



SELF STUDY REPORT

FOR

4th CYCLE OF ACCREDITATION

MAR THOMA COLLEGE FOR WOMEN

MAR THOMA COLLEGE FOR WOMEN PERUMBAVOOR ERNAKULAM 683542
683542
marthomacollege.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

August 2023

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Mar Thoma College for Women, Perumbavoor, Ernakulam, established in 1982 is the only women's college of the Mar Thoma Church, managed by the **Mar Thoma Evangelistic Association**, Tiruvalla. Since its establishment, the College has been pioneering in the field of higher education to women, empowering students from diverse backgrounds, promoting inclusivity. The college has played a vital role in the region's growth and development by nurturing generations of progressive thinkers and leaders. Affiliated with **Mahatma Gandhi University, Kottayam, and recognized by the University Grants Commission (UGC)**, it offers a diverse range of academic programmes.

Starting as a junior college, Mar Thoma College for Women has expanded its curriculum to include **ten undergraduate programmes, two postgraduate programmes and one new generation Integrated programme**. The securing of **top ranks** in the university examinations annually is the best representation of the academic excellence of the college.

The **National Assessment and Accreditation Council (NAAC)** has accredited the college at the B+ level in the third cycle of accreditation, recognizing its commitment to quality education. The college has membership in **Unnat Bharath Abhiyan (UBA), Institution's Innovation Council (IIC) and Ek Bharath Shreshtha Bharat (EBSB)** programme. Additionally, the college has been rated with **3.5 star in IIC rankings** and also as **Band Performer in ARIIA rankings**. The college participates regularly in **NIRF**. The college has received funds from **RUSA, UGC, DST, KSCSTE** and other government and non-government agencies for its academic, infrastructural and research developments.

The College serves as **Local Chapter of SWAYAM-NPTEL** (National Programme on Technology Enhanced Learning) and as **facilitator for courses offered through Coursera**. The college offers **certificate courses and vocational training programs** to enhance students' skills, employability chances and financial independence. Through its comprehensive academic offerings and holistic development approach, the college aims to shape confident, responsible, and socially conscious individuals.

Mar Thoma College for Women has proven to be a **beacon of higher education, empowering women from diverse backgrounds**. With its potential for growth and dedication to excellence, the college is poised to become a leading higher educational institution in Kerala, continuing to make a positive impact on society.

Vision

- To enlighten and empower women in rural and suburban society and enable them to act as agents of social transformation and acquire knowledge of self and surroundings and to make the world a better place.

Mission

- To stimulate the most conducive ambience for the promotion of quality in teaching and learning.

- To empower women students hailing from rural background to face the challenges of life with dignity, honour and self-respect and to inculcate self-esteem in them.
- To become a centre of excellence providing value-based education aimed at the integrated development of individuals into responsible citizens with social commitment and dedication in the community.
- To mould a team of students with the required knowledge, skills and attitude along with global competency, capable of working towards the transformation of the society.
- To create awareness to live in harmony with the natural environment, to preserve it and to act as agents of peace, goodwill, natural integration and solidarity to make the world a better place.
- To enable students to communicate effectively and to empower them to face the issues and challenges with poise and confidence
- To groom the personality of students making them self-sufficient to reach out to the less privileged, the downtrodden and the abandoned.
- To incorporate all technological upgradation in higher education concerning teaching, learning and evaluation

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- **Women Empowerment:** Strong commitment towards women empowerment through curricular and co-curricular activities
- **Pro-Environment:** Pro-Nature approach to enable development of environmental consciousness and sensibility
- **Top University Ranks:** Students consistently securing University ranks. During the assessment period around 75 students bagged top university ranks
- **Qualified and Committed Faculty:** Highly qualified and experienced faculties with M.Phil/Ph.D/NET qualifications
- **Launch of New Programmes:** During the assessment period, 5 new programmes were launched -3 B.Voc. programmes sanctioned by UGC, Integrated M.Sc. Programme in Basic Sciences (Physics) by Government of Kerala and Diploma Course in Beauty Parlour Management by Youth Employability Skill Training Co-Operative Educational Society Ltd., Government of India.
- **Innovation Ecosystem:** The 3.5-star rating of college in IIC (Institution's Innovation Council) ranking and label as 'Band Performer' in ARIIA rankings reflect its innovative ecosystem which encourage students to think creatively, engage in research, and cultivate an entrepreneurial mindset
- **SWAYAM and NPTEL Centre:** The College serves as SWAYAM-NPTEL Local Chapter
- **Virtual Lab:** Nodal Centre of Virtual Lab, an initiative of Ministry of Education, Ministry of India.
- **RUSA fund:** Recipient of RUSA fund of RupeesTwo crores.
- **Firing Range and Obstacle Training facilities:**The only women's college in Kerala that houses the provision of Firing Range and Obstacle Training facilities for NCC cadets.
- **Innumerable achievements in Sports and Arts.**
- **Pro-active Extension activities:** Effective participation and accomplishments in social development and community engagements through extension activities under NCC, NSS, UBA, YRC
- **Consistent Student Support Mechanism:** Structured mentoring and student support system.
- **Certificate/Add on Courses:** Certificate and other courses for the holistic development of students.
- **Skill Development Programmes:** Conduct of skill training programmes to prepare the students for future prospects.
- **Effective Counselling Facility:** Focus not merely on academics and co-curricular activities but also on

mental well-being of the staff and the students with full time service of a Psychological Counsellor and Mental Health Club.

- **National Integration:** Promoting national integration through Ek Bharath Shresht Bharath programme and celebration of state/national/international days of importance.

Institutional Weakness

- Limited Autonomy in Syllabus Design (being an affiliated college)
- Delayed Examination and Result Declaration.
- Limited PG Departments.
- Impact of early marriages among socially weaker sections of students who are the majority among the students in the institution.
- Limited international collaborations

Institutional Opportunity

- **Becoming a Premier Autonomous Women's College in Kerala:** With its existing strengths and commitment to women's education, the college has the potential to establish itself as one of the best women's colleges in the state, attracting students from across Kerala and beyond. The College also aims at becoming an autonomous institution in the immediate future.
- **Sustainable and Environment-Friendly Practices:** The college can take a proactive approach towards sustainability by implementing eco-friendly practices, reducing carbon footprint, and promoting environmental awareness among students and the local community.
- **Energy Conservation Initiatives:** Exploring energy-saving measures and renewable energy sources can not only contribute to cost savings but also demonstrate the college's commitment to environmental stewardship.
- **Strong Innovation Culture:** The Institution's Innovation Council (IIC), the Innovation and Entrepreneurship Development Cell (IEDC) and Entrepreneurship Development Club provide a fertile ground for nurturing innovation and promoting entrepreneurial spirit among students. Capitalizing on this culture can lead to the development of groundbreaking solutions and startups.
- **Vocational Training and Skill Enhancement Programmes:** Expanding the B.Vocprogrammes and certificate courses on skill enhancement can offer specialized skill development opportunities, catering to the diverse interests and demands of students and industries.
- **Infrastructure Expansion:** The availability of land presents an excellent opportunity for the college to expand its infrastructure, introducing new facilities and departments to accommodate the growing student population and emerging academic disciplines.
- **Achievements in Sports:** Building on the college's achievements at the state level, investing in sports infrastructure, and providing specialized training can lead to more accolades and recognition at national and international sports events.
- **International Collaborations:** Establishing collaborations with reputed international institutions can provide opportunities for faculty and student exchange programmes, joint research projects, and exposure to global perspectives.
- **Multidisciplinary Approach:** Leveraging the diverse backgrounds and interests of students and faculty, the college can promote a multidisciplinary approach to education, fostering creativity and critical thinking.
- **Digital Learning Initiatives:** Embracing digital learning technologies and online education can

enhance accessibility to a wider audience, thereby adapting to the changing landscape of education.

- **Community Outreach Programmes:** Strengthening community engagement and service-oriented outreach activities can create meaningful connections with the local population, promoting social impact.

Institutional Challenge

- **Course Approval and Affiliation:** Obtaining approval and affiliation for new programmes can be a complex and time-consuming process, which might delay the introduction of innovative and relevant academic programmes.
- **Faculty Recruitment and Retention:** Filling vacant posts with permanent faculty can be challenging, especially in specialized and niche subjects. Attracting and retaining qualified faculty members is crucial for maintaining academic standards and the process of recruitment is difficult in the current situation.
- **Research Mobilization Funds:** The availability of research funds can be limited, hindering the pursuit of research activities and innovative projects. Securing grants and external funding for research becomes essential to promote scholarly endeavors.
- **Inclusivity and Progression of Underprivileged Students:** Ensuring the progression of students from underprivileged backgrounds requires targeted support and scholarships. The college needs to create an inclusive environment and provide opportunities to bridge the academic gaps.
- **Disparity in Digital Resources:** Students from different socio-economic backgrounds might face disparities in accessing digital resources. Ensuring equitable access to technology and digital learning platforms is crucial for fostering an inclusive learning environment.
- **Adapting to Technological Advancements:** Staying up-to-date with rapid technological advancements in education can be a challenge. Investing in professional development for faculty and upgrading infrastructure is necessary to keep pace with the digital era.
- **Competition in Higher Education:** The higher education landscape is competitive, with several institutions vying for students and resources. Differentiating the college and promoting its unique strengths become critical for attracting students and stakeholders.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college is an affiliated institution under M.G. University, Kottayam and follows the curriculum offered by the university. IQAC monitors **curriculum delivery planning and implementation** through a well-structured mechanism that incorporates Annual Academic Plan, Department Action Plans, University Academic Calendar, Open House, Learning Management system- Moodle, online platforms such as Google Meet, Google classroom, Whataspp, YouTube, Programme Outcomes, Programme Specific Outcomes and Course outcomes are well-framed and stated. Continuous internal assessment, which involves two internal exams, test papers, case studies, discussions, and debates, is held regularly.

During the assessment period 2017-2022:

- **1092** students successfully completed 38 **certificate/value-added courses/MOOCs**.
- **Three** B. Voc. Programmes and one Integrated P.G. programme was introduced.

- **Multidisciplinary approach** was adopted through open courses integrated into the curriculum.
- College got registered as **SWAYAM-NPTEL** Local Chapter and facilitator of courses via **Coursera**.
- In addition to the specific courses in the curriculum, institution integrates **cross cutting issues** such as professional ethics, gender, human values and environment and sustainability through various activities such as seminars, public awareness campaigns, workshops, training programmes, on-the-job training, projects and additional courses. The activities are supplemented by NSS, NCC, YRC, Lahiri Vimukti Club, EBSB, UBA, etc.
- Walk With a Scholar, Scholar Support Programme, Additional Skill Acquisition Programme cater to life skills, communication skills, employability skills and soft skills
- **Career and Placement Cell** offers training, placement drives, and collaborations with industry, that promote employment chances for students.
- **Organic Farming** was incorporated as a compulsory course in the U.G. curriculum.
- Projects, internships, industrial visits, and educational tours were conducted.
- **Research aptitude** is cultivated among students which enable them to do paper presentations and successfully participate in innovation contests
- **Feedback** is taken from stakeholders which is then analysed, and remedial measures are taken.

Teaching-learning and Evaluation

The institution has been striving towards the empowerment of rural women by providing them an inclusive learning space for four decades.

- **Admission** to the various programmes offered by the institution is completed following the guidelines set by Mahatma Gandhi University, strictly adhering to the Kerala State Gazette notification on reservation of seats. The Admission Committee ensures fairness and transparency in the admission process and aids students when needed.
- **Academic and Examination Calendars** are made available to all stakeholders digitally and in print.
- All sanctioned posts are filled with **qualified and experienced faculty**, and an optimal student-teacher ratio of **1:17** is maintained.
- The teaching learning process is **ICT enabled**, and **student-centric** methods are promoted through the merger of the following seven modules:
 - **Samanvaya** - combining **practical** learning from outside classroom to learning the text book
 - **Prayan** - curricular enhancement through **participatory** learning
 - **Prayukti** - opening avenues for **experiential** and **exploratory** learning
 - **Nisarg** - learning from **nature**
 - **Sva** - promoting **creativity** and **innovation**
 - **Nirvana** - ensuring student **empowerment**
 - **Sakhi** - providing personal, emotional and professional **support**
- The College is a registered **SWAYAM-NPTEL** Local Chapter.
- **Transparency in Evaluation System** is ensured through proper communication of assessment guidelines and grading criteria for each course. An **Internal Evaluation Committee**, headed by the Principal and comprising of two Internal Examination Coordinators selected from faculty, monitors the conduct of internal examinations. Measures are taken to ensure that students receive timely and constructive **feedback** on their performance in assignments, tests, etc. **Results** are published systematically allowing students to access their scores. **Grievances** regarding internal and external

assessment are properly addressed through a decentralised mechanism. The **Grievance Redressal Committee** ensures that information on how to file a complaint is easily accessible to all. Grievances received are resolved in a timely manner, providing regular updates on the status of the complaints to those concerned.

