

AUDIT REPORT 2019-20
MAR THOMA COLLEGE FOR WOMEN, PERUMBAVOOR
ERNAKULAM
SECTION I

GENERAL INFORMATION

1.1	Name & Address of the Institution:	Mar Thoma College for Women, Perumbavoor, 683542
1.2	Year of Establishment	1982
1.3	<p style="text-align: center;">Current Academic Status</p> Departments No. of Faculty Members No. of Office Staff No. of Students:	UG-11, PG-2 49 13 830
1.4	Three major features in the institutional context	<ul style="list-style-type: none"> • Remarkable track record of academic excellence, with its students achieving top ranks year after year. • Positive and inclusive atmosphere, ensuring that all students feel valued and supported throughout their academic journey. • Environment- conscious and service-oriented approach. The college actively embraces environmental consciousness, integrating sustainable practices into its operations and promotes a service-oriented approach, encouraging students to engage in philanthropic activities.
1.5	Dates of visit of Audit Team	24 September 2019

1.6	Composition of Audit Team	<p>1. Dr. M.O.Koshy Former Pro VC Kannur Univresity</p> <p>2. Dr. Alex Mathew Former Principal, Mar Thoma College, Thiruvalla</p> <p>3. Dr.Gigi George Principal, Mar Thoma College for Women, Perumbavoor</p> <p>4. Dr.Anupama P IQAC Co-ordinator</p>
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SECTION II: CRITERION-WISE ANALYSIS

2.1. Curricular Aspects

Sl. No.	Indicator	Observations
2.1.1.	Curricular planning and implementation	<ul style="list-style-type: none"> • Follows curriculum of affiliating university • Academic calendar followed • 3 B.Voc. programmes granted by UGC conducted effectively • Affiliation and grants for B.Voc. to be obtained • Higher number of certificate courses
2.1.2.	Academic flexibility	<ul style="list-style-type: none"> • Mentoring regularized-schedule followed • Value education classes conducted monthly • Bridge courses offered by departments

2.1.3.	Curriculum enrichment	<ul style="list-style-type: none"> • Offers certificate courses • Organises seminars and workshops on values, gender, environment etc
2.1.4.	Feedback system	<ul style="list-style-type: none"> • Streamlining feedback analysis procedures required • Regular collection of student feedback done • Maintaining comprehensive records of actions taken to address identified issues. • Records maintained by departments

2.2. Teaching-Learning and Evaluation

Sl. No.	Indicator	Observations
2.2.1	Student enrolment and profile	<ul style="list-style-type: none"> • Admissions facilitated through the UGC-CAP portal • Provision of concessions for students from socially and economically disadvantaged backgrounds • Language proficiency of students to be improved • A few programmes for communication skills development conducted
2.2.2	Catering to student diversity	<ul style="list-style-type: none"> • Entry-level tests conducted systematically • Slow, Intermediate and Advanced learners identified • More skill-oriented courses to be conducted • Coaching for UGC NET, GATE, SET examinations launched • SWAYAM courses introduced

2.2.3	Teaching-Learning process	<ul style="list-style-type: none"> • Innovative teaching methods such as role-plays, discussions, audio-visual methods etc utilized • Academic calendar prepared by IQAC • Teaching plan prepared by Departments • Effective use of the library to be ensured • Space and facilities for language lab inadequate. • Applied for CSR funds from banks
2.2.4	Teacher quality	<ul style="list-style-type: none"> • All vacant posts to be filled • Chemistry to be regularized • Training programmes to be organized for teachers • Regular feedback system required • Teachers to attend OCs and RCs, especially those on e-content development
2.2.5	Evaluation process and reforms	<ul style="list-style-type: none"> • Grades determined through internal and external evaluation. • Grievance Redressal Cell to handle complaints related to internal assessment • Transparency in evaluation ensured by getting signatures of students in the evaluation sheets • Work diary maintained well by teachers
2.2.6	Student performance and learning outcomes	<ul style="list-style-type: none"> • Top ranks every year • Pass percentage to be improved

2.3. Research, Innovations and Extension

Sl. No.	Indicator	Observations
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2.3.1	Promotion of research	<ul style="list-style-type: none"> • Limited number of Ph.D.-qualified teachers • Several teachers applied for Ph.D. degree • Inadequate number of indexed publications • Facilitating teachers to apply for guideship • Teachers to pursue research and academic activities
2.3.2	Resource mobilization for research	<ul style="list-style-type: none"> • Some departments obtained grants from KSCSTE • Books and resources in library to be upgraded • ICT facilities to be augmented
2.3.3	Research facilities	<ul style="list-style-type: none"> • Collection in library to be upgraded • ICT facilities augmented slightly
2.3.4	Research publications and awards	<ul style="list-style-type: none"> • Faculty members to obtain funding from agencies • Research papers published in peer reviewed national/ international journals • Papers presented in national/ international seminars/conferences • Teachers attended national/international seminars/conferences
2.3.5	Consultancy	<ul style="list-style-type: none"> • One consultancy service launched for language-related work
2.3.6	Extension activities and institutional social responsibility	<ul style="list-style-type: none"> • More clubs established for community service • Extension activities conducted • Students and faculty members participated in flood-relief activities

