

**AUDIT REPORT 2021-22**  
**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;"><b>Current Academic Status</b></p> Departments No. of Faculty Members No. of Office Staff No. of Students:	UG-11, PG-2 51 15 847
1.4	Three major features in the institutional context	<p><b>1. Women-Centered Education:</b></p> <p>One major feature of Mar Thoma College for Women, being a women's college, is its exclusive focus on providing education to female students. Women-centered education aims to create a supportive and empowering environment, allowing students to develop their potential and pursue academic and professional goals without gender-based barriers.</p> <p><b>2. Safe and Inclusive Environment:</b> The College is committed to providing a safe and</p>

		<p>inclusive campus environment. This includes implementing policies and practices to prevent harassment and discrimination, ensuring that female students feel secure and respected in their educational journey.</p> <p>3. <b>Academic Excellence:</b> The college prioritizes academic excellence by offering high-quality teaching, research opportunities, and a conducive learning environment. Students bag ranks every year.</p>
1.5	Composition of Audit Team	<p>Dr. Sony Kuriakose, Asst. Prof., Nirmala College, Muvattupuzha</p> <p>Mr. Nikhil N. K., Asst. Prof., Rajagiri College of Social Sciences, Kalamassery</p> <p>Dr. Sujo Mary Varghese, Principal in Charge, Mar Thoma College for Women, Perumbavoor</p> <p>Dr. Anupama P., Coordinator, IQAC</p> <p>Dr. Minu Susan Koshy, Secretary, IQAC</p>

## 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"><li>• Follows curriculum of affiliating university</li><li>• Affiliation document from the University required for each programme</li></ul>
2.1.2.	Academic flexibility	<ul style="list-style-type: none"><li>• Value education classes conducted</li><li>• Mentoring and tutorial sessions conducted</li><li>• Programmes to be made distinct to attract students</li></ul>
2.1.3.	Curriculum enrichment	<ul style="list-style-type: none"><li>• Follows curriculum of affiliating university</li><li>• Offers certificate courses</li><li>• Increase number of certificate programmes</li><li>• More internships and field visits required</li></ul>
2.1.4.	Feedback system	<ul style="list-style-type: none"><li>• Feedback system to be strengthened</li><li>• Regular collection of student feedback done</li><li>• Semester-wise feedback, exit</li></ul>

		feedback and stakeholders’ feedback taken by Departments
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## 2.2. Teaching Learning and Evaluation

Sl. No.	Indicator	Observations
2.2.1	Student enrolment and profile	<ul style="list-style-type: none"> <li>• Admissions facilitated through UG-CAP portal</li> <li>• Concessions given for financially weak students</li> <li>• Students with high marks enrolled</li> </ul>
2.2.2	Catering to student diversity	<ul style="list-style-type: none"> <li>• Remedial Coaching, Mentoring and Tutorial systems to be strengthened</li> <li>• Mentoring forms to follow proper format with sections on ‘Issues Raised’, ‘Issues Solved’ and ‘Result’</li> </ul>
2.2.3	Teaching-Learning process	<ul style="list-style-type: none"> <li>• POs and PSOs displayed on noticeboard</li> <li>• Teacher’s Diaries updated</li> <li>• More fieldworks and projects required</li> </ul>
2.2.4	Teacher quality	<ul style="list-style-type: none"> <li>• Training programmes to be organized for teachers, especially for use of e-resources</li> <li>• Teachers to attend workshops on accreditation</li> <li>• Permanent faculty members appointed</li> </ul>
2.2.5	Evaluation process and reforms	<ul style="list-style-type: none"> <li>• Grades determined through internal and external evaluation.</li> <li>• Plan of action for continuous internal assessment to be submitted</li> </ul>

		<ul style="list-style-type: none"> <li>• Mock SSS to be conducted</li> </ul>
2.2.6	Student performance and learning outcomes	<ul style="list-style-type: none"> <li>• Top ranks every year</li> <li>• Pass percentage to be improved</li> </ul>

### **2.3. Research, Innovations and Extension**

<b>Sl. No.</b>	<b>Indicator</b>	<b>Observations</b>
2.3.1	Promotion of research	<ul style="list-style-type: none"> <li>• All teachers to possess NET/Ph.D</li> <li>• Several teachers registered for Ph. D</li> <li>• Inadequate number of indexed publications</li> <li>• Book publications to be increased</li> </ul>
2.3.2	Resource mobilization for research	<ul style="list-style-type: none"> <li>• ICT facilities to be augmented</li> <li>• Grants obtained from agencies</li> <li>• Resource mobilization centre required</li> <li>• Books and journals required</li> </ul>
2.3.3	Research facilities	<ul style="list-style-type: none"> <li>• Research facilities lacking</li> <li>• ICT facilities to be improved</li> <li>• Research funds to be distributed</li> </ul>
2.3.4	Research publications and awards	<ul style="list-style-type: none"> <li>• Research papers published in peer reviewed national/ international journals</li> <li>• Papers presented in national/ international seminars/conferences</li> <li>• Research output has to be improved</li> </ul>
2.3.5	Innovation	<ul style="list-style-type: none"> <li>• IIC, IEDC &amp; ED clubs function effectively</li> <li>• Students participated in YIP and got selected in State level</li> </ul>