- Students are made aware of Programme Outcomes and Course Outcomes at the commencement of each course. **Internal assessment** is done based on the principles of OBE, and achievement of outcomes are mapped.

Research, Innovations and Extension

- The college has received a research grant of **Rs. 7.335 lakhs** from various funding agencies for research and facility upgrade.
- Institution has created an ecosystem favourable for innovations and has initiatives for the creation and transfer of knowledge.
- The College has undertaken crucial efforts to bring out a culture of Entrepreneurship/incubation and innovation amongst the students and staff by establishing **Institution Innovation Cell (IIC), Innovation and Entrepreneurship Development Cell (IEDC)**.
- IIC has organised various activities including expert talks and student contests to enhance research and innovation in the campus.
- IEDC functions in the college is with a vision to promote entrepreneurship through innovation among the students. The establishment of **Entrepreneurship Development (ED) Club** is one such initiative under IEDC.
- **ARIIA ranking of “Band Performer” (2020-21)** received by the college suggests the flourishing research activities and initiatives in the campus.
- Under the **Marthoma Research Foundation(MRF)**, faculty and students are encouraged to take up research activities, which is well reflected in the form of articles, books, book chapters, student projects, different magazines, and news letters.
- The College organizes and participates in various extension activities to sensitize students about various social issues and thus offer its contributions to the neighbouring community.
- Major activities organised through by the student bodies like NSS (National Service Scheme), NCC (National Cadet Corps), YRC (Youth Red Cross), ensure and facilitate community and campus learning experience.
- A total of **68 extension activities** were carried out and **18 awards/appreciations** were received by the college during the period.
- The activities organized focus mainly on old age homes, those deprived of homes, abandoned women and children, parents of school children, adolescents, and migrant workers. Alleviation of poverty and hunger, development of communication and soft skills, waste management, e-governance and environment protection etc. are the major areas of concentration.
- **27 MoUs/ linkages** were established by the college. Faculty and student exchange, internships, field trips, on-the-job training, research, and other academic activities organised as part of these indicate the collaborative learning and research environment promoted by the college.

Infrastructure and Learning Resources

The infrastructure of the college comprises of **38 classrooms**, among 12 are **ICT enabled**. **Additional facilities** include a Seminar Hall, Conference Room, Multipurpose Auditorium, 7 Departmental Laboratories, Common

Computer Lab, 3 Departmental Computer Labs, English Language Lab, Zoology Museum, and Archaeological Museum.

- A total of **Rs. 4,63,61,961.00** was spent for infrastructure augmentation, and an additional Rs. 1,06,81,175.00 was spent for maintenance of physical and academic facilities.
- The College maintains 64 computers for academic purposes, and the **student-computer ratio** stands at **13:1**.
- The entire campus is equipped with **Wi-Fi**, and all staffrooms have internet (200 mbps and 6 Wi-Fi access points) ensuring **uninterrupted internet access**.
- A **Chapel** and a **Counselling centre** are also provided for psycho-socio support.
- The **sports infrastructure** facilities include Cricket Ground, Basketball court, Softball court, Badminton court, Weight Training equipments, Table Tennis board, and Yoga Zone.
- The college is designed to be **Divyangjan friendly** with ramps, wheel chair and Digital Accessible Information System (DAISY) for the convenience of differently-abled students.
- **Firing Range and Obstacle training** facilities are provided for NCC Cadets.
- College **Canteen** and **Girls Hostel** are located within the campus.
- Adequate facilities like toilets, water coolers, a Sick Room, Security Room and parking facilities are available in the campus.
- The college maintains a **green campus** with well planted Botanical and Butterfly gardens.
- The **library** is fully **automated with LIBSOFT SV 4.2**, an Integrated Library Management System that offers a user-friendly environment for the students and staff. Campus wide access to library is provided through **Online Public Access Catalogue (OPAC)** via LAN, and remote access via **Web OPAC**. Access to e-books and e-journals is provided through **paid databases** like INFLIBNET, N-LIST and LIBSOFT Digital. The library has a total collection of 18086 books and subscribes to 27 academic journals, 34 magazines and 5 newspapers.

Student Support and Progression

The institution provides support for the holistic development of students. Student support of the college includes access to scholarships, capacity building, career guidance, grievance redressal mechanisms, participation in sports and cultural programmes, and alumni engagement.

During the assessment period (2017-2022):

- 72.17% of the students benefited from institutional and Government support systems. Various **scholarships/freeships** amounting to Rs. 1,38,84,385/- were distributed during the period. Total number of students benefitted by scholarships and freeships instituted by Government, Non Government agencies and the College is 2953.
- **119 programmes** were organized under the leadership of various departments and clubs to enhance the Soft Skills, Language and Communication skills, Computing /ICT Skills and Life Skills of the students.
- 50.5 % of outgoing students secured **placement** and/or progressed to **higher education**.
- 51.52 % of students benefited from NET/PSC/Bank **Coaching**, Civil Service/Competitive Examination **training sessions**, and **career guidance sessions**. The institution organised Tata Consultancy Services (TCS)-CSR Youth Employability Programme, TCS Summer Training Programme, and an awareness session by Sutherland Global Service (SGS) during the period. **Recruitment drives** by TCS, SGS, and various reputed companies and banks were also conducted.

- A timely **grievance redressal mechanism** works on the campus ensuring transparency. Statutory bodies such as Grievance Redressal Committee(GRC), Anti – Ragging Committee(ARC) and Internal Complaints/Anti- sexual Harassment Committee (ICC) are constituted abiding by UGC and Govt. regulations. The college also has an active SC/ST Cell and an Equal Opportunity Cell to ensure **equity and social inclusion** to the student community.
- **73** students cleared examinations like **NET/GATE/JAM/IELTS** etc. conducted by state and central agencies.
- The college promotes student participation in sports and cultural activities. Students participated in **182 cultural and sports programmes** during the period, securing **65 awards/medals** at University/State/National levels.
- The institution has a registered **alumni association** - Mar Thoma College for Women Alumni Association. The alumni of the college maintains its bond with the alma mater, contributing to the institutions academic/non- academic growth in cash and kind. The Association contributed an amount of Rs.1,18,180/- during the past five years.

Governance, Leadership and Management

The Vision and Mission of the college prioritize the **holistic growth** of young women through education. The institution follows a **decentralized approach** in the planning and execution of activities, with a **structured organogram** defining its functioning.

The **College Governing Council** and **Principal** supervise all activities of the college, **IQAC** implements the quality benchmarks, and College Council ensures equitable implementation of quality improvement measures.

The **feedback mechanism** ensures a transparent assesment of the activities implemented annually. Feedback from students, faculty, parents, and alumni are taken into consideration for implementing long term projects.

E-Governance has been implemented in administration, finance, admission, attendance, examination, lab, and library.

Welfare measures for staff include Life and Medical insurance, Medical Leave, Maternity and Paternity leave.

The management extends **financial assistance** to the needy students for academic and medical needs, and undertakes housing projects.

Faculty empowerment strategies are implemented, encouraging the faculty to participate and organize FDPs, conferences and workshops in emerging areas. An FDP (7-day) and a Refresher Course were organized in association with UGC-STRIDE under MoE during the period.

The college follows UGC Regulations for **staff appointment and Career Advancement**.

The institution conducts internal and external Academic and Adminstrative **audits** regularly. Academic and Administrative Audits, Green, Energy and Environment Audits were conducted.

The **IQAC** initiated many programmes for augmenting the quality of teaching-learning process.In addition, IQAC takes steps to collaborate with accomplished institutions.

Institutional Values and Best Practices

Mar Thoma College for Women has been moving ahead with its rich educational heritage, where tradition and legacy play a pivotal role in churning out confident, selfless and responsible young women who stand the test of time. The institution promulgates diverse cultural tapestry where perspectives, experiences and culture of diverse groups come together and work in tandem. To make the campus vibrant and inclusive to all its stakeholders, the institution has implemented several policies, programmes and initiatives under various committees, cells and departments.

- The institution plays an important role in promoting **gender parity** by providing policies, programmes & plans that allow our students to tackle gender disparities.
- Tremendous efforts were taken to celebrate the national and international days, events and festivals to spread and maintain **communal harmony** in college.
- College community is very much aware of the moral responsibility to infuse **environment consciousness** among the students and staff in the wake of global environmental crisis and climate change.
- In order to create a more sustainable and environment- friendly future, the institution takes advantage of **alternate sources of energy**, as they make us much more eco- friendly.
- Realising the urgent need to preserve the resources for future generations and resolve the issue of various types of waste, the institution educates and provides sufficient infrastructure for **waste management and water conservation**.
- The location of the college itself presents a wonderful, serene & peaceful environment in the true sense to tackle the needs of the students. One of the best practices, *Janani*, promotes **green living** by reducing or eliminating all type of pollutants.
- Another best practice, *MarThoman Care*, has been providing dedicated services to the needy, concentrating on socially backward students and staff through noon meal scheme, financial support during medical emergencies, and skill-oriented training to financially weak students free of cost.

The outcome of the above initiatives manifested in the form of commendable achievements made by our students in all walks of life, and their contributions towards nation building has been acknowledged by prominent personalities.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	MAR THOMA COLLEGE FOR WOMEN
Address	Mar Thoma College for Women Perumbavoor Ernakulam 683542
City	Perumbavoor
State	Kerala
Pin	683542
Website	marthomacollege.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Sujo Mary Varghese	0484-2522723	8086790321	-	mtcwpbr@yahoo.in
IQAC / CIQA coordinator	Anupama P	0091-9446438500	9656225487	-	anupama.a@marthomacollege.ac.in

Status of the Institution	
Institution Status	Grant-in-aid and Constituent

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	Yes Minority Certificate.pdf
If Yes, Specify minority status	
Religious	Yes
Linguistic	
Any Other	

Establishment Details				
State	University name	Document		
Kerala	Mahatma Gandhi University	View Document		
Details of UGC recognition				
Under Section	Date	View Document		
2f of UGC	25-06-1997	View Document		
12B of UGC	25-06-1997	View Document		
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	Yes
If yes, name of the agency	Institutions Innovation Council Ministry of Education Government of India
Date of recognition	09-12-2020

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Mar Thoma College for Women Perumbavoor Ernakulam 683542	Semi-urban	10	23000

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/ Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BSc,Mathematics	36	Plus Two	English	36	14
UG	BCom,Commerce	36	Plus Two	English	38	38
UG	BCom,Commerce	36	Plus Two	English	40	34
UG	BSc,Physics	36	Plus Two	English	24	4
UG	BSc,Chemistry	36	Plus Two	English	48	25
UG	BSc,Zoology	36	Plus Two	English	24	24
UG	BA,English	36	Plus Two	English	27	27
UG	BA,History	36	Plus Two	English	41	41
UG	BVoc,Fashion Technology And Merchandizing	36	Plus Two	English	50	15
UG	BVoc,Tourism And Hospitality Management	36	Plus Two	English	50	0
UG	BVoc,Renewable Energy Technology And Management	36	Plus Two	English	50	0
PG	MSc,Mathematics	24	Degree	English	13	13
PG	Integrated(PG),Physics	60	Plus Two	English	15	6
PG	MSc,Zoology	24	Degree	English	20	19

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				2				29			
Recruited	0	0	0	0	1	1	0	2	8	21	0	29
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				20			
Recruited	0	0	0	0	0	0	0	0	0	20	0	20
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				11
Recruited	6	5	0	11
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				14
Recruited	4	10	0	14
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	1	0	4	7	0	13
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	7	0	8
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	2	0	2
M.Phil.	0	0	0	0	0	0	0	3	0	3
PG	0	0	0	0	0	0	2	23	0	25
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	221	1	0	0	222
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	38	0	0	0	38
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years						
Category		Year 1	Year 2	Year 3	Year 4	
SC	Male	0	0	0	0	
	Female	29	50	28	30	
	Others	0	0	0	0	
ST	Male	0	0	0	0	
	Female	0	2	1	2	
	Others	0	0	0	0	
OBC	Male	0	0	0	0	
	Female	12	5	4	7	
	Others	0	0	0	0	
General	Male	0	0	0	0	
	Female	148	188	192	131	
	Others	0	0	0	0	
Others	Male	0	0	0	0	
	Female	71	111	128	107	
	Others	0	0	0	0	
Total		260	356	353	277	

