Mar Thoma College for Women

IQAC:
Quality Assurance Strategies

(including major practices)

Quality Assurance Strategies and Processes

The Internal Quality Assurance Cell (IQAC) has made significant contributions in institutionalizing strategies and processes for ensuring quality. One area of focus for the IQAC has been the overall development of the institute by addressing issues related to student progression and learning assessments. The IQAC has implemented various measures for the overall improvement in quality.

- Preparation and analysis of Action Taken Reports

Analysis of stakeholders' feedback - suggestions provided for improvement

- Compilation and submission of Annual Quality Assurance Report (AQAR) and Self-Study Reports for national accreditation compiled and submitted

- Participation in ranking and accreditation initiatives such as AISHE, ARIIA and NIRF.

- Implementation of Performance Based Appraisal System (PBAS) for Career Advancement Scheme (CAS).

- Taking measures to ensure staff welfare and aligning with national missions and government policies.

Quality Assurance Initiatives by the IQAC during the Accreditation Period

(2017-22)

1. **Promotion of skill-oriented courses**

   - Launched B.Voc course in Fashion Technology and Merchandizing

   - Launched B.Voc Course in Renewable Energy Technology and Management

   - Launched UGC-aided B.Voc course in Tourism and Hospitality Management

   - Launched Beautician Course under aegis of Women's Cell

   - Conducts workshops on LED lamp making, waste recycling, embroidery, soap and sanitizer manufacturing

2. **Development of innovation ecosystem and spirit of entrepreneurship**

   - Established Institution's Innovation Council and it obtained a rating of 3.5 out of 5.

   - Set up Innovation and Entrepreneurship Development Centre under aegis of Kerala Start Up Mission

   - Participated in ARIIA rankings and obtained rating as band performer

   - Launched Entrepreneurship Development Club

3. **Participation in accreditation and ranking processes**

- Participates every year for NIRF ranking

- AQAR for 2017-18, 2018-19, 2019-20 and 2020-21 submitted on time

- SSR being prepared for timely submission

4. Collection and analysis of Stakeholder Feedback

- Takes feedback regularly from students, parents and staff

- Analyses feedback analysed and suggests corrective measures

- Ensures implementation of corrective measures

5. Implementation of technology-enabled teaching and learning

- Initiated purchase of MOODLE

- Provided training to teachers in the use of LMS

- Members participated in workshops and training sessions on online teaching

- Facilitated shift to online teaching during pandemic

6. Commemoration of Days of National and International Importance

- Participated in Azadi ka Amrut Mahotsav 2022

- Republic Day and Independence Day celebrated

- Programmes conducted on International Women's Day, Human Rights Day, Refugee Day, and on birthdays of eminent personalities

7. **Provision of Learning Support for students**

- Remedial Coaching and Mentoring held regularly

- Value Education sessions every first Wednesday

- Students involved in Additional Skills Acquisition Programme

- Part of Walk With a Scholar Scheme and Student Support Programme of Govt. of Kerala

8. **Introduction of Outcome Based Education**

- OBE introduced in 2019

- PO, PSO and CO mapped and analysis conducted

- PO, PSO and COs adhere to recognized standards

9. **Introduction of Green Campus Initiative**

- Green Campus Initiative adopted as best practice

- College declared as plastic-free zone

- Green audits and energy audits conducted regularly

- Waste recycling and bio composting practices enhanced

- Renewable sources of energy utilized – solar panels upgraded

10. **Preparation of Annual Action Plan**

- Action Plan prepared by each department in consultation with IQAC

- Monitors implementation of action plan

- Reports prepared regularly to ensure adherence to plan
- Drawbacks identified and corrected

11. Conducting Value Education Classes:

- Classes are taken on every first Wednesday of every month
- Students are made aware of leading a morally uplifted life
- Students are taught the ideals of truthfulness, integrity and respectability

12. E-Governance and Academic Management (ERP)

- ERP softwares are deployed in academic and administrative accomplishments
- ERP software is also used for financial matters for transparency and accountability