2.3.6	Extension activities and institutional social responsibility	<ul style="list-style-type: none"> <li>• Strong extension activities</li> <li>• Extension Wing to be established</li> <li>• More programmes to be open to students from outside the college</li> </ul>
2.3.7	Collaborations	<ul style="list-style-type: none"> <li>• Ensure functionality of MoUs</li> <li>• Formal institutional research collaborations lacking</li> <li>• MoUs to be signed</li> <li>• Existing linkages and MoUs to be formalized and executed/renewed</li> </ul>

## 2.4. Infrastructure and Learning Resources

Sl. No.	Indicators	Observations
2.4.1	Physical facilities	<ul style="list-style-type: none"> <li>• Infrastructure facilities to be augmented</li> <li>• Innovation Council Room to be set up</li> <li>• Research Mobilization Centre required</li> <li>• Digital library required</li> <li>• Roads, paths to be repaired</li> <li>• Disabled friendly tactile paths to be set up.</li> <li>• Incubation centre to be launched with adequate space and facilities</li> <li>• Language Lab being set up with MLA funds</li> <li>• ERP to be used extensively</li> </ul>
2.4.2	Library as a learning resource	<ul style="list-style-type: none"> <li>• RFID and DELNET required in library</li> <li>• All books in curriculum to be made available in library</li> <li>• Open access facility provided for staff and students</li> </ul>

2.4.3	IT infrastructure	<ul style="list-style-type: none"> <li>• ICT facilities to be modernized</li> <li>• College website updated</li> <li>• Wi-Fi functioning to be made faster</li> </ul>
2.4.4	Maintenance of campus facilities	<ul style="list-style-type: none"> <li>• Facilities to be maintained regularly</li> <li>• Repairs to be done promptly</li> <li>• Management to provide funds for infrastructure augmentation and maintenance</li> </ul>

## 2.5. Student Support and Progression

Sl. No.	Indicators	Observations
2.5.1	Student mentoring and support	<ul style="list-style-type: none"> <li>• Training programmes and workshops organized</li> <li>• Documents to be filed</li> <li>• Placement Cell to be energized</li> <li>• Scholarships and awards for deserving students.</li> <li>• Tutorial and remedial sessions conducted</li> </ul>
2.5.2	Student progression	<ul style="list-style-type: none"> <li>• Underprivileged girls given special support</li> <li>• Ranks bagged every year</li> <li>• Low number of students progressing to higher education/jobs</li> <li>• Drop-out rates to be reduced</li> </ul>
2.5.3	Student participation and activities	<ul style="list-style-type: none"> <li>• Programmes conducted regularly</li> <li>• Clubs and Associations active</li> <li>• Registers to be maintained</li> </ul>

## 2.6. Governance, Leadership and Management

Sl. No.	Indicators	Observations
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2.6.1	Institutional vision and leadership	<ul style="list-style-type: none"> <li>• Decentralization of leadership in place</li> <li>• Involvement of all stakeholders required</li> </ul>
2.6.2	Strategy development and deployment	<ul style="list-style-type: none"> <li>• ERP to be utilized</li> <li>• Signatures to be appended to all documents</li> <li>• Documentation to be digitized</li> </ul>
2.6.3	Faculty empowerment strategies	<ul style="list-style-type: none"> <li>• Teachers encouraged to participate in FDPs, seminars and workshops online</li> <li>• Teachers to collect exit feedback – take measures to correct shortcomings</li> </ul>
2.6.4	Financial management and resource mobilization	<ul style="list-style-type: none"> <li>• RUSA funds utilized</li> <li>• Funds required for repairing/installing smart boards, computers, projectors, etc.</li> </ul>
2.6.5	Internal quality assurance system	<ul style="list-style-type: none"> <li>• IQAC functioning efficiently</li> <li>• Coordinates all programmes.</li> <li>• Making preparations for submission of IIQA and SSR.</li> </ul>

## 2.7. Institutional Values and Best Practices

Sl. No	Indicators	Observations
2.7.1	Environmental consciousness	<ul style="list-style-type: none"> <li>• Green audits conducted by students</li> <li>• Energy audits conducted by students</li> <li>• Colour-coded waste baskets available</li> <li>• Solar panels available</li> </ul>



