



# **YEARLY STATUS REPORT - 2023-2024**

## **Part A**

### **Data of the Institution**

#### **1.Name of the Institution**

**Mary Matha Arts and Science  
College, Mananthavady**

- Name of the Head of the institution **Dr. Maria Martin Joseph**
- Designation **Associate Professor**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **04935241087**
- Mobile No: **9400381087**
- Registered e-mail **mmcmntdy@gmail.com**
- Alternate e-mail **principalmmc95@gmail.com**
- Address **Mary Matha Arts & Science  
College, Vemom PO, Mananthavady,  
Wayanad**
- City/Town **Mananthavady**
- State/UT **Kerala**
- Pin Code **670645**

#### **2.Institutional status**

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Co-education**
- Location **Rural**

- Financial Status **Grants-in aid**
- Name of the Affiliating University **Kannur University**
- Name of the IQAC Coordinator **Dr. Shaju P P**
- Phone No. **9447887703**
- Alternate phone No. **9605747835**
- Mobile **9605747835**
- IQAC e-mail address **iqac@marymathacollege.ac.in**
- Alternate e-mail address **iqacmmc@gmail.com**

**3. Website address (Web link of the AQAR (Previous Academic Year))**

[https://marymathacollege.ac.in/crm/public/uploads/igar\\_aqar\\_image/2023\\_11\\_19\\_00\\_55\\_15\\_AQAR%202022-2023\\_2.pdf](https://marymathacollege.ac.in/crm/public/uploads/igar_aqar_image/2023_11_19_00_55_15_AQAR%202022-2023_2.pdf)

**4. Whether Academic Calendar prepared during the year?**

**Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

<https://marymathacollege.ac.in/academics/academic-calendar>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B++</b>	<b>83.50</b>	<b>2006</b>	<b>02/02/2006</b>	<b>01/02/2011</b>
<b>Cycle 2</b>	<b>A</b>	<b>3.02</b>	<b>2014</b>	<b>21/02/2014</b>	<b>20/02/2019</b>
<b>Cycle 3</b>	<b>B++</b>	<b>2.85</b>	<b>2019</b>	<b>01/04/2019</b>	<b>31/03/2024</b>
<b>Cycle 4</b>	<b>A+</b>	<b>3.34</b>	<b>2024</b>	<b>16/05/2024</b>	<b>15/05/2029</b>

**6. Date of Establishment of IQAC**

**02/03/2006**

**7. Provide the list of funds by Central / State Government**

**UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>

**8. Whether composition of IQAC as per latest NAAC guidelines** **Yes**

- Upload latest notification of formation of IQAC [View File](#)

**9. No. of IQAC meetings held during the year** **12**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

**10. Whether IQAC received funding from any of the funding agency to support its activities during the year?** **No**

- If yes, mention the amount

**11. Significant contributions made by IQAC during the current year (maximum five bullets)**

Conducted an Academic and Administrative Audit, facilitated the preparation and submission of AQAR 2022-23, coordinated SSR submission, conducted mock visits, and ensured a successful NAAC visit.

Organized workshops and training sessions, including OBE implementation, FYUGP orientation, Finishing School Programme for final-year students, and an Induction and Orientation for first-year students titled Deeksharambh.

Conducted national seminars, entrepreneurship initiatives and career guidance programs in association with the Career Guidance and Placement Cell.

Recognizing the importance of the IQAC suggestion to enhance student development through service and discipline, the institution has established a Youth Red Cross Unit and a Naval NCC Unit.

The institution has successfully initiated and executed collaboration and student exchange programs with reputed institutes of higher education and has signed MOUs with various institutions to

strengthen academic and research opportunities.