2.3.7	Collaborations	<ul style="list-style-type: none"> • Formal institutional research collaborations lacking • MoUs to be signed
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2.4. Infrastructure and Learning Resources

Sl. No.	Indicators	Observations
2.4.1	Physical facilities	<ul style="list-style-type: none"> • Infrastructure facilities to be augmented • More classrooms required • Obtained RUSA funds for infrastructure augmentation • Library to be expanded. • Language lab to be reset with more computers, mikes etc • Office and Principal's room to be renovated • Learning Management System to be installed
2.4.2	Library as a learning resource	<ul style="list-style-type: none"> • Open access facility provided for staff and students • Inadequate number of books and journals
2.4.3	IT infrastructure	<ul style="list-style-type: none"> • Decision taken for expansion of Computer lab to be implemented • ICT facilities to be modernized • College website updated
2.4.4	Maintenance of campus facilities	<ul style="list-style-type: none"> • Facilities to be maintained regularly • Website upgraded • Wi-Fi facility to be upgraded

2.5. Student Support and Progression

Sl. No.	Indicators	Observations
2.5.1	Student mentoring and support	<ul style="list-style-type: none"> • Training programmes and workshops organized regularly • Placement drive conducted regularly

		<ul style="list-style-type: none"> • Scholarships and awards for deserving students. • Free noon meals provided for needy students. • Tutorial and remedial sessions to be systematized • Alumni Association to be registered
2.5.2	Student progression	<ul style="list-style-type: none"> • Underprivileged girls given special support • Ranks bagged every year • Language skills enhanced through courses and training • Departments show upward trend in terms of student performance
2.5.3	Student participation and activities	<ul style="list-style-type: none"> • Programmes conducted regularly • Clubs and Associations active • Student registers to be maintained • Guest register maintained

2.6. Governance, Leadership and Management

Sl. No.	Indicators	Observations
2.6.1	Institutional vision and leadership	<ul style="list-style-type: none"> • Decentralization of leadership in place • Internal coordination stronger • Charge allotments done systematically
2.6.2	Strategy development and deployment	<ul style="list-style-type: none"> • Adequate representation for teachers and students in all bodies • IQAC plans for upcoming years being prepared
2.6.3	Faculty empowerment strategies	<ul style="list-style-type: none"> • Self-appraisal forms created and distributed • Teachers given leave to attend FDPs, OCs etc

		<ul style="list-style-type: none"> • Several training programmes organized
2.6.4	Financial management and resource mobilization	<ul style="list-style-type: none"> • Resources from PTA, Alumni etc. to be enhanced • Regular audits conducted • RUSA funds obtained to be utilized optimally
2.6.5	Internal quality assurance system	<ul style="list-style-type: none"> • IQAC functioning efficiently • Concerted efforts of all required. • All programmes to be conducted under IQAC supervision

2.7. Innovational Values and Best Practices

Sl. No	Indicators	Observations
2.7.1	Environmental consciousness	<ul style="list-style-type: none"> • Improved green cover • More plants grown • Plan to set up botanical garden • Green audits conducted by students • Energy audits conducted by students • Course in Renewable Energy Technology launched • Eco-friendly practices to be continued
2.7.2	Innovations	<ul style="list-style-type: none"> • Innovation Councils to be established • Start-ups to be encouraged • Incubation centre to be established
2.7.3	Best Practices	<ul style="list-style-type: none"> • <i>Snehasparsham</i> programme functioning well • People in need within the institution provided support • Appreciable involvement in flood-relief activities

SECTION III: OVERALL ANALYSIS

3.1	Institutional Strengths	<ul style="list-style-type: none">• Consistent top ranks achieved by students in various academic examinations.• Dedicated and motivated faculty members.• A nurturing and supportive learning environment• Strong focus on personal development and empowerment of women in the rural community.• Active involvement in co-curricular and extracurricular activities, promoting holistic growth.• Emphasis on skill development and vocational training• Engagement in community outreach programmes
3.2	Institutional Weaknesses	<ul style="list-style-type: none">• . Inadequate ICT infrastructure and technology resources• Absence of required facilities in the language lab• Low student employment rates, indicating a need for better career guidance and placement support for students.• Low student retention owing to early marriages
3.3	Institutional Opportunities	<ul style="list-style-type: none">• Increasing demand for women's education and empowerment, creating a potential for higher enrolment rates.• Collaboration opportunities with industries and local businesses for internships, practical training, and employment prospects.