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The College adopts a multidisciplinary approach to teaching and learning, with emphasis on integrating Humanities and Science subjects. Being affiliated to Mahatma Gandhi University, the college follows the curriculum designed by the university. Driven by an interdisciplinary outlook Open Courses are offered by each department for students from other streams. Add-on/Certificate courses on Yoga, English language skills, organic farming are offered. Students are encouraged to choose interdisciplinary areas of study such as disability studies, ecocriticism, waste studies, film studies, etc. for their projects in the 6th semester. B.Voc. programmes and the Integrated M.Sc. Programme in Basic Sciences (Physics) offered by the College have multiple entry-exit system.
2. Academic bank of credits (ABC):	The B.Voc. programmes offered have multiple exit and entry points with Diploma awarded after the first year and Advanced Diploma after the second year. Courses such as the Integrated M.Sc. Programme in Basic Science (Physics) offered have multiple entry-exit system and Academic Bank of Credits. The institution is equipped to launch ABC as soon as the affiliating university takes steps in this regard.
3. Skill development:	The College emphasizes on the overall development of students and pays special attention to skill-development so that the students fare well in their careers. Active student participation in programmes such as Additional Skill Acquisition Programme (ASAP), Scholar Support Programme (SSP) and Walk With a Scholar Programme (WWS) is ensured. The spirit of innovation and entrepreneurship is inculcated in the students through the Entrepreneurship Development Club, Institution's Innovation Council and the Innovation and Entrepreneurship Development Cell. Vocational training programmes conducted by the College include LED bulb making, soap and sanitizer manufacturing, mask making, cookery programmes, food stall management and sale of handmade items.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The College values Indian knowledge systems and ensures that students and teachers work to promote languages, arts and cultural activities indigenous to our Country. Yoga is taught regularly. The Ek Bharat Shresht Bharat Club conducts activities such as Hindi classes, art classes, etc. to promote the rich heritage of India. Students also have to learn Indian languages

	as part of their curriculum. National festivals and regional festivals are celebrated. 75 programmes were organized as part of Azaadi Ka Amrut Mahotsav on the 75th Independence Day. Indian art forms such as Madhubani painting, Ikkat work, etc are taught. The NSS and NCC work to promote Indian languages and culture.
5. Focus on Outcome based education (OBE):	The institution emphasizes on Outcome Based Education. Programme Outcomes, Programme Specific Outcomes and Course Outcomes are mapped and students are made aware of the outcomes. Attainment levels are measured and appropriate action taken. Teachers are also encouraged to attend workshops and training sessions on OBE.
6. Distance education/online education:	The College uses the LMS- Moodle to provide online education. Students enroll regularly in courses offered by NPTEL, SWAYAM and Coursera and obtain qualifications. Online teaching tools such as Screen Cast-o-Matic, G-Suite, Quizizz, Kahoot, etc. are used. Various departments offer online certificate courses and ensure student participation in blended learning format. Virtual Labs are also made available to students and teachers. During the pandemic period, students were provided financial assistance to purchase mobile phones and other equipment for online learning.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes. The Parliamentary Literacy Club, an initiative of the Institute of Parliamentary Affairs, Government of Kerala, was established in October 2018. This club which functions as the Electoral Literacy Club of the college continues to uphold parliamentary and constitutional values since 2018.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes. Coordinating faculty members and students coordinator are appointed by the college. Ms Chaithanya Elsa Achankunju, Mr. Jibin Shibu Sam and Dr. Vinod V served as the faculty coordinators during the assessment period. Ms. Maria Mini Eldhose and Ms. Varsha M Vijay were the student coordinators. The Club is representational in character with students being deeply involved in the

	functioning of the club.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	Students take an active role in the election process. They help family members with election procedures. Besides, by being active participants in the College Union elections, they gain a basic understanding of the modes of election, formalities etc.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	i. Model Parliament conducted twice on campus to participate in the Model Parliament Competition organized by the Institute of Parliamentary Affairs. ii. Essay writing competition on election-related issues conducted iii. Participation in National Youth Parliament organized by Government of Kerala. iv. Arranged a play on campus in association with Kerala Sastra Sahitya Parishad. v. Students participated in the National Students' Parliament held in February 2019 by the Kerala State Legislative Assembly. vi. Ms. Varsha M Vijay was elected as one of the Best Parliamentarians from Ernakulam district.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	More than 90% of the students above 18 years of age are registered voters. The Club provides overall awareness of voting rights, electoral procedure etc.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
847	872	830	772	771
File Description		Document		
Upload Supporting Document		View Document		
Institutional data in prescribed format		View Document		

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 51

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
51	51	49	46	45

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
80.76	236.03	185.05	115.42	180.44

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Mar Thoma College for Women, Perumbavoor, affiliated to Mahatma Gandhi University, Kottayam, Kerala, adheres to the academic calendar and curriculum offered by the university. **Combining the core values of HEIs, UN Sustainable Development goals**, the institution strives towards enhancing competencies of students, promoting national development and sustainable mode of living. The mechanism followed is as follows:

Planning of Curriculum Delivery:

- **IQAC** gives directions and then collects the **Department action plan**, which is integrated along with university calendar, **internal examination calendar**, thus preparing the **Annual Academic plan of the college**.
- The **College Council** approves the Annual Academic Plan with/without modifications. It is then published in the college website and handbook
- Departments inform the timetable, syllabi of the programmes, Programme Outcomes, Programme Specific Outcomes and Course outcomes to the students.
- Internal exam dates are prepared and published at the beginning of the academic year
- **Certificate, Value-added courses** to supplement the curriculum offered by the university.

Curriculum Implementation and Delivery:

- Course allocation to faculty members is done in the **Department Council meetings** based on the workload.
- **Course plan** is prepared based on Course outcomes by the faculty members.
- **Teachers' diaries** are maintained by faculty members to record the teaching plan and delivery of lessons. The diaries are verified by the respective Head of the Department and the Principal.
- The institution owns the **LMS-Moodle** platform and serves as the **local chapter of SWAYAM-NPTEL**
- **College library website** provides, NPTEL courses, previous years' question papers
- The institution has access to 6000 + e-journals and 31,35,000 + e-books, Shodhganga, Shodhgangotri and ShodhSindhu Database as it has registered in the **N-List Programme**.
- Use of Google Classroom, You Tube channels of teachers, YouTube videos available, Kahoot, Quizzes, Padlet further enhance the efficacy of curriculum delivery and also monitor the advancement of the students.
- In addition to the lecture method, faculty members use **ICT enabled** course materials, follow pedagogical activities such as role play, group discussions, seminars, games focused on subject

area, blending learning, jigsaw, debate, case studies, interview, etc. to deliver lessons.

- **Induction programme** for first year students and parents
- Students present and publish papers, participate in seminars, workshops, study tours, industrial visits
- **Curriculum enrichment activities** are conducted by departments clubs, forums, cells, to ensure continuous acquisition of knowledge, skills and values
- Certificate and Value-added courses are offered for students to complement the curriculum assigned
- **Workshops, seminars, visits to places** relevant to knowledge or skill enhancement are done.
- **Parent- teacher interactions** are periodically held.
- **Peer teaching, mentoring, tutorial sessions** are conducted in addition to the sessions arranged as part of ASAP, WWS, SSP programmes.

Continuous Internal Assessment:

- Conduct of **two internal exams** along with **assignment/ seminar/ project** in each semester
- **Retest** conducted for students who miss the internal exam
- Test papers, Q &A sessions, presentations, group discussions conducted for **continuous assessment**
- **Open house meetings** with parents to monitor student advancement and to take feedback
- **Exam Grievance Redressal Mechanism** to address the complaints, if any with regard to internal assessment

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 38

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Other Upload Files

1

[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 26.69

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
501	143	125	203	120

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

Mar Thoma College for Women, Perumbavoor, is a Christian **Minority Institution** committed towards endorsing principles of equity, justice, sustainability and social responsibility. In addition to following the curriculum framed by Mahatma Gandhi University, Kottayam, the Institution also organises academic and non-academic programmes to integrate cross cutting issues of professional ethics, gender, human values and environment and sustainability,. The College has identified *Mar Thoman Care* (financial aid for needy staff and students and training and workshops offered) and *Janani: Towards a Green Horizon* as its best practices which too align with the cross-cutting issues. The Institution has signed **MoUs** with several esteemed organisations and institutions including the prestigious the Energy Conservation Society and also associates with the activities of the Perumbavoor Municipality and other agencies to initiate and participate in various programmes to promote gender equity, values and skills.

Topics related to professional ethics, gender, human values and environment and sustainability are **disseminated in three ways:**

- **Courses in the prescribed curriculum and additional courses offered**
- **Academic and non-academic programmes /activities**
- **Projects**

Crosscutting Issue Addressed	No. of Courses in the Curriculum	Projects done (2021-2022)
Professional Ethics	26	19
Gender	19	17
Human Values	24	15
Environment and Sustainability	43	50

The following academic and non-academic programmes /activities related to professional ethics, gender, human values and environment and sustainability were conducted in our college during 2017 – 2022:

Environment and Sustainability

- MoUs signed with Energy Conservation Society, Kerala, and several other organisations
- Energy conservation training
- Green Audit
- Butterfly Garden
- Waste management training
- Solar Panel installation
- Certificate Courses on Energy Efficient Devices, etc.
- LED star making
- Collaboration with Municipality in eco-consciousness campaigns
- Waste segregation and disposal system
- Biogas system
- Ground water recharge facility
- Sensor based tap
- Biodiversity check

- Seminars, industrial visits, nature visits
- COVID awareness Videos
- Pipe Compost
- Vermicompost
- Paper pen distribution
- Paper bag making and distribution
- Solar Heater
- Distribution of curry leaves sapling in the neighbourhood
- Water Quality Test during post flood
- Observance of World Environment Day, World Ozone Day, Wildlife Day
- Plastic Eradication Drive
- Botanical Garden
- Campus Bird Count
- Landscaping

Human Values

- Value Education Class
- Public Awareness campaigns - AIDS, Anti-Drug Addiction, Cancer, Cyber Security, Mental Health
- Cleaning drives
- Noon meal scheme
- *Snehasparsham* Project to help the needy
- Counselling and Mentoring sessions
- Legal Literacy Sessions
- Code of Conduct and Discipline Committee
- Paddy cultivation as a social venture
- Visit to the elderly homes

Professional Ethics

- Soft skill Training
- Life skill Programmes
- Career Guidance programmes
- On the Job training

Gender

- Women's Cell
- Legal Awareness classes
- Self Defence Training
- Anti-Sexual Harassment Cell
- Student Grievance Redressal Cell
- Seminars on Women's Health
- Entrepreneurship activities to inculcate self-reliance
- Human Rights awareness class

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 39.91

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 338

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System**1.4.1**

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 76.96

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2021-22	2020-21	2019-20	2018-19	2017-18
260	356	353	277	304

2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
476	465	456	305	312

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 68.29

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2021-22	2020-21	2019-20	2018-19	2017-18
112	168	161	146	154

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
273	242	240	164	166

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 16.61

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

The College gives high priority in upgrading to the new and innovative **ICT enabled** teaching learning practices through its seven nuclei *Samanvaya, Prayan, Prayukti, Nisarg, Sva, Nirvana* and *Sakhi*.

- **Samanvaya**
 - Classroom Extended learning through *Zoological Museum and Archeological Museum, customized Moodle platform*, faculty YouTube channels, Google classrooms, Google forms, *Padlet, Thinglink, Peardeck*
 - **LIBSOFT** : Library Management Software
 - Blogs, videoconferences
 - Peer teaching, each-one teach-one
 - Day observances, contests and quizzes.
 - The College being a SWAYAM-NPTEL Local Chapter emphasizes Online Learning through MOOCs-SWAYAM/NPTEL/Coursera.

- **Prayan**: Focus on curricular enhancement through **participatory learning** via theme-based *workshops, debates, seminars, discussions, literary meet* and *budget analysis*

- **Prayukti**: Focus on **experiential** and **exploratory** learning.
 - **Product making** activities like **LED Star** making by Physics students
 - **Preparation of Hand sanitizer and Salad Making** by Chemistry
 - **Herbal bathing-bar making** by Zoology students.
 - **On-the-job-training** for History students at the Centre for Heritage Studies (**CHS Tripunithara** Indian Institute of Research in Numismatics Studies Nasik (**IIRNS**)).
 - **Industrial visits** to Koodankulam Nuclear Power Plant, Central Institute of Petrochemicals Engineering & Technology (**CIPET**), to Indian Institute of Science Education and Research, Thiruvananthapuram (**IISER, TVM**), to **CIAL**, to **ICAR- Central Marine Fisheries Research Institute (CMFRI)**, to the **Ernakulam Public Library**.
 - **Study tours and Field trips** to **Mangalvanam, Theni, ponds, Iringole sacred groove, Thattekkad, Elephant Fort**,
 - visits to *exhibitions*
 - **Stay @Campus**
 - **virtual tours**
 - **Science labs, computer labs, English Language lab** with **Orel Talksoftware, virtual labs**
 - **online contests**
- **Nisarg**: Focus on **nature-based learning and** raising environmental consciousness
 - *Vidyavanam,*
 - *Butterfly garden*
 - *Cleanliness drive,*
 - **MOOC** courses on Organic Farming and Manure Making
 - annual **energy auditing**

- *planting seed*
- **paper-pen and paper-bag making.**
- *Sva* lays emphasis on **creative learning and innovation.**
 - *Street Plays* on social issues like **Drug abuse, AIDS**
 - *Short-film making(SMOKE)*
 - *Drama* on **Hayavadhana**
 - *Trash-to-Art* initiative
 - *Exhibitions* such as **GENERA 2k20**
 - **Carnival Callista**
 - *Wall magazines* engages students in learning new facts
 - *Newsletters* and *manuscript magazines* by different departments nurture literary and creative skills
 - *Desktop publishing softwares* like Anyflip help students in content creation and *e-magazine making.*

- *Nirvana* lays thrust on activities that promote student empowerment, **problem solving** and social responsibility.
 - *Community Enrichment* Programmes such as **post-flood water analysis, Meal-plate distribution** to neighboring school, **Noon meal to Orphanage/old-age**, Sapling distribution, **Blood donation camps** and *Postal Saving scheme* for students.
 - *Student and Alumni lectures* empowers students to own the materials and contribute to their own learning experience.
 - *Oath taking and campaigns* on Environment Day, Wildlife protection, Blood donation campaign, etc.
 - *Creation of educational content and awareness videos* exhibit technological competence and media literacy skills of the students.
 - *Student projects, biodiversity surveys* and *socio-economic surveys* provide opportunities for the students to explore new arenas of knowledge and come up with solutions.
- *Sakhi*: is targeted at providing personal, emotional and career specific help. Besides the presence of a trained counsellor, career and placement drives, motivational sessions, there is also department level mental health club “*Oppam*”. An *entry level assessment* of students is conducted on entry into the programme and their progress is monitored and specific attention provided.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1**Percentage of full-time teachers against sanctioned posts during the last five years****Response:** 100**2.4.1.1 Number of sanctioned posts year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
51	51	49	46	45

File Description**Document**

Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)**2.4.2*****Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)*****Response:** 64.88**2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
32	34	32	31	28

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The **internal/external assessment** process in our college is transparent and systematic to the core, and the grievance redressal system is time bound and efficient.