13. Conduct of annual academic and administrative audit

- Academic audits are conducted annually to ensure smooth and qualitative functioning of teaching-learning process
- Administrative audit (external and internal) done annually by accomplished auditors

14. Collaborative Initiatives

- Encourage collaborative initiatives with other established institutions through

MOUs and Linkages

- Conduct of quality programmes under aforesaid institutions

15. Conduct of Faculty Development Programmes/Seminars/Worshops

- Provide conducive environment to conduct FDPs/Seminars/Worshops on relevant topics
- Ensures the initiatives aid in career development of the staff and students

Illustration:

Major Practices

(Instances of) Major Practices Institutionalized through IQAC Initiatives

I.   Value Education

Background:	• Recognizing the importance of instilling values in students, our institution has implemented a practice of conducting Value Education classes on the first Wednesday of every month. This initiative aims to go beyond academic education and cultivate ethical and moral values in students, preparing them for a well-rounded and meaningful life.
Context:	• To inculcate moral values so as to lead a respectful life in future
Practice:	• On the first Wednesday of every month, Value Education classes are conducted. The teachers are allotted various classes and they impart moral values to students. External resource persons are also invited. These sessions are designed to be interactive and engaging, utilizing various teaching methods such as discussions, case studies etc. The curriculum for these classes covers a wide range of topics related to values, ethics, social justice, environmental consciousness, and global citizenship. • During these classes, students are encouraged to participate actively, express their thoughts and opinions, and engage in dialogue with their peers. The focus is not only on imparting theoretical knowledge but also on practical application and reflection.

Outcome

- The regular conduct of Value Education classes on the first Wednesday has yielded significant outcomes for both students and the institution as a whole. Some of the notable outcomes include:

- Character Development: Students develop a strong moral compass and learn to make ethical decisions based on principles and values they have internalized.

- Empathy and Respect: Students become more empathetic towards others' perspectives and develop a sense of respect for diverse cultures, beliefs, and backgrounds.

- Responsible Citizenship: Students understand their role as responsible citizens and actively engage in social and environmental issues, promoting positive change in their communities.

- Improved Interpersonal Skills: Through interactive activities and discussions, students enhance their communication, teamwork, and conflict resolution skills, enabling them to build healthy relationships.

- Ethical Leadership: Value Education classes foster the development of ethical leadership qualities, nurturing future leaders who make decisions for the greater good.

- Overall, the conduct of Value Education classes on the first Wednesday serves as a foundation for holistic education, empowering students to become compassionate, responsible, and ethical individuals who positively contribute to society.

II. Green Campus Initiative

Background:

- With an increasing focus on sustainability and environmental consciousness, our institution has undertaken the Green Campus Initiative. This initiative aims to create a culture of environmental responsibility within the campus community and promote sustainable practices in all aspects of campus life.

Context:

- As the impacts of climate change become more evident and concerns about the environment grow, it is imperative for educational institutions to take a proactive role in fostering environmental awareness and sustainable practices. The Green Campus Initiative aligns with our institution's commitment to social responsibility and serves as a platform for students, faculty, and staff to actively contribute to environmental conservation and sustainable development.

Practice:

- The Green Campus Initiative involves the implementation of various sustainable practices and the promotion of eco-friendly behaviors throughout the campus. Some of the key practices include:

- Energy Conservation: Implementing energy-efficient measures such as using LED lighting, optimizing heating and cooling systems, and promoting awareness of energy-saving practices among the campus community. Training classes on LED bulb making are offered. Energy audits and green audits are conducted regularly.

- Waste Management: Adopting waste reduction and recycling programs, setting up designated recycling bins, and organizing awareness campaigns on waste segregation and responsible disposal. Hands-on training is given in converting waste material into usable items.

- Water Conservation: Promoting water-saving techniques, installing water-efficient fixtures such as sensor taps, and raising awareness about the importance of water conservation through educational programs and campaigns.