## 12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
SSR submission and preparation for NAAC Visit	Successfully submitted SSR, conducted mock visits and achieved A+ grade in NAAC accreditation, demonstrating the institution's commitment to quality and excellence.
AQAR 2022-23 Submission	AQAR 2022-23 submitted successfully, maintaining compliance with accreditation requirements.
Outcome-Based Education (OBE) Implementation	An OBE training workshop was conducted for teachers, and an OBE software was used to assess student performance. Students were categorised into slow, medium, and advanced learners, with targeted measures implemented to support each category's growth and development.
FYUGP Orientation	Conducted an FYUGP workshop on February 23, 2024, equipping teachers with the necessary knowledge and skills to implement the FYUGP framework effectively when it gets introduced in the state in the academic year 2024-25.
Day Celebrations and Talent Development	Day celebrations are successfully conducted by NCC, NSS, domain clubs and departments. Talents Day was also conducted to showcase the talents of freshers.
Finishing School Programme	Finishing School Programmes were conducted at the college and

	department levels, and placement readiness for final-year students improved, enhancing their professional skills.
Alumni Engagement	Alumni meetings were conducted, which strengthened the alumni network and fostered support for institutional growth.
Work-done Diary and Academic Calendar.	All teachers prepared their individual academic calendars in accordance with the department's academic calendar. Also, the individual work done diary was prepared and submitted to IQAC by the end of the academic year.
Regular IQAC meetings	Convened 12 meetings of the IQAC
Career Guidance Initiatives	Career guidance workshops were conducted in collaboration with the Career Guidance and Placement Cell, motivating students to actively participate in placement drives and enhancing their employability skills.

**13. Whether the AQAR was placed before statutory body?** Yes

- Name of the statutory body

Name	Date of meeting(s)
College Council	15/01/2025

**14. Whether institutional data submitted to AISHE**

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	Mary Matha Arts and Science College, Mananthavady
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<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://marymathacollege.ac.in/academics/academic-calendar">https://marymathacollege.ac.in/academics/academic-calendar</a>				
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
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<b>NAAC guidelines</b>		
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<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
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<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>
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Name	Date of meeting(s)
College Council	15/01/2025

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2022-23	20/03/2024

**15. Multidisciplinary / interdisciplinary**

Mary Matha Arts and Science College, affiliated with Kannur University, follows university regulations while offering a diverse range of programs that reflect its vision of creating globally competent and socially responsible citizens. The college provides programs like BA Functional English, which introduces interdisciplinary fields such as Theatre Studies, Translation Studies, and Film Studies, alongside various research methodologies. It promotes a multidisciplinary approach by offering Generic Elective Courses in the fifth semester of the UG program, open to all students except those from the parent department. UG students in the sixth semester and PG students in the fourth semester undertake interdisciplinary projects, fostering collaboration across different fields. The college encourages research through seminars, workshops, and conferences that invite participation from students of various disciplines, enriching their academic experience. In addition, certificate courses and SWAYAM programs further broaden students' knowledge. The IGNOU Study Centre also offers interdisciplinary programs. Beyond academics, the college focuses on developing critical thinking, creativity, leadership skills, and community engagement, ensuring well-rounded student growth and preparing them to excel in both professional and social spheres.

**16. Academic bank of credits (ABC):**

The institution has taken significant steps toward the implementation of the Academic Bank of Credits (ABC) to align with the National Education Policy (NEP) and enhance academic flexibility for students. Efforts began with the registration of students for the ABC system, ensuring seamless integration with this innovative credit transfer mechanism. As part of the process, the institution has submitted essential details to the university. The system empowers learners by allowing them to accumulate, store, and transfer academic credits earned from various recognized institutions, providing them with the flexibility to design their academic journey and pursue multidisciplinary learning. Awareness sessions have been conducted to familiarize students and faculty with the benefits and operational aspects of the ABC framework, ensuring a smooth transition. By actively participating in this initiative, the institution aims to provide students with enhanced academic mobility, greater control over their education, and the ability to leverage credits for lifelong learning and certification. This initiative reflects the institution's commitment to embracing innovative educational reforms and fostering a student-centric

learning environment.