Assessment Methods

As per the guidelines of the affiliating university, students go through an internal/external evaluation process that comprises of the following components:

i) Internal Assessment

- Attendance
- Assignment/Seminar/Viva
- Internal Examination

ii) External Assessment

- External Examination
- Project

Mechanism to Conduct Internal/External Examinations

- The College strictly adheres to the guidelines issued by the affiliating university towards the conduct of internal/ external examinations.
- At the College level, an **Internal Examination Committee** composed of the Principal and two faculty members selected as Exam Coordinators ensures the efficient conduct of the examinations.
- External examinations are conducted by the University at the end of each semester.
- Question Papers for internal examinations are set following the same pattern as of the external examinations conducted by the University, and are designed according to **Bloom's taxonomy** prescribed for **Outcome-based education**.
- The Principal holds a meeting of the College Council at the beginning of each Semester to ensure the effective implementation of internal examinations.
- Schedule and seating arrangement of examinations are displayed on the College notice board beforehand.

Initiatives to create awareness:

- The College Handbook distributed at the commencement of every academic year provides a detailed overview regarding the system of internal assessment followed by the institution.
- The modus operandi of internal and external assessment is explained in detail to the students during the induction programme.
- The tentative dates of internal examination are published in the academic calendar.

Measures to ensure transparency:

- All examination halls are under CCTV surveillance.
- Valued answer scripts are returned to the students.
- Consolidated assessment reports (Forms A for each course and form B for each programme) are shown to the students before submission to the University.
- The academic performance of students is discussed with parents during open house meetings.
- Question papers for external exams are printed confidentially using high speed printing machines under the direct supervision of the Principal in a room to which entry is restricted.
- Question papers for external examinations are verified and classified in the presence of two

faculty with invigilation duty, and their signatures are taken to authenticate the process.

Grievance Redressal Mechanism

Grievance form can be availed from the Internal Exam committee or it can be downloaded from the College website .In order to address the grievances of students, a three-level grievance redressal mechanism is executed in the College.

Departmental Level: If any grievance on an internal theory or practical exam is received, it is first discussed with the concerned faculty and the Head of the Department.

College Level: A College level Committee comprising the Principal, Examination Coordinators and the concerned HOD investigates unresolved department level grievances.

University Level: The University level Committee for verification of internal and external examination scores comprises the Vice chancellor, Pro-vice Chancellor, Chairman - Board of Studies and Controller of Examinations.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

POs, PSOs and COs offered by the institution are stated and displayed on website and communicated to teachers and students.

The institution prioritizes **Outcome-based education (OBE)** and takes a precise approach towards preparing and updating Program Outcomes, Programme Specific outcomes and Course Outcomes. The Programme Outcomes of the college are judiciously designed by **Internal Quality Assurance Cell(IQAC)** after consultation with all the faculty members and external experts. Programme Specific Outcomes (PSOs) and Course Outcomes (COs) are framed adhering to the syllabus of Mahatma Gandhi University and are aligned to the vision and mission of the college.

A college level **OBE advisory committee** and Department OBE committee is constituted to state and supervise the OBE related activities.

Communication to the teachers and the students is implemented through the following mechanisms:

- **Softcopy** of detailed **PSO, PO and CO** of each programme are uploaded in the **college website** for easy reference.
- The importance of learning outcomes is communicated to all teachers at **IQAC meetings and staff meetings**.
- The **hard copy of the PSOs, POs and COs** are readily available in the **department** for the easy reference of the teachers and the students.
- PSOs and POs are displayed on the **immediate outside** of all **departments**.
- CO outcomes are discussed in department meetings at the beginning of each semester.
- The students are also made aware of the PO and PSO during tutorial meetings.
- COs are also discussed with students at the beginning of each semester.

In order to ensure that the faculty is equipped to practice outcome-based education, the college organized **hands-on training workshop on Blooms taxonomy and OBE**. The IQAC ensures that active discussions are made at department level and the inputs of the Department OBE committee are also combined into the framing of the detailed course outcomes.

The Programme Outcomes, Programme Specific Outcomes and Course Outcomes along are displayed on the college website and in the department notice boards. Hard copies are kept in departments and IQAC for easy and ready reference.

At the beginning of every academic year a department meeting is convened to assign the courses and discuss the POs, PSOs and COs among the faculty members. Newly appointed faculty members are also informed about the POs, PSOs and COs. The Program Outcomes are well explained to the first-year students during the general orientation programme of the college. The respective department heads communicate and explains POs, PSOs and COs to the students during department wise meeting. The course-in-charge of each course thoroughly explains the course outcomes, various assessment methods and scheme of evaluation to students at the beginning of each course. This procedure outlines the outcomes that the students attain on completion of the programme, guides the students to properly channelize their studies, and motivates them to perform well in their evaluation process, thus making learning more productive and consistent.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

The institution prioritizes Outcome-Based Education (OBE) and takes a precise approach towards

preparing and updating Program and Course Outcomes. A successful teaching-learning process hinges on the understanding, application, and analysis of these outcomes. The institution has established an effective mechanism to ensure that both teachers and students comprehend the outcomes thoroughly. A college level OBE advisory committee and department OBE committee is constituted to supervise all these activities.

Implementation Process of OBE :

Formulation of Programme/ Programme Specific/ Course Outcomes

Outcomes	Prepared By
Programme Outcomes	OBE Advisory Committee
Programme Specific Outcomes	Department OBE Committee
Course Outcome	Department OBE Committee

Communication of Outcomes :

The Outcomes so prepared is communicated to various stakeholders through **College Website and Department Notice Board.**

Procedure for Evaluating Course Outcome & Programme Outcome Mapping :

A mapping that links Course Outcomes to Program Outcomes and Program Specific Outcomes, aligning them with the appropriate levels in the matrix demonstrated below:

Levels	Correlation
0	Nil
1	Low
2	Moderate
3	High

CO & PO/ PSO Attainment Evaluation :

For the purpose of evaluating the attainment of CO & PO/PSO, a two-tiered assessment approach is implemented, combining direct and indirect assessment methods in a ratio of 80:20.

COx Direct Attainment Calculation = (no. of students scored more than or equal to Y % of marks in COx * 100)/ No. of students

(Where, x= [1 to N], N= Number of Course Outcomes , Y = Percentage Decided)

CO Direct Attainment Level is defined based on the following criteria:

COs Attainment Level

3	70% of the students scoring more than or equal to 60% of Marks in CO (x)
2	60% of the students scoring more than or equal to 60% of marks in CO (x)
1	50% of the students scoring more than or equal to 60 % of marks in CO (x)

Programme Outcome Direct Attainment Evaluation :

The Programme Outcome is calculated by using the following formula:

$$\frac{[(CO-PO \text{ Correlation} \times \text{Comprehensive CO Attainment Ratio})]}{n}$$

CO & PO/PSO Indirect Attainment Evaluation:

Outcome	Tool Employed
Course Outcome	Course - End Feedback
Programme / Programme Specific Outcome	Exit Surveys

For CO & PO/PSO indirect attainment evaluation the level of attainment is determined in the following manner :

CO/PO Attainment Level

Level of Attainment	The intended Course/ Programme / Programme Specific Outcome has been attained :
3	Strongly agree
2	Reasonably agree
1	Ambivalent or neutral
0	Disagree

Overall Course/Programme / Programme Specific Outcome Computation:

The overall Course / Programme Outcome attainment is calculated using the following formula

$$= \text{Direct Attainment value} \times .80 + \text{Indirect Attainment value} \times .20$$

The overall programme outcome, so computed, is compared with the benchmark set by the Department

OBE Committee. If any deviation from the target set, necessary actions plans are introduced to attain the target decided. If the target is attained, then the revision of the targets are made accordingly.

Corrective Measures:

- Remedial sessions
- Bridge Course

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 84.55

2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
257	224	231	234	231

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
320	270	274	265	263

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.85

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 7.34

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
1.25	0.60	1.82	2.965	0.7

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Mar Thoma College for Women has established an ecosystem for innovations and the Indian Knowledge System (IKS), which includes various initiatives and activities to promote creativity, knowledge transfer, and technology development among its students.

- The institution has been actively involved in the **Young Innovators Programme (YIP)** of Kerala Development and Innovation Strategic Council (K-DISC), Govt. of Kerala.
- The institution's commitment to fostering innovation is evident from various activities through **Institution's Innovation Council (IIC)** established in the college, an initiative of Ministry of Education's Innovation Cell.
- The **IPR cell** of the institution conducted various workshops, training programs and sessions related to entrepreneurship and intellectual property rights (IPR).
- **Entrepreneurship Club** is active in our institution and various activities are carried out

throughout the year through ED Club.

- Every year Department of Physics organizes **Vocational Education Training Programme** on fabrication of LED Bulbs and Stars, Solar lamps and Robotics.

Input	Output
<p>Young Innovators Programme (YIP)</p> <ul style="list-style-type: none"> • Internal Mentoring • Workshops and Seminars • Training on Introduction to Design Thinking and Pitch Deck Preparation 	<ul style="list-style-type: none"> • Participation of students in YIP Maestro Challenge every year • Won State level competition of YIP 2019- Team Members- Jinu John, Arsha S Kumar, Varsha M Vijay, Niya Merrin Mathew and Arya Sivan of B.Sc. Physics • Won District level competition of YIP 2020 (three teams) and YIP 2021 (one team)
<p>Institution's Innovation Council (IIC)</p> <ul style="list-style-type: none"> • MIC driven activities, IIC calendar activities & Self driven activities • Seminars and Workshops on innovation and entrepreneurship • Entrepreneurship Development Training • Participation in Atal Ranking of Institutions on Innovation Achievements 	<ul style="list-style-type: none"> • Participation of students in Smart India Hackathon 2022 (seven teams) • Nine faculty Innovation Ambassadors in the college, mentoring the students • Student Entrepreneurs <ul style="list-style-type: none"> ◦ Madhumitha Santhosh (B.Voc)- Shoe Painting ◦ Fidha Afrin A. S (B.A. English)- Custom Gifts • Achieved the ranking of 'Band Performer under General Non-Technical category' in 2021
<p>IPR Cell</p> <ul style="list-style-type: none"> • Seminars on IPR 	<p>Students got awareness on the importance of protecting their ideas and fostering an entrepreneurial mindset.</p>
<p>ED Club</p> <ul style="list-style-type: none"> • Workshops and seminars on entrepreneurship and start-ups 	<ul style="list-style-type: none"> • Production of <ul style="list-style-type: none"> ◦ Paper Bags, Umbrella, Agarbatti ◦ Cakes ◦ Fresh Salads ◦ Sanitizer ◦ Hand Wash & Dish Wash • YouTube- Fathima Usman (B.Com F&T)
<p>Vocational Education Training</p> <ul style="list-style-type: none"> • LED star and bulb making training Programme • Solar lamp making workshops • Certificate Course on Robotics 	<ul style="list-style-type: none"> • LED stars and bulbs are fabricated by students of B.Sc. Physics and put for sale • Solar lamps are fabricated by students of B.Sc. Physics and put for sale • Students placed in Robotics field <ol style="list-style-type: none"> 1. Smija Reji (B.Sc. Physics) – I-HUB Robotics, Panampilly Nagar, Ernakulam 2. Haseena K. S. (B.Sc. Physics) – Application Engineer, Robokidz Stem Robotics, Ernakulam

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 62

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
18	17	14	6	7

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards**3.3.1**

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.76

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
5	9	7	14	4

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.29

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
6	0	4	0	5

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Mar Thoma College for Women initiates and actively participates in extension activities in the neighborhood community and addresses social issues thereby contributing towards the progress of the society. **National Service Scheme, National Cadet Corps, Youth Red Cross, UBA units** of the college lead the extension activities of the institution, These activities include various initiatives such as **flood Relief efforts, Community cleaning drives, Fund raising campaigns, Tuition classes for the underprivileged during the COVID-19 pandemic, support and care to old age people residing in old age homes, Water Surveys, Noon Meals and adoption of village.**

Flood Relief Activities:

During times of flooding, the College actively participated in flood relief activities. Students organized **cleaning drives** to restore affected areas, collected necessary items such as food, clothing, and **essential supplies** for distribution to those in need. The College also engaged in fund raising campaigns to provide **financial support** for rebuilding homes damaged by floods, helping families to regain stability.

