukki on 24<sup>th</sup> December 2020.

(v) Attended a National Webinar on Intellectual Property Rights conducted by Projothi Nikethan College, Puthukad ,Thrissur on 19/01/2021

(vi) Attended 14 days Online Interdisciplinary Refresher Course in Cognitive Economics, Commerce & Business 20-01- 2021 to 02-02-2021 at UGC-HRDC, Kannur University

**15. Dr. Ramya Krishnan M**

(ii) Participated in a National webinar on “ The Structure of GST in India” organized by the P.G.Department of Commerce -Govt. Arts and Science College SanthanparaPooopparaP.O.Idukki on 24<sup>th</sup> December 2020.

(iii) Participated in a National Webinar on Intellectual Property Rights conducted by Projothi Nikethan College, Puthukad ,Thrissur on 19/01/2021.

**16. Mr. Toby K Joseph**

(1) Served as the resource person for a Webinar on 'MLA 8' conducted by the Dept of Language and Literature, St Joseph's College, Devagiri, Calicut on Jan,23,2021.

**17. National Service Scheme**

(ii) Observed National Farmers Day on 23<sup>rd</sup> December 2020. The first year NSS Volunteers planted a vegetable garden near their homes.

Principal

Dr Maria Martin Joseph

Name:      Designation & Signature of the Head of Institutio