### **17.Skill development:**

The institution has proactively focused on enhancing the employability and holistic development of students through a diverse range of skill development activities. Key initiatives included the organization of Talent's Day, where students showcased their creativity, and consumer outreach programs, which encouraged social responsibility. To foster entrepreneurial spirit, entrepreneurship workshops were held, while field visits and industrial visits provided hands-on experiences that connected theory with practice. The institution promoted online courses, workshops, and entrance coaching, empowering students to pursue further learning and exam preparation. Facilities like the open gym, yoga sessions, and sports and arts provided avenues for physical and mental well-being. Discussion rooms were made available to foster collaborative learning and participative learning. The Finishing School Program for final-year students, along with career guidance sessions, helped sharpen career-related skills. Moreover, students were encouraged to join clubs, participate in inter-collegiate competitions, and engage in experiential learning activities. Certificate courses offered by departments added value to students' skills, ensuring they were ready to face real-world challenges. These initiatives, designed to promote practical problem-solving, fostered overall development and equipped students with skills for success in both professional and personal spheres.

### **18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

The institution integrates Indian Knowledge System (IKS) into its academic and co-curricular framework to preserve and promote India's cultural and traditional heritage. Both Hindi and Malayalam are offered as second languages, with at least one being compulsory for acquiring a Bachelor's degree, providing students with insights into the linguistic, historical, and cultural richness of India. Celebrations like Malayalam Week and Hindi Week, enriched with engaging activities, foster cultural pride and awareness. The college library houses a unique collection of books in local languages, covering Indian literature, history, and traditions. A Heritage Museum, showcasing over 500 artefacts like antique fishing gear and farming equipment, connects students to their roots. Yoga, practiced throughout the year, promotes the Indian tradition of meditation and harmony with the environment. Kerala's Onam

festival is celebrated with enthusiasm, featuring performances and competitions that emphasize local art and cultural unity. To enhance skill development through Indian knowledge, certificate courses such as Vedic Mathematics equip students with ancient computational techniques. The curriculum integrates indigenous philosophies and practices, and workshops on folk arts and Indian sciences deepen experiential learning. These initiatives reflect the institution's dedication to preserving India's legacy while fostering holistic student development.

#### **19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

In alignment with the changing educational paradigms, the institution placed a strong emphasis on the implementation of Outcome-Based Education (OBE) as a cornerstone for student learning and assessment. This approach ensures that the curriculum is designed with clear, measurable outcomes tied to the overall goals of the program. The primary objective of OBE is to enhance the learning experience by aligning teaching methods, assessments, and learning outcomes with the specific skills and competencies students are expected to acquire. To ensure effective implementation, a comprehensive OBE workshop was conducted for faculty members, equipping them with the knowledge and tools to align their teaching methodologies with the OBE framework. Furthermore, OBE software was used to systematically assess student performance in relation to Program Outcomes (PO), Program Specific Outcomes (PSO), and Course Outcomes (CO). This facilitated a more structured and transparent approach to evaluating student progress. Additionally, students were categorized into slow, medium, and advanced learners, and targeted measures were implemented to support each category's growth and development. The integration of OBE significantly improved the overall quality of education, providing a more outcome-oriented approach that enhances student learning and skill development in preparation for the professional world.

#### **20.Distance education/online education:**

The college hosts an IGNOU Study Centre, offering students access to a diverse range of distance education programs. This initiative allows students to pursue higher education in an accessible manner, regardless of their location. The college actively encourages both students and teachers to participate in SWAYAM online courses, empowering them to expand their knowledge and enhance their skills. To facilitate online learning, the institution utilizes MOODLE as the Learning Management System (LMS), which enables easy access to course materials,

assignments, and discussions. The college also uses G Suite accounts, along with Zoom, Google Meet, and Google Classrooms, ensuring smooth communication and interaction between students and faculty. Additionally, faculty members have their own YouTube channels, where they upload lectures, tutorials, and other educational content, making learning more flexible and accessible. These digital resources enable students to engage with their studies at their own pace, enhancing the learning experience. Through these efforts, the college is committed to enhancing online education, ensuring that students have the tools and resources they need to succeed. These initiatives reflect the institution's dedication to providing high-quality education through digital platforms, helping students achieve their academic goals in a flexible and convenient way.