Tuition Classes for the Underprivileged:

Recognizing the educational challenges faced by underprivileged children, especially during the COVID-19 pandemic, College arranged tuition classes to students in **Balika Mandiram**, Perumbavoor. Students volunteered their time and knowledge to teach subjects, ensuring that these children received the necessary academic support.

Community Cleaning Drives:

To promote cleanliness and hygiene in the community, the College organized various cleaning drives in

various areas of Perumbavoor. Students actively participated in cleaning public spaces such as schools, streets, canal bunds, etc. emphasizing the importance of environmental conservation.

Visits to Old Age Homes

The College organized visits to old age homes, allowing students to interact with old aged people thereby listening to their life experiences and enriching one's own life. These visits were aimed to bring joy and happiness to the lives of these geriatrics, providing them with a sense of belonging.

Water Surveys:

Understanding the significance of water resources in the community, the College conducted water surveys to assess the quality and availability of water sources. Students actively participated in collecting data and analysing the findings.

Food Packet Distribution:

To address hunger and malnutrition, the College organized food packet distribution drives. Students prepared and distributed nutritious food packets to homeless individuals, at orphanages, and other vulnerable sections of society.

Village Adoption under Unnat Bharat Abhiyan (UBA):

The College has adopted **five nearby villages**- Asamannor, Koovappady, Perumbavoor, Kodanad and Aimury as part of the Unnat Bharat Abhiyan scheme.

Mahatma Gandhi National Council of Rural Education (MGNCRE)

MGNCRE under the Ministry of Human Resource Development, Government of India, strives to promote the development of rural India. The College has a **Swachta Action Plan Committee** to ensure the same.

The College has been actively engaged in extension activities that sensitize its students to social issues, fostering their holistic development. The activities and drives have demonstrated the college's commitment to social responsibility and community engagement.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

The College has received awards and recognitions for extension activities from government / government recognised bodies. The extension and outreach programmes have enabled the students to make significant contributions to society and mould their attitude, perspectives and skills. The awards and recognitions received from Government and Non Government bodies highlight the dedication and commitment of the College and its students towards fostering meaningful change and community development.

The college has received following awards and recognitions from government and non-governmental bodies for its outstanding extension and outreach programmes during the assessment period from 2017 to 2022 :

1. Letter of Appreciation from **Indian Association for the Blind** - 2017-18
2. Certificate of Meritorious service from **Academy of Physics Teachers (APT), KERALA-2017-2018**
3. Certificate of Appreciation from **CGST and Central Excise Perumbavoor Division-2017-18**
4. Certificate of Appreciation from **Balika Mandiram, Perumbavoor- 2017-2018**
5. Letter of Appreciation from **Asram Higher Secondary School, Perumbavoor- 2018-2019**
6. Certificate of Appreciation from **Energy Conservation Society- 2018-2019**
7. Certificate of Appreciation from **Kerala State Biodiversity Board, -2018-2019**
8. Certificate of Appreciation from **Institute of Parliamentary Affairs, Government of Kerala-2018-2019**
9. Certificate of Appreciation from **Department of Posts, Government of India-2019-2020**
10. Certificate of Recognition from **Mahatma Gandhi National Council of Rural Education, Hyderabad - 2019-2020**
11. Certificate of Recognition from **National Rural Entrepreneurship Mission- Mahatma Gandhi National Council of Rural Education- 2019-2020**
12. Certificate of Appreciation from **Energy Conservation Society, Kerala-2019-2020**
13. Certificate of Meritorious service from **Academy of Physics Teachers (APT), KERALA-2020-2021**
14. Certificate of Recognition from **Consumer Protection Kerala Government-2020-2021**
15. Certificate of Establishment of IIC from **Institution's Innovation Council- 2021-2022**
16. Certificate of Appreciation from **National Intellectual property Awareness Mission (NIPAM)-2021-2022**
17. Certificate of achievement from **Academy of Physics Teachers (APT), KERALA- 2021-2022**
18. Certificate of Appreciation from **Asram Higher Secondary School, Perumbavoor-2021-2022**

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 63

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
19	9	14	15	6

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration**3.5.1**

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 27

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

Mar Thoma College for Women has **adequate and updated infrastructure** that enable **effective teaching and learning in an optimal manner**. The institution's classrooms are fitted with **advanced ICT features** including WiFi and LAN connections. Spanning over 10 acres, the college stands as a self-contained campus, thoughtfully designed to provide students with cutting-edge amenities for their academic, cultural, and sports pursuits. The recent addition of a block, funded by **RUSA**, underscores the institution's commitment to embracing emerging technologies. This expansion provides students with ample exposure to new advancements, enhancing their learning experiences. The college campus accommodates a diverse range of activities, including academic endeavors, administrative operations, co-curricular activities, and extracurricular pursuits. This multifunctional space also serves as a venue for public examinations and initiatives geared towards social development.

FACILITIES FOR TEACHING AND LEARNING

The college caters to the teaching-learning needs of **8 UG Programmes, 3 Vocational Programmes, 2 PG Programmes and 1 Integrated Course**.

The academic infrastructure includes:

- 38 Classrooms with Wi-Fi/LAN facilities
- 1 Multipurpose Seminar Hall
- Open classroom
- 7 laboratories
- Butterfly Garden
- Museums
- *Vidyavanam* Botanical garden

ICT-ENABLED FACILITIES

The ICT facilities of college include:

- 12 ICT-enabled classrooms
- Common **Computer Lab**

- **English Language Lab**
- **LMS MOODLE** platform for effective course management and student assessment
- **Wi-Fi** with 100Mbps speed
- 64 computers
- Projectors
- Printers/Scanners/Copiers
- **E-resources** in the College Library
- Remote access through **N-LIST** and Digital Repository
- **Academic Softwares:**
 - o LIBSOFT: Library Management Software
 - o E-College Solutions for managing attendance, report cards,
 - o Digital Accessible Information System (DAISY) for students with print disabilities including blindness, impaired vision and dyslexia.
 - o Orell Talk English language teaching software used in the English Language Lab
 - Paid Google package for e-learning purpose via Google suite
 - Audio-visual studio
 - CCTV surveillance facility in Examination halls and classrooms

FACILITIES FOR CULTURAL AND SPORTS ACTIVITIES

- **Cultural:**
 - o Auditorium with a seating capacity of 1000
 - o Seminar Halls
- **Sports:**
 - o Gymnasium - equipped with latest work out machines
 - o Recreation hall that houses indoor games like Chess, Caroms and Table-Tennis
 - o Open playground
 - o Basketball court
 - o Badminton court
 - o Softball court
 - o Cricket Ground
- **Mental Well-being:**

- o Yoga practice corner
- o Counselling Centre
- **Firing Range and Obstacle Training facilities** for NCC cadets at the college campus was built in 2021. The college takes pride in building these facilities for the first time in a Women's college in Ernakulam district.

PROVISIONS FOR DISABLED-FRIENDLY CAMPUS

- Digital Accessible Information System (DAISY) in the library
- Ramps
- Disabled-friendly washroom
- Wheel Chair

FACILITIES FOR STUDENT WELFARE

- Hostel
- Canteen

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 52.6

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
30.04737	163.65109	97.91306	39.64742	88.34682

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The Central Library of Mar Thoma College for Women spread over a total carpet area of 3458 sq.ft and automated with the library software package **LIBSOFT** is **optimally used by the faculty and students** It has a collection of over 18,000 volumes, 27 academic journals, and 34 periodicals, and provides access to numerous online resources. The library provides a user-friendly interface for searching resources, along with resource positions and availability status.

Details of Library Automation

- Name of the **Integrated Library Management Software**: LIBSOFT version SV 4.2
- Nature of automation: Full automated
- Year of automation: 2009
- Link to **Online Library**: <https://mtcwdigital.libsoft.org/>

Automated Services:

- Computerized Issue/ Return/ Renewal
- Display of new arrivals in the website
- Subscription of E-journals
- Access to INFLIBNET N-LIST resources
- Digital Repository comprising question papers, dissertations and theses accessible through library website
- Computer with Digital Accessible Information System (DAISY) for disabled students

Online Public Access Catalogue

The bibliographic details of all the documents in the library can be searched online remotely through the Online Public Access Catalogue (OPAC). Link to OPAC is available at the Library website.

Infrastructure of the Library

- Digital entry/exit registers
- Internet connection and Wi-Fi
- Research Navigation Centre
- Disabled-friendly provisions

Library Resources

- Print Books: 18086
- E-books: 1,99,500+ via NLIST and 6,00,000+ via NDL
- Back volumes of journals: 1000+
- CDs & DVDs: 140
- Databases: NLIST
- Journals: 27
- E-journals: 6000+ via NLIST
- Magazines: 34
- Newspapers: 5
- Reference books: 806

YEAR	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
OFFLINE	198.69	212.01	215.96	37.66	169.07
ONLINE	83.56	121.89	140.56	267.45	169.52
TOTAL USAGE	282.25	333.9	356.52	305.11	338.59
TOTAL USAGE	30%	36%	39%	33%	37%

Best Practices of the Library

- Continuous orientation for students to use e-resources and library facilities
- Seminars
- Reading Week Celebration
- Book Exhibition

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

Mar Thoma College for Women makes use of Information Technology in all spheres of activity and frequently updates its IT facilities including Wi-Fi. The major upgradations during the assessment period include:

- In 2021, the college set up a well-furnished **Computer Lab** with 17 browsing systems protected by antivirus software with the aid of the RUSA fund. Staff and students can avail the browsing, photocopying and printing services at a low cost.
- **Internet speed was upgraded to 200Mbps** and made available in the library and Computer Centre. **Wi-Fi** facility is also made available throughout the campus.
- An advanced **Reprographic machine** was installed replacing the existing one in 2019.
- The **English Language Lab** was revamped with 30 desktop computers and a server computer. Orell Talk English language teaching software used for managing audio-visual sessions was upgraded
- All Departments were provided with computers, printers and Wi-Fi connectivity. Maths, Departments such as Physics, Zoology and Commerce departments have their own computing facilities.
- The **college website** was revamped in 2017 and 2021 with augmented bandwidth, user- friendly design, features, and contents.
- Use of **Learning Management System-** Moodle, Microsoft Teams and Google Classrooms enhanced was enhanced for organized and effective teaching.
- **Digital storage** capacity via G suite facility has been made available since 2020.
- **G-suite** subscription enables the college to provide faculty with e-mail addresses from institutional domain, unlimited drive storage, administrative tools, advanced settings, Google classroom, Meet, etc.
- Entire administrative processes of this institution is upgraded using **E-college Solutions** software.
- **SPARK** software is more effectively used for managing the service matters of the staff
- **PRISM** software is used for management of pension.
- **Classrooms** are upgraded into ICT-enabled with public address systems.

- **Seminar Hall is revamped** with LCD projector, LAN and Wi-Fi facility for conduct of academic events.
- During the pandemic times, the curricular and co-curricular activities were effectively organized through **virtual platforms** like Google Meet, Zoom, Webex, Moodle, and Microsoft Teams.
- **Social media platforms** like YouTube, Facebook, and WhatsApp are utilised for prompt and efficient communication along with formal channels like website, e-mail and postal service.
- **N-list** Subscription renewed every year
- The number of Campus **surveillance cameras** upgraded from 17 to 29 in 2020.
- **High-speed printers** were installed for printing question papers of the external examinations.
- Provisions for **cashless transactions** made available for fee payments.
- A full time **Technical Assistant** appointed to take care of the IT facilities of the college.