		<ul style="list-style-type: none"> <li>• Green Campus initiative has been successful</li> </ul>
2.7.2	Innovations	<ul style="list-style-type: none"> <li>• Innovation Council functioning effectively</li> <li>• Students to attend more programmes and training sessions</li> <li>• Innovation ambassadors to enable start-ups</li> <li>• Incubation centre to be established</li> </ul>
2.7.3	Best Practices	<ul style="list-style-type: none"> <li>• Institutional Best Practises <i>MarThoman Care</i> and <i>Janani</i> to be further strengthened.</li> <li>• Best practices of departments to align with best practices of college</li> <li>• Best practices should be continuing activities</li> </ul>

### **SECTION III: OVERALL ANALYSIS**

3.1	Institutional Strengths	<ol style="list-style-type: none"> <li>1. Good number of Certificate courses</li> <li>2. Well-qualified faculty members</li> <li>3. Top ranks bagged every year</li> <li>4. Support given to underprivileged students</li> <li>5. Good number of cells and clubs</li> <li>6. Strong extension activities through NSS, NCC etc.</li> <li>7. IIC functions effectively.</li> <li>8. Good number of Awards and Medals in Sports</li> <li>9. Involved in community development and social initiatives, making a positive impact beyond campus boundaries.</li> <li>10. Good number of career programmes</li> </ol>
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3.2	Institutional Weaknesses	<ul style="list-style-type: none"> <li>• Lack of resources for ICT development</li> <li>• Low student progression owing to early marriages</li> </ul>
3.3	Institutional Opportunities	<ul style="list-style-type: none"> <li>• Potential to establish community service wings</li> <li>• Increased possibility of organizing seminars, workshops etc online</li> <li>• Possibility of collaborating with institutions in the vicinity</li> <li>• Expert vocational training through mainstream courses and certificate courses</li> </ul>
3.4	Institutional Challenges	<ul style="list-style-type: none"> <li>• Difficulties in appointing permanent staff.</li> <li>• Lack of adequate infrastructure</li> <li>• High drop out rates due to early marriages</li> <li>• Lack of autonomy in creating syllabus, designing courses etc</li> </ul>

## **SECTION IV**

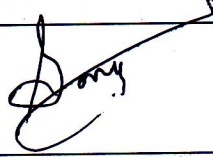
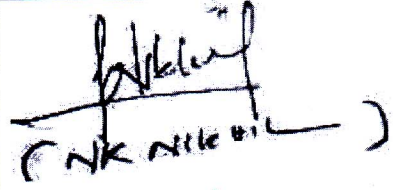
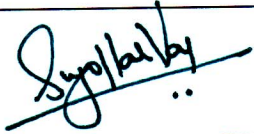

### **RECOMMENDATIONS FOR QUALITY**

#### **ENHANCEMENT**

1. Implement student support programmes to counsel and guide students. Address the issue of early marriages by creating awareness campaigns about the benefits of continuing education and supporting girls' aspirations.

2. Despite limited resources, prioritize infrastructure development by focusing on essential facilities such as well-equipped classrooms, libraries, and laboratories. Seek funding from government schemes, NGOs, and philanthropic organizations.
3. Introduce skill development and vocational training programs that align with local market demands.
4. NAAC Accreditation Preparation to be done systematically. Work closely with the Internal Quality Assurance Cell (IQAC) to prepare thoroughly for the NAAC accreditation process. IIQA and SSR to be submitted on time.
5. Foster extension activities – Files to be maintained
6. Explore partnerships and collaborations with reputed institutions, both regionally and nationally. These collaborations can facilitate faculty and student exchange programmes, joint research projects, and access to additional resources.
7. Embrace technology to supplement the limited infrastructure. Utilize online resources, digital learning platforms, and virtual classrooms to enhance the educational experience for students.
8. Encourage faculty and students to engage in research and innovation activities.
9. Continue scholarship programs and financial aid initiatives to support deserving and financially disadvantaged students. This will encourage students to pursue higher education and reduce dropouts due to financial constraints

The IQAC stands as a steadfast pillar of institutional progress, guiding the college towards its pursuit of excellence and sustained quality in higher education. Through its unwavering commitment and strategic planning, the IQAC has successfully nurtured a culture of academic integrity, student-centricity, and community engagement. IQAC's vision of empowering women with education and opportunities has translated into tangible achievements that reflect the dedication and passion of the entire college community. As the college approaches the imminent NAAC accreditation, IQAC's diligent preparation and rigorous self-assessment processes would help showcase the strengths and achievements of the institution and also bridge the loopholes identified.

	Name	Signature with Date
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2	Nikhil N.K., Asst.Prof., Rajagiri College of Social Sciences, Kalamassery	
3	Dr.Sujo Mary Varghese, Principal, Mar Thoma College for Women, Perumbavoor	
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