## Extended Profile

### 1.Programme

1.1	268
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1	718
Number of students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	116
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	250
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Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
<b>3.Academic</b>		
3.1	44	
Number of full time teachers during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
3.2	44	
Number of Sanctioned posts during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
<b>4.Institution</b>		
4.1	35	
Total number of Classrooms and Seminar halls		
4.2	106.926457	
Total expenditure excluding salary during the year (INR in lakhs)		
4.3	111	
Total number of computers on campus for academic purposes		
<b>Part B</b>		
<b>CURRICULAR ASPECTS</b>		
<b>1.1 - Curricular Planning and Implementation</b>		
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process		
<p>At our institution, the successful implementation of the curriculum within the parameters of Kannur University requirements is a methodically planned procedure. As members of the Board of Studies, the institution guarantees that teachers actively</p>		

participate in the creation and updation of the curriculum under Choice Based Credit System (CBCS). Common staff meetings are held at the beginning of every academic year. An academic calendar that aligns with the university calendar is created to act as a guide for the entire academic journey. Prior to the start of each semester, the syllabus and course assignments are divided, and the HoDs make sure that the syllabus is completed on time. To keep track of the progress of the classes and for meeting curricular objectives, each teacher maintains an Individual Academic Calendar and an Individual Course Diary. First-year students benefit from bridge courses, and remedial coaching supports the progress of those requiring additional assistance. Internal examinations are scheduled as per university calendar. The components of continuous evaluation are written tests, assignments, seminars, viva, lab involvement and records for theory and practical courses. Acknowledging the importance of Outcome-Based Education (OBE), question papers are prepared to map the specific learning outcomes and evaluate the progress of the students.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://marymathacollege.ac.in/academics/programs">https://marymathacollege.ac.in/academics/programs</a>

#### 1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Adhering to the Academic Calendar of the Kannur University, the college schedules dates for internal and University examination in its Academic Calendar. As per the university norms, twenty percent of the marks are awarded through internal evaluation and eighty percent through external evaluation. The continuous evaluation is based on predetermined transparent system involving any of the two components. For theory course: written test, assignments, seminars, viva etc and for practical course: lab involvement, records, written test, etc are conducted. Marks obtained by the students are notified on the notice boards soon after the internal exam at least three days prior to the commencement of end semester exam. The students can raise grievances if any and a redressal mechanism is instituted in the college. Students can first submit an appeal to the course teacher, then to the HoD, and thereafter to the Principal of the college. Realising the need of the Outcome

Based Education, question papers are prepared in accordance to the learning outcomes. PO, PSO, CO mapping is done using software made available for the purpose. This helps to calculate the extent to which each student has acquired the corresponding course outcome.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://marymathacollege.ac.in/academics/academic-calendar">https://marymathacollege.ac.in/academics/academic-calendar</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## **1.2 - Academic Flexibility**

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

**10**

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Add on /Certificate programs offered during the year

#### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

11

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

301

#### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

301

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Mary Matha Arts & Science College adheres to Kannur University norms by integrating cross-cutting issues such as professional

ethics, gender, human values, environment, and sustainability into its curriculum. The college observes Environmental Day at the start of each academic year and conducts various programs throughout the year to raise awareness about energy conservation and green initiatives, with Green Auditing becoming a regular practice. The institution emphasizes the importance of professional ethics and human values through activities like camps, campaigns, debates, seminars, training programs, and day celebrations. Flagship programs such as Certificate Courses, Value Addition, and Skill Development initiatives enrich the student experience.

The college also promotes a strong research culture through its Research Centers and Departments, supported by agencies like NSS, NCC, Women's Cell, Bhoomithrasena, Incubation Center, and IQAC, all of which contribute to gender empowerment and community development. Certain UG courses incorporate these cross-cutting issues, including "Readings on Kerala" (Gender, Casteism), "Readings on Life and Nature" (Ecology), and "Environmental History of India" (Environment). These courses foster a deeper understanding of key social and environmental concerns, preparing students to engage thoughtfully with contemporary challenges.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

10

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

249

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>A. All of the above</b>
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File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<a href="#">View File</a>

**1.4.2 - Feedback process of the Institution may be classified as follows**

**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://marymathacollege.ac.in/igac/feedback-report">https://marymathacollege.ac.in/igac/feedback-report</a>

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

**354**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

**61**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The college has a robust system to evaluate students' learning levels and abilities, using marks from admission exams as an initial assessment. Based on performance in entry-level tests, classroom participation, and exams, students are classified as slow, medium, or advanced learners.