Major Facilities include:

- Computers - 64
- Wi-Fi Hotspot- 6
- ICT Enabled Classrooms- 12
- Surveillance cameras-29
- LMS Moodle Platform
- Computer Labs- 5
- Internet Connections -200Mbps
- Projectors
- Printers/Scanners- 9
- Copiers -5
- Social Media Platforms -2
- Academic/Administrative Softwares
- LCD TV- 3

The College is committed towards staying at the forefront of technological advancements. Its consistent upgrades, Wi-Fi coverage, and adequate IT infrastructure underscore the institution's dedication to provide students and staff with the tools necessary for a modern and effective learning environment.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 13.23

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 64

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 47.78

4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
50.76029	72.38125	87.14790	78.78506	92.10638

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 72.17

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
415	699	611	653	575

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 51.52

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
355	381	412	320	640

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 50.5

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
147	147	160	134	115

5.2.1.2 Number of outgoing students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
320	270	274	265	263

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 10.6

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2021-22	2020-21	2019-20	2018-19	2017-18
13	23	17	12	8

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 65

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
6	16	16	16	11

File Description**Document**

Upload supporting document

[View Document](#)

list and links to e-copies of award letters and certificates

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 36.4

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
43	41	31	37	30

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.4 Alumni Engagement

5.4.1

There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

- The college has a registered Alumnae Association named **Mar Thoma College for Women Alumnae Association** with registration number EKM/ TC/192/2023 dated on 22 March 2023-06-07
- Aiming to foster strong bonds between alumnae, staff and the students, the association enables alumnae to participate in the activities of the college and contribute towards the welfare of the institution.
- The **office bearers** include a President, Vice President, Secretary and Treasurer.
- All alumnae of the College shall be eligible for membership in the alumnae association.
- **Annual get-together** is held on January 26 every year.
- The association **honors the retiring staff members and alumnae achievers** who have excelled in their careers.
- Alumnae serve as **resource persons** for Seminars and lectures organized by the department.
- Every year, we have **department alumnae meeting annually** and they make valuable contributions for the empowerment of their respective departments.
- Mar Thoma College for Women pursues the Campus and its ambience as a space for the alumnae, and always welcomes the alumnae back to their almamater.
- **Alumni lecture series** is conducted in all departments.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Mar Thoma College for Women spearheaded by Mar Thoma Evangelistic Association was conceived with well-defined vision, mission and core values.

Vision:

To enlighten and empower women in rural and suburban society and enable them to act as agents of social transformation and acquire knowledge of self and surroundings and to make the world a better place

Mission:

- To stimulate the most conducive ambience for the promotion of quality in teaching and learning.
- To empower women students hailing from rural background to face the challenges of life
- To become a centre of excellence providing value-based education.
- To groom the personality of students making them self-sufficient
- To mould a team of students with the required knowledge, skills and attitude with global competency
- To create awareness to live in harmony with the natural environment
- To enable students to communicate effectively

Core Values(ARISE)-Adept, Righteousness, Integrity, Self-Oriented, Empowerment

To realize this vision, the governance of the institution is organised in such a way to augment holistic development, and employability skills of the students. Erudite women adept in empowering the women students from rural and semi-urban background participate in all levels of governance such as College Governing Council members, Principal and faculty.

Decentralisation and Participatory Governance

Case Study: - Firing Range and Obstacle Training facilities for NCC Cadets

Cadets won Bronze medals in Obstacle Training, Judging Distance and Field Signal Competition in All India Thal Sainik Camp 2018, Gold Medal in Health and Hygiene at ThalSainik Camp-IGC 2018 . These achievements realized one of the visions of the institution- empowerment of women from rural background. Following the achievements, th cadets expressed their desire to provide more training

facilities in the institution. Based on their request, the IQAC and NCC submitted a proposal to build Firing Rang and Obstacle to the Governing Council.

Implementation Process

2018-2019 – The Governing Council allocated 20 cents of plot to build Firing Range and Obstacle Training facilities for NCC Cadets in September 2019

2020-2021- The infrastructure committee along with the ANO visited colleges with Firing Range and Obstacle Training facilities to prepare a plan on building the same. A building plan was prepared and submitted to the Principal in March 2021.

2021-22- The building plan was submitted to Construction Committee which was approved unanimously. A quotation was bid for the construction and the builder with lowest price was selected. The construction began in November 2021 and it was completed in the second week of December 2021.

Outcomes

2021-2022

- The **Combined Annual Training Camp** of 22 Kerala Battalion which comprises around 400 cadets was held at the college from 13 December to 19 December 2021.
- The **Inter Unit Sports Shooting Championship Camp** 2022 under the aegis of 22 Kerala Battalion was held from 24 March to 30 March 2022. One of the cadets, SUO. Lakshmi Shankar was selected at Inter-Unit level for the Shooting Competition.

2022-23

- The **Combined Annual Training Camp** of 22 Kerala Battalion which comprises around 600 cadets was held at the college from 23 December to 30 December 2022.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

The **development plan** of the institution is methodically based on its **Vision and Mission** statement. The teaching, non-teaching staff, students work with dedication and enthusiasm to realize the mission of the college,. The opinions and ideas of each stakeholder is given due importance for the development of the institution. The rules, policies and procedures cater to amplify the eminence of the institution. The institution has formulated policies which ensure smooth and objective conduct of various undertakings. The administration of the institution is set up in the following hierarchal order

- The Board of Management comprises of a **Governing Council** of 18 members with a Bishop at its apex
- The **Principal**
- The **Internal Quality Assurance Cell** and its committees
- The **College Council** include the Principal, the Heads of all departments, Office Superintendent, UGC-Librarian
- **Staff Forum** include the Principal and all teaching and non teaching faculty members.
- The **Department Council** is devised at each department comprising of the Head of the Department and the teaching faculty
- **Student Association** is established at every department comprising of student representatives from every class.
- Statutory and Non Statutory bodies, Clubs,etc.

Strategic Plan- YuktiRachana

The management and the monitoring committees have formulated a long term perspective plan to **empower the women students to achieve nobler and elevated goals by building their self-image, knowledge capacity, critical thinking, occupational skills, soft skills, and decision-making aptitude.** Thus the IQAC has formulated a plan “**YuktiRachana**” to realize the vision and mission of the institution.

The major deliberation are-

1. **Becoming a Premier Autonomous Women's College in Kerala:** With its existing strengths and commitment to women's education, the college has the potential to establish itself as one of the best women's colleges in the state, attracting students from across Kerala and beyond. The College also aims at becoming an autonomous institution in the immediate future
2. **Sustainable and Environment-Friendly Practices:** The college can take a proactive approach towards sustainability by implementing eco-friendly practices, reducing carbon footprint, and promoting environmental awareness among students and the local community.
3. **Strong Innovation Culture:** The **Institution's Innovation Council (IIC), the Innovation and**

Entrepreneurship Development Cell (IEDC) and Entrepreneurship Development Club provide a fertile ground for nurturing innovation and promoting entrepreneurial spirit among students. Capitalizing on this culture can lead to the development of groundbreaking solutions and startups.

4. **Vocational Training and Skill Enhancement Programs:** Expanding the B.Voc programmes and certificate courses on skill enhancement can offer specialized skill development opportunities, catering to the diverse interests and demands of students and industries.
5. **International Collaborations:** Establishing collaborations with reputed international institutions can provide opportunities for faculty and student exchange programmes, joint research projects, and exposure to global perspectives.
6. **Multidisciplinary Approach:** Leveraging the diverse backgrounds and interests of students and faculty, the college can promote a multidisciplinary approach to education, fostering creativity and critical thinking.
7. **Community Outreach Programmes:** Strengthening community engagement and outreach can create meaningful connections with the local population, promoting social impact and service-oriented activities.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The College has well-defined performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression. Performance of the staff is evaluated through **Veekshan Committee** of IQAC. Appraisal form is issued by the committee which evaluates each level of the performance of the staff. The IQAC evaluates the staff based on the information gathered from the appraisal forms. An appraisal report of each staff is prepared by the former and is communicated to the Principal and the respective staff confidentially.

The staff are also evaluated separately by the Principal and a confidential report of the same is maintained.

Appraisal forms include-

- Teacher Evaluation by the students
- Self-Appraisal form for teaching and non-teaching staff
- Non Teaching Staff Evaluation by the teaching staff and the students

Each staff is evaluated predominantly based on the following aspects-

- Overall Performance
- Upgradation in academic qualifications
- Teaching-learning methodologies
- Extension activities/Community Services
- Research oriented initiatives

- Feedback from the students
- Institutional Responsibilities undertaken

Other methods for Assessment :

- PTA Meetings
- Department / Club Activities
- Teacher's Diary
- Course/ Class Feedback Collected separately for each subject

Welfare Schemes for the teaching and non-teaching by UGC and State Government:

The institution provides effective welfare measures to bring the desired results and enhance the employees' productivity by motivating and encouraging the employees. Following welfare measures are provided by the College for its employees:

- Medical Insurance
- Encashment of leave surrender
- Medical leave
- Half Pay/ Commuted leave
- Interest-free Loan facilities
- Festival allowance
- Loan from Provident Fund
- Leave for Faculty Improvement Programme
- 15 days of Casual Leave in a calendar year
- Maternity leave for six months and Paternity leave for 14 days
- Special Casual Leave for 180 days during a calendar year for employees in treatment for mortal diseases
- 45 days leave for hysterectomy
- Duty leave
- Contribution to the Provident Fund, as per the choice of the payee Statutory pension for employees enrolled before 2013, and contributory pension for those joining service after 2013.

Support and Welfare Measures from the institution:

- Free Computer Lab Facility for the staff
- Free Wi-fi for the staff
- Leave granted to teaching and non-teaching staff to attend professional development programmes and to participate/present papers in seminars/conferences
- Financial support to attend seminars
- Free hostel accommodation facility for the staff
- Health Club
- Sick Room
- Health check-up
- Workshops on generally relevant topic
- Advance payment of salary for teaching and non-teaching staff on request
- Financial support for non-teaching staff and their members for medical treatment or other needs through **Snehasandram** initiative

- Free use of sports and infrastructure facilities for the staff (after college time) and children of teaching and non-teaching staff
- Open Gym is available for staff and their family members in morning and evening .
- Honouring the achievements of the staff at department association functions

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 41.74

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
30	2	2	38	29

File Description	Document
Policy document on providing financial support to teachers	View Document
Institutional data in the prescribed format	View Document
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 37.86

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
23	32	11	19	21

6.3.3.2 Number of non-teaching staff year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
8	8	4	10	8

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Annual reports highlighting the programmes undertaken by the teachers	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

The institution has **well defined strategies and procedures for the mobilization of funds** needed for development. The proposals for government or UGC funded projects are prepared and submitted annually which has enabled the institution to obtain RUSA fund, MP fund, MLA fund and other funds from higher education department of Kerala, etc

Optimum utilization of funds and resources:

- Budget committee prepares and assess the budget annually
- The Principal, the Treasurer and the Bursar ensure optimum utilization of budgeted amount for self-financing courses and submit the report to Governing Council of the management.
- Purchase Committee overviews the purchase of various commodities of the institution from various funds
- The statutory funds from RUSA is monitored by RUSA Project Monitoring Group
- The IQAC ensures department wise assessment of various needs for improving the quality of teaching and learning process, and submit the proposals of the same. Eg. Books, computer, lab equipments

Institution conducts internal and external financial audits regularly:

The institution has transparent mechanisms to monitor the optimum use of available financial resources. For the smooth functioning of accounting, the college maintains five accounting entities, namely:

- Mar Thoma College for Women- Management Account
- Mar Thoma College for Women - Self Financing Courses
- Parent Teachers Association
- Public Financial Management System (PFMS)-Accounts all Govt. Grants and Govt. financial aids (RUSA,UGC, NSS, MP funds)
- Public Deposit Account – (For Magazine, Calendar, Association fee/College Union, Women’s Cell, Visual Education)

The finance committee convenes meeting on need-base at periodic intervals, to discuss and deliberate on the finance management. The accounts relating to previous year are carefully scrutinized prior to the preparation of financial budget for the next financial year.

The institution conducts external and internal audits for both Government and Management accounts respectively. MTCW follow the tender/quotation system as per Stores Purchase Rules of the Government of Kerala.

Financial audits of grants and funds sanctioned by Government/UGC:

There are two levels of audit for the funds sanctioned by the Government:

1. External Audit by the Directorate of Collegiate Education

2. External Audit by the Accountant General, Kerala.

Financial Audits of grants and funds sanctioned by the Management:

The institution has a strong financial advisory board for the management of accounts, and all the accounts sanctioned are audited internally and externally. The daily transactions are verified by the Bursar of the college. The Management has appointed Kovoov and Company as the external auditor of the Management accounts. They prepare annual financial statements and audit reports.

