

Action Taken Report 2017-18

The IQAC, in accordance with the Plan of Action chalked out at the beginning of the academic year 2017-18, initiated a number of activities and new programmes in the college, while simultaneously orienting the successful conduct of existing clubs, cells and activities. The academic year was a productive one for the IQAC in terms of its functioning and the implementation of decisions taken during regular meetings. The Action Taken Report outlines the initiatives of the college and the work executed in order to attain the intended goals.

INITIATIVE 1: Prepare for NAAC Visit

OUTCOME: The IQAC coordinated the preparations for the NAAC visit in 2017. Presentations by the IQAC Coordinator, the Principal and HODs were prepared. The programme schedule was prepared in acute detail. Accommodation and other facilities were arranged for the NAAC Peer Team. All necessary arrangements were made in the institution. The NAAC Peer Team visited the College on September 2017. The IQAC was successful in coordinating the visit and facilitating the process of grading by providing adequate input. The College was awarded B+ grade by NAAC.

INITIATIVE 2: Reconstitute the IQAC

OUTCOME: The IQAC was reconstituted for the upcoming accreditation cycle with eminent personalities in various fields included. Inputs from external members are incorporated while taking decisions pertaining to the functioning of the IQAC. The report of the NAAC Peer Team was discussed in detail and measures taken to improve grades.

INITIATIVE 3: Prepare to Submit AQAR

OUTCOME: The IQAC Coordinator and Secretary undertook the responsibility of preparing the AQAR. The criteria conveners were instructed to collect the data and compile them as per NAAC guidelines. Expert opinion was sought with regard to the formulation of plans for the successful functioning of the IQAC. Discussions on the criteria were held during IQAC meetings and doubts were clarified.

INITIATIVE 4: Conduct of Mock Visits

OUTCOME: As decided by the IQAC, a team under the leadership of Dr.Jacob George, Former Principal, Christian College, Chengannur, and Dr.Raju George, NAAC assessor, visited the College. They provided orientation on how to prepare for the next cycle of accreditation and offered suggestions for improvement. They pointed out several drawbacks of the institution, such as paucity of permanent teachers and lack of facilities in the library and language lab. Measures were taken to resolve the issues.

INITIATIVE 5: Rectification of Issues Highlighted by NAAC Team and Mock Visit Team

OUTCOME: Concrete measures were taken to rectify the issues that the NAAC Team and the members of the mock team pointed out. Notifications for appointment of permanent staff were issued. 8 permanent Assistant Professors and 1 UGC Librarian were appointed. Measures were taken to appoint non-teaching staff the next year. It was also decided to utilize grants from the government for expansion of the library and language laboratory. Applications for the same were sent.

INITIATIVE 6: Applying for Government Grants – RUSA Fund

OUTCOME: The College applied for grants from the government in order to augment the infrastructure and other facilities. An application and DPR was sent for the Prime Minister's

Challenge Level RUSA Funds. A grant of Rs. 2 Crore was sanctioned and it was utilized for the purpose of expanding the library and language lab to bridge the lacunae highlighted by the NAAC Peer Team. The amount was utilized for the overall augmentation of infrastructure facilities.

INITIATIVE 7: Launch of Marthoma College New Initiatives Programme (MCNIP)

OUTCOME: The Marthoma College New Initiatives Programme (MCNIP) was launched with all departments, clubs and cells contributing proactively to its success. Under MCNIP, various certificate and diploma courses were offered by departments. Other programmes were also planned for the next academic year.

INITIATIVE 8: Conduct of Student Support Initiatives with State-Support

OUTCOME: The year witnessed the active participation of students and teachers in government schemes aimed at creating and enhancing skills in students and at preparing them for the job market. The Additional Skills Acquisition Programme (ASAP), Student Support Programme (SSP) and Walk With a Scholar (WWS) were conducted successfully in association with the state government.

INITIATIVE 9: Enhance opportunities and support for marginalized sections

OUTCOME: Financial support was provided to students from SC,ST,OBC communities. Students from financially backward families were given reduction in fees. Classes on soft skills and communication skills were held for underprivileged students under the auspices of ASAP. The noon-meal scheme for students from needy families was implemented and strengthened. Financial support was provided for students' families during hospitalization and other medical exigencies. Mentoring and counselling sessions were organized for students who require special assistance. The College made provision for scribes for differently-abled students. Scholarships were provided for students from backward communities.

INITIATIVE 10: Ensure continued academic progress of teachers


OUTCOME: Faculty members participated in Orientation Programmes and Refresher Courses conducted by the UGC-HRDC and also in FDPs and short-term programmes conducted by institutions of repute. They were encouraged to participate in national and international seminars and conferences and publish papers in journals of repute. The teachers chaired pass-board meetings in autonomous colleges and participated in syllabus-design and revision at the university and in autonomous colleges. They also served as member of the Board of Studies of various subjects in the university and in autonomous colleges.

INITIATIVE 11: Provide guidance for holistic development of students


OUTCOME: New cells and clubs such as Reel Life: The Film Club, Brains Trust etc were established. Student participation in sports items at the state level was encouraged and they bagged prizes in various events. Service of counsellors and mentors was made available.

INITIATIVE 12: Promote national integration and loyalty to the country

OUTCOME: The College conducted Flag-hoisting ceremony on Independence Day and Republic Day and celebrated Gandhi Jayanti and other days of national importance. Competitions and programmes focusing on secularism, national integration and empowerment of the marginalized were held. Activities of the NCC and NSS were expanded. The College participated actively in all schemes of the Govt. of India for colleges, such as NSS and NCC.


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