### Support for Slow Learners:

- Remedial coaching, mentoring, and counseling address specific needs.
- Peer learning, with advanced learners helping slow learners, is encouraged.
- Induction and bridge courses address foundational knowledge gaps.
- Additional time for lab practicals and simplified study materials are provided.
- The Learning Management System (LMS) offers tailored resources for progress.

### Programs for Advanced Learners:

- Access to NPTEL/SWAYAM courses, internships, and research projects.
- Specialized programs like Finishing School and ASAP courses for skill development.
- Coaching for competitive exams such as NET and JAM.
- Participation in intercollegiate events and competitions.
- Career guidance, counseling, and scholarships for academic excellence.
- Advanced resources through the LMS.

By offering these programs and resources, the college fosters a supportive, inclusive environment, promoting academic growth and personal development for all students, whether slow or advanced learners.

File Description	Documents
Link for additional Information	<a href="https://ssr.marymathacollege.ac.in/naac/aqar23_24/criterion2/Programs%20for%20Advanced%20Learners%20&amp;%20Slow%20Learners.pdf">https://ssr.marymathacollege.ac.in/naac/aqar23_24/criterion2/Programs%20for%20Advanced%20Learners%20&amp;%20Slow%20Learners.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
718	44

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

Mary Matha Arts and Science College adopts student-centric teaching methods, focusing on experiential learning, participative learning, and problem-solving to enrich the student experience.

Experiential learning is emphasized through internships, field trips, industrial visits, and study tours, connecting theoretical knowledge with practical exposure. Laboratory demonstrations and hands-on experiments foster analytical thinking, while final-year projects, guided by faculty, enhance research and critical thinking skills. Students also participate in MOOC courses and engage in real-world case studies to build practical knowledge.

Participative learning is encouraged through peer learning, where advanced students assist others, and activities like group discussions, workshops, and book reviews promote teamwork, communication, and critical analysis. Role-playing, interactive sessions with alumni and experts, and educational fests build confidence and leadership skills. Seminars and exhibitions further expand knowledge, while interdisciplinary activities enhance adaptability.

Problem-solving methodologies are incorporated through quiz programs, student projects, and community engagement activities

that foster responsibility and voluntary service. Participation in puzzles and problem-solving competitions develops critical thinking and teamwork. These dynamic approaches ensure students gain practical experience, enhance their knowledge, and develop essential skills, preparing them for both academic and professional success.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://marymathacollege.ac.in/notice-board/events?page=1">https://marymathacollege.ac.in/notice-board/events?page=1</a>

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The college uses the latest innovations in information technology to ensure the maximum effectiveness of academic activities.

- There are 111 computers, 26 Wi-Fi points and 28 ICT-enabled classrooms.
- WhatsApp groups are formed at the beginning of the academic year for students and parents.
- Online platforms like Zoom and Google Meet are used for online teaching.
- Interactive TVs and Smart TVs are installed.
- A Learning Management System (Moodle) is used for an efficient teaching-learning process, and teachers have YouTube channels.
- The Digital Library of the college has a repository of question papers, E copies of college magazines, faculty publications and other relevant documents. The library offers access to N-List and reading platforms like Magzter. The library is updated to cloud facility. The Language Lab is supported with internet facility.
- The office automation software (TCS) helps in the attendance management of the students.
- The college uses Accredited360 software for OBE-based assessment.
- Social Media pages of the college inform students and the public about the major events and programs.
- The NRC (Network Resource Centre of the college) and Students Facility Centre provides high-speed internet connection to the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://marymathacollege.ac.in/facilities/ict-enabled-classroom">https://marymathacollege.ac.in/facilities/ict-enabled-classroom</a>

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

43

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

#### 2.4.1 - Number of full time teachers against sanctioned posts during the year

44

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

##### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

16

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

320

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Mary Matha Arts and Science College follows Kannur University's guidelines for internal assessments under the CBCSS system. The Continuous Internal Assessment (CIA) contributes 20% to the final grade, while the end-semester exam accounts for 80%.