- Sustainable Transportation: Encouraging the use of public transportation, carpooling, cycling, and walking, while providing infrastructure such as bicycle parking and electric vehicle charging stations.

- Green Spaces and Biodiversity: Creating and maintaining green spaces on campus, planting native trees and plants, preserving natural habitats, and promoting biodiversity through educational initiatives. The Vidyavanam project, a Miyawaki-type garden and Butterfly Garden have been established.

Outcome:

The Green Campus Initiative has yielded significant outcomes, contributing to a more sustainable and eco-conscious campus environment. Some of the notable outcomes include:

Resource Conservation: Through the adoption of sustainable practices, the initiative has resulted in reduced energy and water consumption, minimizing the institution's ecological footprint and promoting resource conservation.

Waste Reduction and Recycling: The implementation of waste management programs has led to increased recycling rates, reduced plastic waste, and improved waste management practices.

Ecoconsciousness: The Green Campus Initiative has raised awareness about sustainable behaviors and inspired individuals to make environmentally responsible choices in their daily lives, both on and off-campus.

Positive Reputation: The institution's commitment to sustainability through the Green Campus Initiative enhances its reputation as a responsible and environmentally conscious educational institution, attracting like-minded individuals and partnerships. As of now, we have signed agreements with the Energy Conservation Society, _____.

The Green Campus Initiative exemplifies our institution's dedication to creating a sustainable future and inspiring positive change within the campus community. Through collective efforts, we strive to create an environmentally friendly campus environment that nurtures ecological balance, promotes sustainable practices, and prepares students to become responsible global citizens.

III. Snehasparsham

Background

- The Snehasparsham Programme, meaning 'Touch of Love,' is a philanthropic initiative undertaken by our institution to support the welfare and well-being of financially disadvantaged students, aid needy individuals, and offer support during times of crisis such as floods and pandemics. This program reflects our institution's commitment to fostering compassion, empathy, and social responsibility within the campus community.

Context

- Recognizing the socio-economic challenges faced by some students and the importance of lending a helping hand to those in need, the Snehasparsham Programme was established. The initiative aims to create a supportive environment that empowers financially weak students, assists needy individuals, and provides relief during times of unforeseen crises. By offering financial aid, scholarships, and other forms of assistance, the program seeks to ensure equal opportunities and create a sense of belonging for all members of the campus community.

Practice

- The Snehasparsham Programme encompasses various activities and practices to fulfill its objectives:

- Welfare of Financially Weak Students: The program collects contributions from individuals, organizations, and the institution itself to provide financial support to students who face economic challenges. This includes scholarships, tuition fee waivers, book grants, and other forms of assistance to ensure that financial limitations do not hinder their education.

- Donations for Needy Individuals: The initiative encourages donations from the campus community and external sources to aid individuals facing financial hardships. This includes providing financial assistance for medical treatments, educational expenses, house-building and other essential needs.

- Financial Assistance for Staff Facing Health Problems: The program extends support to staff members who encounter health issues by providing financial assistance for medical treatments, consultations, and necessary support during their recovery.

- Noon-Meals for Needy Students: The Snehasparsham Programme offers nutritious noon-meals to students from economically disadvantaged backgrounds, ensuring they receive a balanced diet and addressing the issue of food insecurity.

- Support During Floods and Pandemics: In times of natural disasters or global health crises like floods and pandemics, the program provides immediate relief and support to affected individuals and families. This may include distributing essential supplies, facilitating temporary shelters, and offering financial aid to help them rebuild their lives. Besides, our students and teachers helped clean flood-affected localities and offered support. During the pandemic, masks, sanitizers and other medical equipment were distributed among people in the locality.

Outcome

The Snehasparsham Programme has yielded significant outcomes, making a positive impact on the lives of students, staff, and the wider community. Some notable outcomes include:

Increased Access to Education: Financially weak students receive financial aid and support, enabling them to pursue their education without the burden of economic constraints. This contributes to higher retention rates and promotes equal opportunities for all students.