		<ul style="list-style-type: none"> • Scope for introducing new and innovative courses • Potential to promote cultural and social activities that foster community engagement • Opportunities to establish alumni networks
3.4	Institutional Challenges	<ul style="list-style-type: none"> • Difficulties in appointing permanent staff. • Limited infrastructure and facilities • Financial constraints and limited funding, restricting the implementation of new initiatives and programs. • Difficulty in establishing strong industry linkages and placement opportunities

SECTION IV

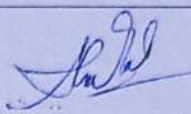
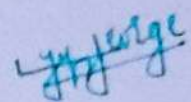
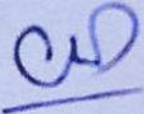
RECOMMENDATIONS FOR QUALITY ENHANCEMENT

- **Enhancing Accessibility Through Scholarships and Financial Aid:** The college aims to increase accessibility to higher education for economically disadvantaged students by offering scholarships and financial aid. By providing financial support, the college ensures that talented individuals from weaker sections have the opportunity to pursue their academic dreams.
- **Empowering Faculty through Development Programmes:** The college prioritizes faculty development to elevate teaching quality, research capabilities, and student engagement. Faculty members are encouraged to participate in workshops, seminars, and conferences to stay abreast of the latest advancements in their fields. Moreover, they are motivated to pursue Ph.D. degrees and apply for guideship, fostering a culture of expertise and mentorship.
- **Cultivating a Research and Innovation Culture:** The college fosters a research-oriented environment by encouraging both faculty and students to undertake research projects. Collaborative initiatives with other institutions are established to create a vibrant research ecosystem, nurturing innovation and academic exploration.
- **Upgrading Infrastructure for Enhanced Learning:** To enrich the learning experience, the college invests in modernizing its infrastructure. Upgrades encompass

classrooms, laboratories, library facilities, and the establishment of a state-of-the-art language lab. Access to contemporary technology and learning resources is ensured, supporting comprehensive education.

- **Bridging Academia and Industry:** The college forges valuable partnerships with industries and businesses, facilitating internships, practical training, and job placements for students. These collaborations bridge the gap between academics and real-world experiences, enhancing students' employability and industry-readiness.
- **Empowering Students through Skill Development and Entrepreneurship:** The curriculum incorporates skill development programmes and entrepreneurship training to equip students with practical abilities for the job market or to pursue entrepreneurial ventures. The college maximizes the potential of B.Voc. courses, promoting specialized skill acquisition.
- **Strengthening Alumni Relations and Networking:** The college nurtures strong alumni relations, forming a robust network of successful graduates. This network serves as a valuable resource for supporting and mentoring current students, providing career guidance, and fostering an enduring connection with the college.
- **Promoting Holistic Growth through Extracurricular Activities:** Emphasizing the importance of holistic development, the college promotes a diverse range of extracurricular activities encompassing sports, arts, and cultural events. These activities enrich students' experiences and contribute to their overall personal growth.
- **Continuous Evaluation and Responsive Feedback Mechanism:** The college establishes a systematic evaluation process and feedback system involving students, faculty, and staff. This ongoing assessment helps identify areas for improvement and ensures the institution remains adaptable to the evolving needs of its stakeholders. The Institutional Quality Assurance Cell (IQAC) is dedicated to monitoring feedback and initiating appropriate actions to enhance the college's overall performance.

As we move forward, the Institutional Quality Assurance Cell (IQAC) assumes a critical role in shaping the future of our institution and ensuring its sustained growth and development. The IQAC's responsibilities extend beyond the evaluation and analysis presented in this report. It must now actively take charge of implementing the recommendations put forth, leveraging the identified opportunities, and addressing the challenges with determination and creativity. As we entrust the future responsibilities to the IQAC, we acknowledge its crucial role in steering our institution towards greater heights. Through strategic planning, effective implementation, and a collective vision, the institution will remain a beacon of knowledge, empowerment, and societal impact in the years to come.

	Name	Signature with Date
1	Dr. M. O. Koshy	
2	Dr. Alex Mathew	
3	Dr. Gigi George	 Principal-in-charge Mar Thoma Collage For Women Perumbavoor - 683 542 24/09/2019
4	Dr. Anupama P	 24/09/2019