Internal assessments include at least two internal tests each semester, with the average score forming the final internal marks. The exam schedules and syllabi are published in advance, and evaluated papers are returned within two weeks. Additionally, students are assessed through assignments, seminars, and viva voce, which test research, presentation, and analytical skills.

The assessment process evaluates students' subject mastery via tests, and their comprehension through assignments, seminars, and viva. Methods include MCQs, quizzes, descriptive tests, and practical evaluations.

Internal marks are displayed on notice boards and uploaded to the university portal after validation. Attendance is monitored via a computerized system, and grievances are handled by the Attendance Monitoring Committee. Errors in assessments can be corrected through retests or assignment resubmissions. Regular Parent Teacher Association meetings ensure transparent communication about academic progress.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://marymathacollege.ac.in/academics/examination">https://marymathacollege.ac.in/academics/examination</a>

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Mary Matha Arts and Science College ensures transparency and fairness in internal assessments by conducting exams aligned with the university pattern. Answer scripts are evaluated promptly and returned to students for clarification of doubts. Re-tests are offered to students who miss exams for valid reasons.

The college has a structured three-level grievance redressal system to address concerns related to Continuous Internal Evaluation (CIE):

1. Department Level: Grievances are first addressed by the Head of the Department, mentor, and the teacher concerned.
2. College Level: Unresolved issues are escalated to the college-level committee, led by the principal, grievance cell members, and the department head, ensuring fair resolutions.
3. University Level: For issues beyond the college's purview, students can approach the university via its Grievance Portal, which follows university protocols.

Additional measures include an online grievance portal for easy submission, anonymous feedback systems (both online and offline) to encourage reporting without fear, and a real-time feedback

system that allows for the immediate detection and resolution of discrepancies. This comprehensive grievance redressal mechanism reflects the college's commitment to fairness, transparency, and student satisfaction in internal assessments.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://marymathacollege.ac.in/students/grievance-redressal-cell">https://marymathacollege.ac.in/students/grievance-redressal-cell</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The institution ensures awareness of Programme and Course Outcomes (POs and COs) through a multi-faceted approach. These outcomes are integrated into the university syllabus, aligning teaching with academic goals. The college makes POs and COs accessible by displaying them on the website and uploading them on the Learning Management System (LMS), where teachers provide syllabi, course materials, and assessments. Physical displays on campus and hard copies of syllabi given at the start of each semester further reinforce these outcomes.

Induction programs familiarize newly admitted students with the academic framework, including POs and COs. Question papers also explicitly mention the relevant outcomes, linking assessments to learning goals.

The IQAC coordinates faculty development programs on Outcome-Based Education (OBE), encouraging participation in FDPs and workshops to enhance teaching methodologies and familiarize faculty with Bloom's taxonomy. These initiatives ensure that both students and teachers are engaged in achieving the intended outcomes.

This comprehensive strategy promotes clarity, accountability, and alignment, creating an outcome-based educational experience that supports academic and professional success for students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://marymathacollege.ac.in/igac/obe">https://marymathacollege.ac.in/igac/obe</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

## 2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The College systematically evaluates Course Outcomes (COs), Program Specific Outcomes (PSOs), and Program Outcomes (POs) using the automated 'Accredit360' software, which follows Bloom's Taxonomy. The assessment is done through Direct and Indirect methods.

### 1. Direct Assessment:

- Internal Evaluations: Includes internal exams, assignments, seminars, and in-class performance.
- External Evaluations: Based on university exam results.
- These evaluations are combined in a 20:80 ratio to assess CO attainment.

### 2. Indirect Assessment:

- Conducted through a Course Exit Survey, providing feedback on the learning experience and program effectiveness.

### Steps in Evaluation:

- COs are mapped to POs and PSOs using matrices.
- CO attainment is measured through internal and external scores.
- Direct and indirect attainment values are combined in an 80:20 ratio for final assessment.