Audit Objections and Rectification:

The audit objections pointed out by the auditor are discussed with the finance committee, which enables the management to take remedial action immediately. The objections are rectified by the accounts department, and a report with explanation is submitted to the finance committee. The Action Taken Report is also sent to the auditor for further rectification, if any, and for final approval.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5 Internal Quality Assurance System**6.5.1**

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:**Review of Teaching Learning Process**

- **Shakti** (Subcommittee)- To enhance the quality of teachers and students by the conduct of seminars, workshops and training programmes
- **Veekshan** (Subcommittee)- To enhance the quality of teaching learning process by reviewing the appraisal /feedback reports taken from the teachers and the students
- **Lakshya** (Subcommittee)- To enhance the quality of education through information technology by enabling adequate hardware and software required for the same
- **The Voice**- To facilitate the participation of students in augmenting the quality of teaching-learning process
- Assessment through **Mentoring & Remedial Coaching**

- **Teachers' Diary**
- **Entry Level Tests and Evaluation** through the conduct of Internal Exams with minimum of two exams in every semester
- Adherence to **Outcome Based Education**

Structures and Methodologies of Operations

- **Decentralised process** of governance
- **Academic Audits**
- **Internal audits** by the respective departments
- Timely **grievance redressal** for creating conducive environment for teaching & learning
- **Welfare measures** for staff and students for enhancing the productivity
- Providing **adequate infrastructure facilities**
- Regular conduct of **quality initiatives**
- Support to participate in quality initiatives outside the institution for the staff and the students
- Promoting more **extension and research activities**

Review of Learning Outcome

- Assessing University Exam Results
- Assessing Internal Exams Results
- **OBE Mapping**
- Evaluating Students' Presentation & Publications
- Recording Achievements and Awards
- Analysing students' projects
- Estimating the participation of students in Extension Activities
- Estimating the participation of students in Quality Initiatives

Quality Strategies

- Promotion of **skill-oriented courses**
- Development of **innovation ecosystem** and spirit of **entrepreneurship**
- Participation in **accreditation and ranking processes**
- Collection and analysis of **Stakeholder Feedback**
- Implementation of **technology-enabled** teaching and learning
- Commemoration of **Days of National and International Importance**
- Provision of **Learning Support** for students
- Introduction of **Outcome Based Education**
- Introduction of **Green Campus Initiative**
- Preparation of **Annual Action Plan**
- Conduct of **Value Education Classes**
- **E-Governance and Academic Management** (ERP) deployment.
- Conduct of **annual academic and administrative audit**
- Collaborative Initiatives
- Conduct of **Faculty Development Programmes/Seminars/Worshops**

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5.2**Quality assurance initiatives of the institution include:**

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: A. Any 4 or more of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

It has been said that "If you educate a man, you educate one person, but when you educate a woman, you educate the whole family". Thus, the visionaries of the institution laid the foundation stone with this mission of empowering the rural women folk in and around the region. Four decades of its existence significantly proved that the alumnae have successfully transcended the gender stereotypes and contributed much to the national reconstruction.

Gender sensitization provides a clear and exact vision of gender, assisting in the understanding that 'GENDER' is not about women, but rather 'People ', institutions and the inherited power structure associated with it.

Gender Sensitisation-Institutional Initiatives

The College recognises the need for gender sensitization and actively promotes it through several committees and cells. Majority of the employees are females and they teach, manage and lead the educational field. The institution has taken major steps in sensitizing students on gender issues and themes through **courses and outreach programmes**. Integration of gender components and aspects into academic programmes pave the way for creating awareness about gender sensitive behaviour among the youth.

In Curriculum

The College follows the curriculum offered by Mahatma Gandhi University which contains courses that address the concept of gender and its implications. Some of the topics which discuss the the concept of gender include:

- Gender Studies
- Gender in Indian Perspectives
- *Kathayum Novelum*
- Women's Writing
- Methodology in Literary Studies
- Indian Writing in English
- Harmony of Prose
- Issues that matter
- Literature and/as Identity.

In addition to gender sensitive curriculum, academic content with lessons on gender sensitivity and moral traditions etc are incorporated with an intention to mould the character of the tender minds.

Projects based on Gender Studies such as "Gender in Architecture:A case study of *Paliyam Nalukettu*, Sustainable Development Kerala Model: A Feminist View, Evolving Dressing styles of Mappila Muslim Women of Kerala from 1970 to present, Women in Blue:Mapping the Trajectories of Women Cricket in Kerala", etc. completed in the sixth semester of undergraduate programmes equip the students to address the issue with methodological fervour.

Co-curricular Aspects

To achieve gender parity in the campus, **awareness programmes** like debates, seminars, street plays, dramas, flashmobs, symposiums etc. are organised.The college has appointed an experienced **Lady Counsellor** for the students and faculty to manage and resolve various psychological issues conveniently. Committees such as **Anti-Ragging Committee, Anti-Sexual Harassment Cell, Internal Complaints Committee, Grievance Redressal Mechanism, Student Grievance Redressal** etc are constituted to address any issues faced by the students.

Safety measures such as **CCTVs** are installed throughout the campus to ensure 24 ×7 surveillance. The college provides **hostel facilities** for women students & female staff.

Through these initiatives, the College strives to empower the students to challenge stereotypes, advocate for equality, and contribute to the creation of a more inclusive and equitable society.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and nondegradable waste**
- 3. Water conservation**
- 4. Green campus initiatives**
- 5. Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

- 1.Green audit / Environment audit**
- 2.Energy audit**
- 3.Clean and green campus initiatives**
- 4.Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Certificates of the awards received from recognized agency (if any).	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of

students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Mar Thoma College for Women, Perumbavoor, embarked on its illustrious journey in 1982, becoming a beacon of excellence and a guiding force in education. Through its unwavering commitment, the institution moulds the future generation, empowering them towards excellence. Embracing a holistic approach, it leaves an indelible impact on the higher education sector by fostering an inclusive environment conducive for the academic, skill and spiritual development of students. In this inclusive setting, irrespective of ethnicity, disabilities, gender, or background, **every student is offered equal opportunities** to succeed. The faculty members proactively engage in self-assessment to **eliminate biases** from their teaching methodologies and evaluate approaches to ensure diversity. The institution forges strong bonds with students, comprehending their dynamics and aspirations. This approach enables students to enjoy learning on their own terms, fostering a sense of authenticity. The practice of inclusive education at Mar Thoma College for Women is categorized under various themes: **religious and cultural harmony, inculcation of human values, strategies for national integration, and parliamentary or electoral engagement**. Understanding the significance of mutual understanding and trust among individuals from diverse socio-religious backgrounds, the institution wholeheartedly promotes the celebration of religious festivals. It embraces a pluralistic stance that respects the philosophies and spiritual traditions of all religions, maintaining communal harmony by observing festivities such as Christmas, Onam, and Holi with grandeur. Recognizing the importance of instilling values, the institution prepares students to overcome challenges through mental conditioning and determination. The satisfaction derived from helping others fosters inner peace and confidence, motivating them to engage in further benevolent acts. **NSS, NCC, Youth Red Cross (YRC)**, encourage students to serve society by cultivating a spirit of service and duty by organising blood donation camps, medical camps, and eye camps. Each year, the College commemorates significant **national and international days**, fostering an inclusive culture and showcasing diversity within the campus. Days like International Youth Day provide a platform for young voices, while World Environment Day promotes environmental protection initiatives. International Women's Day celebrates women's achievements, and World AIDS Day spreads awareness about HIV-AIDS. International Yoga Day emphasizes holistic well-being, and International Day against Drug Abuse and Illicit Trafficking rallies against substance abuse. Independence Day and Republic Day are observed with fervor, reinforcing patriotism and unity. Teacher's Day is celebrated with vigor, as students pay homage to their educators through various artistic expressions. *Keralapiravi*, the celebration of establishment of Kerala as an independent state, brings joy and harmony to the campus. The institution consistently promotes such activities to unite the young generation and uphold democratic values, organizing Electoral and Parliamentary Engagements. MarThoma College for Women, Perumbavoor, stands as a testament to fostering inclusivity, cultivating values, and embracing diversity. With its commitment to excellence, it shapes students to be not only academically adept but also socially conscious and empathetic, poised to create a positive impact on the world.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.2 Best Practices

7.2.1

Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual

Response:

Best Practice 1: Janani– Towards a Greener Horizon

The environmental conservation activities of the college have been operated in strict accordance with the Sustainable Development Goals and rapidly changing climatic conditions. The College has its own unique programmes in the name of *Harithapadam*, *Vidyavanam*, *Chaithanya Saveri* and *Prashudhi*.

Objectives:

- To generate awareness among the college community regarding the importance of leaving the beauty, bliss and bounty of nature to the future generations.
- To establish environmental footprints in all their operations.
- To equip the students to act as the ambassadors for ecological preservation and conservation

Context:

Today, the human race is currently undergoing the threat of a triple planetary crisis -that are climate change, biodiversity loss & pollution. We need urgent & determined action from everyone & everywhere to preserve the ecosystem.

From 2017 onwards, degree courses of our college are strictly following the newly added curriculum and each departments having a course on environmental history, ecology, environment and human rights. At this juncture special mention to be made regarding the novel initiative "**Jaivam 2017**", where the NSS volunteers of the college actively took part. *Jaivam 2017*, a massive organic farming campaign.

Practice:

With an intention to promote sustainable life, College puts forth several measures to protect our ecosystem. We have introduced various programmes under different heads such as *Harithapadam*, *Vidya Vanam*, *Chaitanya Saveri* and *Prashudhi*.

- In collaboration with Kerala Forest Department, college has branched out a mini forest initiative by name "*Vidhya Vanam*".
- With an intention to promote local vegetation & farming, **the college hostel premises is surrounded with organic & local vegetables** such as tapioca, jackfruit, plantain, guava etc.
- Our campus has initiated a **butterfly garden**.
- In order to promote eco-friendly campus by reducing carbon dioxide emissions, we are promoting

the **use of cycles** .

- To encourage a positive sustainable impact on our environment, the entire college community has introduced "*Chaitanya Saveri* " to conserve energy and has switched over to LED lighting; apart from that students are given proper training on making **LED bulbs, solar lamps** etc.
- College takes immense pride in its initiatives to provide ample opportunities for students to understand finer nuances of ecological diversities. With this regard, we have conducted "*Ecosystem Walk*" to nearby *Iringole* sacred grove.
- We introduced "*Prashudhi* " to ensure measures for minimizing and managing proper disposal of all forms of waste.

Evidence of Success

- We ensure measures for minimizing and managing proper disposal of all forms of waste.
- The use of solar panels enables us to save electricity and get rid of huge electricity bills just by utilizing the natural energy resources
- The methods to improve energy efficiency facilitate immense opportunities to share solutions that drive sustainability & help the community to decrease the environmental impacts of their energy use.

Problems Encountered

- It is important that the youth of the world should awaken and come to this urgent realization, for the sake of our future. In this context the major problem we encountered is the lack of student's involvement.
- Lack of sufficient funds to maintain that greenery.
- Unexpected vagaries of nature and climate change is posing a major hurdle to maintain greenery on the campus.

Best Practice 2: Marthoman Care

A continuing initiative of Mar Thoma College for Women includes three important components & heads *Snehasparsham*, *Snehasanthwanam* and *Snehasarvada*.

The Social welfare activities of the institution, mainly centred on caring economically backward students through noon meal scheme (*Snehasparsham*), rebuilding and renovating the houses destroyed by the massive floods etc, extending financial support to the medical emergencies of students & staffs (*Snehasanthwanam*), initiative for giving free skill training to the students who were not financially sound and socially marginalized (*Snehasarvada*)

Objectives

- To empower and assist the women coming from socially marginalized sections to continue their education without any mental agony.
- Empowering women with skill and practical training programmes.
- ***Snehasparsham***: An initiative envisaged to provide free meals to the needy students to improve their nutritional intake and promote regular attendance and vibrancy in the campus was initiated in the year 2017 and continuing till this date.
- ***Snehasanthwanam***: **Fundraising for medical emergencies and rebuilding home:** The

fundraising for medical aid (*Snehasanthwanam*) ensures that medical aid is accessible and inclusive to all students. This can include immediate assistance for accidents, sudden illnesses, or any other medical emergencies. Apart from this, financial aid is provided to students and temporary staff to rebuild the dilapidated houses.

- ***Snehasarvada: Free Skill Training:***To equip the students coming from socially moderate regions to face the competitive society and life conditions, the institution has given free training in career advancement, soft skill, business management, financial literacy, marketing, and networking.

Practice

The welfare initiatives taken by the institution mainly aims to infuse social responsibility among the members of our college community. In the case of *Snehasparsham* the needy students were identified in the beginning of the academic year..Meals were served in the college canteen along with other students. In the case of medical emergencies and rebuilding houses an immediate fund raising will be initiated under the *Snehasparsham* scheme.

The institution has given free orientation and training to our students through various platforms like EDC, IIC, Women Cell, TCS, and Career Guidance Cell to foster the spirit of innovation. Practical training has also imparted to the students in the areas of led bulb making, preservation and conservation of historic\archaeological artifacts, star making, paper bag making, *agarbatti* making, cake baking etc. .

Evidence of Success

- The noon meal scheme immensely helped the students to overcome the nutritional intake and enhanced their academic orientations. **Payal Kumari**, (daughter of a migrant labourer from the state of Bihar) one of the student beneficiaries of the above scheme for three years (2017-2020) secured first rank in the MG University examinations.
- Successful Women entrepreneurs.
- Three houses were re-built in the last five years.
- Our voluntary/social care activities were highly appreciated by the district administrators, NGOs and other institutions.
- Students actively starts their own business by using online platforms.