Improved Well-being: Needy individuals and staff facing health problems receive essential financial assistance, allowing them to access medical treatments and necessary support. This enhances their overall well-being and helps them overcome challenges more effectively.

Provision of Essential Nutrition: Through the provision of noon-meals for needy students, the program ensures they have access to nutritious meals, reducing food insecurity and promoting better health and academic performance.

Community Support: The Snehasparsham Programme fosters a sense of community and compassion within the campus, encouraging individuals to contribute and make a positive difference in the lives of others. This strengthens the bonds among students, staff, and the institution.

Crisis Response and Relief: During times of floods, pandemics, and other crises, the program's immediate support and relief initiatives provide much-needed assistance to affected individuals and communities, offering hope and stability in challenging times.

The Snehasparsham Programme embodies the values of empathy, compassion, and social responsibility, reflecting our institution's commitment to creating a caring and inclusive community. Through collective efforts, we strive to make a lasting impact on the lives of those

IV . E-Governance and Academic Management (ERP)

Background:
- The importance of digitalising all transactions and information had become inevitable in this era

Context:
- To ensure paperless transactions and error free documentaion, for transparency and accountability in all academic, non academic , and financial matters of the institution

Practice

The following learning and administrative softwares are used for enhancing the quality of teaching-learning process by the recommendation of IQAC.

1) LMS-Moodle

It is a centralized platform containing all the course material needed for any particular course. Moodle is a platform for online learning that enables to create online courses, add assignments, and keep an eye on your students' progress.

Advantages-
- Blended learning allows students to take lectures in-person and supplement their learning with study materials found on the LMS. The LMS include readings, notes, recorded lectures, lesson plans, and much more.
- Ensures Personalized Learning Pathways
- Easy Assessment and Grading Tools
- Learning from anywhere
- Update Course Content Without Hassle
- Encourages Social Learning and Communication

2) Virtual Lab software

A Virtual lab has been implemented by the Department of Physics with the goal to provide remote -access to simulation based studies. The college is privileged to be one of the 40 colleges who had implemented this facility in Kerala.

Advantages-
1) Top-notch equipment- Simulations and Virtual Microscope
2) Serves as a visual aid to teach complex concepts
3) Ensures student safety
4) Engages learners
5) Offers instant feedback
6) Allows learning flexibility

3) deQ Software by ipsr solutions limited

Designed for quality-assured OBE processes in Higher Education Institutions, deQ OBE consolidates learning activities, assessments, course plans and outcomes, multi-dimensional reports, academic expertise, internal and external collaboration on a single, seamless platform to deliver Total Quality Management(TQM) and data-driven decision making in academics. It also consolidates the academic and extension activities of the teachers in improving the teaching-learning process.

4) e-College Solutions Software

- ✓ Student Enrolment: Provision to create various batches and enroll students into the batches.
- ✓ Fees Management: Provision to set various types of fees; define exemptions and discounts for specific groups of students.
- ✓ Calendar and Time Table: The events and academic calendar of the HEI may be mapped into the built-in calendar. Time table for each batch may be configured so as to facilitate attendance marking.
- ✓ Attendance: Options to easily mark attendance or absence (through mobile app also)
- ✓ Internal Assessment Marks entry for assignments, projects, and seminars
- ✓ A/B Form Generation: A form and B form required by the University can be generated easily.
- ✓ Reports: Other modular level reports and consolidated reports required for internal and external use can be generated.
- ✓ Teacher: It facilitates the teachers to view and edit relevant student details.
- ✓ Student: Student login lets each student know essential information about their performance and to access academic calendar.
- ✓ Parent: Parent Login is a feature that lets a platform for the parents of each student to know the basic information about their ward's performance.
- ✓ Major Events of the Institution: Brochure and other details can be published and allowed access for the students and guardians as well.

Outcome

- Accontability in every activities
- Transparency in financial matters
- Error free documentation
- Digital record of all activities
- Ease of accessiblity at any time and at any place using login credentials

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