### Attainment Levels:

- Level 0: Not Attained
- Level 1: 50% of students meet the cut-off

- Level 2: 60% of students meet the cut-off
- Level 3: 70% of students meet the cut-off

Remedial measures are provided for underperforming students, while high performers are recognized and supported in their career development.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://marymathacollege.ac.in/igac/obe">https://marymathacollege.ac.in/igac/obe</a>

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

151

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="http://www.exam.kannuruniversity.ac.in/ugc_courses.php">http://www.exam.kannuruniversity.ac.in/ugc_courses.php</a>

### 2.7 - Student Satisfaction Survey

#### 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://marymathacollege.ac.in/igac/feedback-report>

### 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 year (INR in Lakhs)

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

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

### 3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

#### 3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

32

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

<b>3.2 - Research Publications and Awards</b>	
<b>3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year</b>	
<b>3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year</b>	
7	
<b>File Description</b>	<b>Documents</b>
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>
<b>3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year</b>	
<b>3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year</b>	
3	
<b>File Description</b>	<b>Documents</b>
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>
<b>3.3 - Extension Activities</b>	
<b>3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year</b>	
<p>Mary Matha Arts &amp; Science College organized diverse extension activities aligned with UNAI Principles, UN SDGs, and Pradhan Mantri Yojana to address community challenges while fostering students' holistic development. Under SDG 2 (Zero Hunger), lunch was distributed to patients at Government Medical College, Mananthavady. For SDG 3 (Good Health and Well-being), initiatives included a lifestyle disease prevention camp, free blood grouping for 264 students, yoga sessions, free medical camps, and a blood donation drive collecting 44 units. Anti-drug awareness campaigns engaged 152 participants through flash mobs, human chains, and pledges. In support of SDG 4 (Quality Education), activities included donating learning materials to a nursery, tech games at a</p>	

special school, tutoring tribal students, and initiating a community library. Efforts toward SDG 6 (Clean Water and Sanitation) involved multiple cleaning drives in Mananthavady town, a wildlife sanctuary, and hospital compounds. For SDG 10 (Reduced Inequalities), volunteers visited old-age homes, providing essentials and entertainment. Promoting SDG 15 (Life on Land), saplings were planted during the "Meri Maati Mera Desh" campaign, and a trekking camp raised mountain ecosystem awareness. These impactful initiatives enhanced community welfare while cultivating student social responsibility, leadership, and environmental consciousness.

File Description	Documents
Paste link for additional information	<a href="https://marymathacollege.ac.in/extension-activities">https://marymathacollege.ac.in/extension-activities</a>
Upload any additional information	<a href="#">View File</a>

### **3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

#### **3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### **3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

#### **3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

19

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

### 3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

#### 3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

736

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

#### 3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

26

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

##### 3.4.2.1 - Number of functional MoUs with Institutions of national, international importance,

**other universities, industries, corporate houses etc. during the year**

30

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college offers an ideal learning environment on its 18-acre campus, consisting of four blocks.

The first block houses administrative offices, 33 classrooms, nine staff rooms, seven HoD cabins, research centers, labs, IQAC room, women's cell, career guidance cell, incubation center, and college union office, along with water purification and solar panel systems.

The second block contains the canteen, co-operative store, IGNOU study center, NSS and NCC offices, Fr. Francis Njallanpuzha Memorial Heritage Museum, recreation rooms, and storerooms.

The third block includes staff quarters, two lecture halls, an audio-visual room, an AC conference hall, and a prayer room.

The fourth block has an auditorium (10200 capacity), library with reading and transaction spaces, a discussion room, and a Network Resource Centre.

Additional facilities include an amphitheatre, gymkhana, outdoor stadium, separate parking for staff, students, and differently-abled persons, and security cabins. There are two fully-equipped ladies' hostels. The campus is Wi-Fi enabled with 131 computers and 35 ICT-enabled rooms, including 3 interactive TVs, 3 smart

TVs, and 1 workstation. It is disabled-friendly with lifts, ramps, wheelchairs, and accessible restrooms. This infrastructure supports both academic and extracurricular activities, ensuring a well-rounded experience for students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://marymathacollege.ac.in/facilities">https://marymathacollege.ac.in/facilities</a>

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college provides extensive facilities for sports, gaming, yoga, and cultural activities to enhance student life. Festivals like Onam, Christmas, Holi, and national days such as Independence Day, Republic Day, Yoga Day, and others are celebrated.