Problems Encountered

- The volume of money needed for extending social care is insufficient from the part of the government and the University.

File Description	Document
Best practices as hosted on the Institutional website	View Document

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

W.I.N.G.S. - Women Inspiring New Generations of Success

As enshrined in our vision, empowerment of women from rural and suburban society in all aspects is the distinctive feature of our institution. Since most of our students are from economically and socially backward circumstances, we support them to overcome their adversities and achieve their goals and transform them in to ideal individuals of the society.

Various curricular and co-curricular activities that ensure social, academic, economic, artistic, spiritual and emotional enhancement of the students were conducted by our institution through clubs, cells and

associations to achieve the goal of women empowerment.

1. Social Empowerment of Students –For Strengthening Social Responsibilities, Personality Development and Improving the Perception of Social Equity and Gender Equity

Clubs/Cells / Associations/Programme	Key Activities
Women's Cell	<ul style="list-style-type: none"> • Seminars and Lectures on Women Empowerment • Awareness Classes • Self-Employment trainings • Innovative Workshops • Manuscript Magazines • Interdepartmental Competitions on Gender Equity Related Themes. • Menstrual Hygiene Classes and Distribution of Menstrual Cups.
Youth Red Cross	<ul style="list-style-type: none"> • Seminars and Awareness Talks • Blood Donation Camps
Internal Grievance Cell	<ul style="list-style-type: none"> • Confidential Fetching of Complaints through Complaint Boxes. • Addressing and Resolving of Academic and Non- academic Grievances of Students.
Counselling Facility	<ul style="list-style-type: none"> • Trained Counselor for Personal • Counseling.Ensured Confidentiality
Mentoring and Tutorial System	<ul style="list-style-type: none"> • Personal Mentor and Tutor for each Student • Building close relationship among Teachers, Students and Parents • Helps Students in Stress Management.
Value Education Classes	<ul style="list-style-type: none"> • Inculcates students with essential social values. • Imparting the significance of tolerance and respect towards cultural diversities.

2. Empowerment of Human Rights – For creating awareness among students about their individual rights.

Anti-Ragging Cell	<ul style="list-style-type: none"> • Awareness Classes • Appropriate actions against ragging complaints.
Anti Drug Forum (LahariVimukthi Club)	<ul style="list-style-type: none"> • Awareness Classes • Anti Drug Awareness Seminars • Awareness Rallies • Awareness Campaigns • Street plays • Organizing Competitions for Awareness against Drug Abuse • Observation of International Day against

	<ul style="list-style-type: none"> • Drug Abuse and Illicit Trafficking. • Direction of Short Film against Drug Abuse- “Sports Spirit” • Participation in Intercollegiate Competitions against Drug Abuse.
Anti Sexual Harassment Cell	<ul style="list-style-type: none"> • Ensures security and Safety of Students
Equal Opportunity Cell	<ul style="list-style-type: none"> • Ensures Equality Among Students
SC/ST,OBC and Minority Cells	<ul style="list-style-type: none"> • Ensure the awareness of Central and State Scholarships and Benefits. • Ensure the Wellness of Students and prevent any kind of Discrimination

3. Academic Empowerment of Students – For the Enhancement of Competence, Self Determination and Innovative Thinking of Students

Walk With a Scholar Programme (WWS)	<ul style="list-style-type: none"> • College Level Mentoring Committee. • Induction Program • Ice Breaking Program to First Year Mentees. • External Mentoring by Eminent Personalities. • Mock Tests and Group Discussions • Motivation Camps
Scholar Support Programme (SSP)	<ul style="list-style-type: none"> • College Level Mentoring Committee. • Classes on Common English. • Distribution of Stationary Kit to Students. • Participation in Employability Enhancement Programme. • External Mentoring Sessions on Life Skills, Learning Skills and IT Skills. • Power Point Presentations and Tutorials. • Group Discussions • Short Projects and Assignments.
Young Innovators Programme (YIP)	<ul style="list-style-type: none"> • Motivational Classes for Innovative Thinking. • Lectures on Problem Solving Methods. • Collection of Innovative Ideas of Students on Various Domains. • Participation of Students in National and State Level Competitions.

4. Economic Empowerment and Employment – For securing financial freedom and Employment by

the Students	
Career Guidance and Placement Cell	<ul style="list-style-type: none"> • Career Guidance • Classes Coaching and Trainings by Reputed Institutes. • PSC Coaching • Conduction of Placement Drives
Additional Skill Acquisition Programme (ASAP)	<ul style="list-style-type: none"> • Training Sessions • Conduction of Foundation Courses and Weekend Skill Courses. • Campaigns
Mar Thoma College New Initiative Programmes (MCNIP)	<ul style="list-style-type: none"> • Diploma Courses <ul style="list-style-type: none"> ◦ Diploma in Indian and International Finance and Accounts ◦ Diploma in Computer Application • Certificate Courses in Various Domains • Coaching Classes and Training Programmes <ul style="list-style-type: none"> ◦ PSC Coaching Classes ◦ NET Coaching ◦ Python Coaching ◦ TCS Summer Training Program ◦ Bank Coaching ◦ Capital Marketing Training ◦ LED Bulb and Star Making Training ◦ English Coaching Classes ◦ Incandescence Language Consultancy Service • Classes on <ul style="list-style-type: none"> ◦ Tailoring ◦ Beautician Course ◦ Food Processing ◦ Vermiculture and Composting Techniques ◦ Apiculture ◦ Spanish Language

5. Cultural and Artistic Empowerment- For the development of Artistic Skills of the Students

Reel Life: Film Club	<ul style="list-style-type: none"> • Short film Screenings • Film Review Writing
The Playhouse: Drama Club	<ul style="list-style-type: none"> • Workshops • Inter- Departmental Drama Competitions • Staging of One Act Plays
Arts Club	<ul style="list-style-type: none"> • Conduction of Arts Fest

	<ul style="list-style-type: none"> • Conduction of Onam and Christmas Celebrations • Participating Students in Intercollegiate competitions and Workshops. • Organizing various competitions. • Installation of Food Stalls.
Library and Reading Forum	<ul style="list-style-type: none"> • Observance of Reading Week. • Organizing Competitions- Reading, Book Review, Essay Writing etc. • Information Literacy Programs on Library Software and Digital Library.
EBSB(EkBharathShreshtBharath) Club	<ul style="list-style-type: none"> • Cultural Interactions with other States of India(Language, Literature, Cuisine, Festivals,Cultural Events and Tourism) • Visits to the Partner State
Speaker's Club	<ul style="list-style-type: none"> • Weekly meetings on Speaker's Corner • Opportunity for Students to Express their Ideas and Suggestions on Various Topics • Elocution Competitions.
Literati (Annual Interdepartmental Fest)	<ul style="list-style-type: none"> • Conduction of Various Competitions <ul style="list-style-type: none"> ◦ Western Solo Song ◦ Just A Minute ◦ Spell Bee ◦ Collage ◦ Face Painting ◦ Spot Dance ◦ Quiz ◦ Letter Writing ◦ Poster Making ◦ Debate ◦ English Queen Competition
The Brain's Trust	<ul style="list-style-type: none"> • Lectures • Quiz Competitions
Health Club	<ul style="list-style-type: none"> • Observance of various days • Quiz Competitions

6. Political Empowerment of Students- For Evoking Democratic Spirit and Ensuring Participation of Women in Political Decision Making

Electoral Literacy Club	<ul style="list-style-type: none"> • Model Parliament • Participation in National Student's Parliament • Elocution and Essay Writing Competitions
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7. Spiritual Empowerment – For Developing Beliefs Around the Meaning of Life

Students Christian Movement	<ul style="list-style-type: none"> • Morning Worships • Carol Services • Founder’s Day Services
8. Others	
NSS,NCC and Departmental Associations	<ul style="list-style-type: none"> • Day Observances • Environmental Awareness Programs • Campaigns • Beyond the Campus Activities • Flood Relief Activities • Training Programs • Health and Hygiene Programs
File Description	Document
Appropriate web in the Institutional website	View Document
Any other relevant information	View Document

5. CONCLUSION

Additional Information :

Mar Thoma College for Women, Perumbavoor, established in 1982, is a prestigious educational institution dedicated to providing excellence in higher education for women. Located in Perumbavoor, Ernakulam, it has been instrumental in the growth and development of the region by nurturing generations of progressive thinkers and leaders. With an increasing student population, the college has introduced new courses to meet the evolving needs of higher education.

The National Assessment and Accreditation Council (NAAC) has accredited the college at the B+ level, recognizing its commitment to quality education. Additionally, the college has been rated as 3.5 star in MoE's Institution's Innovation Council and also rated as a Band Performer in ARIIA rankings and participates regularly in NIRF.

Spread across a sprawling 10-acre campus, College provides a conducive learning environment for its students. The college boasts a dedicated faculty of over 100 members who are committed to delivering high-quality education. Additionally, the institution serves as a district-level skill development centre and offers certified DCA courses in collaboration with the IHRD. Students also benefit from various facilities on campus, including a Language Lab, History Museum, and Zoology Museum. The College also has an Entrepreneurship Development Club, Institution's Innovation Council (Govt. of India) and IEDC (Govt. of Kerala), to promote innovation and entrepreneurship.

Diversity and Social Impact

The college is committed to promoting inclusivity and empowering students from diverse backgrounds. The student community represents a cross-section of society, with a significant proportion hailing from socially and economically disadvantaged sections, including SC/ST, OBC, and minority communities. College takes pride in its role in the holistic development of young women, providing them with high-quality education and fostering their personal growth.

Concluding Remarks :

Mar Thoma College for Women remains dedicated to empowering women and fostering their holistic development. Since its establishment in 1982, the college has remained steadfast in its commitment to providing excellence in education and has played a crucial role in shaping the lives of countless young women from diverse backgrounds.

Through its comprehensive academic offerings, the college caters to the evolving needs of higher education. The wide array of undergraduate and postgraduate courses, along with its affiliation with Mahatma Gandhi University and recognition from the University Grants Commission (UGC), underscores the institution's dedication to maintaining academic rigor and quality.

The college's commitment to inclusivity and diversity is truly commendable. By providing opportunities for students from socially and economically disadvantaged sections, including SC/ST, OBC, and minority communities, the college has become a catalyst for social transformation. It fosters an environment of

empowerment, enabling young women to face life's challenges with self-esteem and dignity.

The National Assessment and Accreditation Council (NAAC) accreditation at the B+ level is a testament to the college's pursuit of excellence and its emphasis on creating a conducive learning environment for students. Active participation in AISHE and regular engagement in NIRF rankings further exemplify the college's commitment to continuous improvement and benchmarking against national standards. By promoting innovation and entrepreneurial skills, the college prepares its students to thrive in a rapidly changing world.

Beyond academics, the college actively engages in outreach and empowerment programs, contributing to the welfare of the local community. By instilling values of environmental consciousness, peace, and solidarity, the college nurtures responsible citizens who actively contribute to society's betterment.

Mar Thoma College for Women stands tall as a beacon of higher education, where women are nurtured, educated, and empowered to become agents of positive change. With its clear vision, dedication to academic excellence, and commitment to inclusivity, the college remains a trailblazer in shaping the future of women's education in Kerala. As it continues to evolve and make an indelible impact on society, Mar Thoma College for Women will undoubtedly remain an inspiration for generations to come.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																																								
6.3.3	<p>Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years</p> <p>6.3.3.1. Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>30</td> <td>41</td> <td>19</td> <td>30</td> <td>26</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>23</td> <td>32</td> <td>11</td> <td>19</td> <td>21</td> </tr> </tbody> </table> <p>6.3.3.2. Number of non-teaching staff year wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>8</td> <td>8</td> <td>4</td> <td>10</td> <td>8</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>8</td> <td>8</td> <td>4</td> <td>10</td> <td>8</td> </tr> </tbody> </table> <p>Remark : DVV has made the changes as per shared report.</p>	2021-22	2020-21	2019-20	2018-19	2017-18	30	41	19	30	26	2021-22	2020-21	2019-20	2018-19	2017-18	23	32	11	19	21	2021-22	2020-21	2019-20	2018-19	2017-18	8	8	4	10	8	2021-22	2020-21	2019-20	2018-19	2017-18	8	8	4	10	8
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2.Extended Profile Deviations

ID	Extended Questions										
1.1	<p>Number of teaching staff / full time teachers during the last five years (Without repeat count):</p> <p>Answer before DVV Verification : 83</p> <p>Answer after DVV Verification : 51</p>										
2.1	<p>Expenditure excluding salary component year wise during the last five years (INR in lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>118.82260</td> <td>329.29899</td> <td>227.50555</td> <td>163.34384</td> <td>232.01484</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	118.82260	329.29899	227.50555	163.34384	232.01484
2021-22	2020-21	2019-20	2018-19	2017-18							
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Answer After DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
80.76	236.03	185.05	115.42	180.44