The Department of Physical Education offers excellent facilities, including a multi-purpose indoor stadium (43.4515.00), gymkhana (16.507.24), playground (114.78105), amphitheatre (40.0044.00), and an open gym. These spaces encourage physical activities and sports participation. After college hours, the stadium and playground are open to the public. The college has male and female teams for various sports, including weightlifting, chess, archery, judo, cricket, basketball, table tennis, softball, and badminton. Yoga teams are given importance, and athletes participate in collegiate and state-level tournaments.

For cultural activities, students can perform in the indoor stadium, portico, audio-visual room, amphitheatre, and seminar halls, with open areas for makeshift stages. The college's public address system ensures effective communication. Additionally, the auditorium, indoor stadium, playground, and seminar halls are available for public use, as well as for other institutions and organizations hosting events, tournaments, medical camps, and programs during holidays or after hours.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://marymathacollege.ac.in/facilities">https://marymathacollege.ac.in/facilities</a>

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.****35****4.1.3.1 - Number of classrooms and seminar halls with ICT facilities****35**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://marymathacollege.ac.in/facilities/ict-enabled-classroom">https://marymathacollege.ac.in/facilities/ict-enabled-classroom</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)****4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)****80.93848**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

In 2022, the college library was relocated to a new building with a spacious 6963 sq. ft. area, enhancing the teaching-learning process. The library's collection includes 16,653 books, with 15,649 loan books, 870 reference books, 134 rare books, 15 journals, 7 daily newspapers, and 77 non-book materials.

The college is registered under the NLIST program, providing access to 6000+ e-journals and over 3 million e-books. Magzter, a digital newsstand, is available at the Cyber Commons. Additionally, students can access Open Access resources such as Shodhganga, Shodhgangotri, IndCat, NDL, and DOAJ.

Library automation is managed through Koha software, with barcode technology used for book issuance and returns. The library offers a digital collection, accessible through the college website, including question papers, UGC projects, faculty publications, and more.

Facilities include Cyber Commons with 12 computers, a mobile charging area, and sections like the Reading and Study Area, Periodicals Section, and Competitive Exam Preparation Corner. The library also provides Wi-Fi, spiral binding, a reading magnifier, and a drop zone for property. Best practices include orientation programs, daily news circulation, reading week celebration, and a Readers' Wish List.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://marymathacollege.ac.in/facilities/library">https://marymathacollege.ac.in/facilities/library</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

0.39269

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

##### 4.2.4.1 - Number of teachers and students using library per day over last one year

48

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

##### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college provides 111 computers for students and staff. The domain of the college was registered through ERNET and the library of the college is supported by the latest software, UGC E-Resources and E-reading platforms like Magzter. The IT infrastructure includes the following: the NRC (Network Resource Centre), Students Facilitation Centre, language lab with internet facility, automated administrative department, online payment system, and avenues for high-quality printing and reprographic facility. The social media pages of the college are regularly updated.

##### Major IT Facilities

- ICT enabled classrooms-28
- Wifi access points-26
- Learning Management System (Moodle)- Cloud server 4 GB
- New Website-3 GB Disk space;50 dynamic pages
- Office Automation (TCS)- Perpetual mode

- CCTV Camera-39 cameras
- OBE Software-16 worksheets
- Interactive Boards-2
- Workstation-1
- Online E Reading Portal - Magzter
- NVDA Software for Divyangan students
- Digital Library (D Space)

The college has five Network Connections in the year 23-24:

- BSNL - 300 Mbps
- K Fone-10 Mbps
- BSNL-300 Mbps
- Kerala Vision-100 Mbps
- BSNL-100 Mbps

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://marymathacollege.ac.in/departments/computer-science/facilities">https://marymathacollege.ac.in/departments/computer-science/facilities</a>

#### 4.3.2 - Number of Computers

111

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

**4.4 - Maintenance of Campus Infrastructure****4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****80.93848**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The financial assistance of the management and government ensures proper utilization and maintenance of the resources. The committees help in the utilization and maintenance of resources. The annual stock verification which is completed with the help of both teaching faculty and administrative staff is an important measure in this regard. The AMC which is signed between service and repair firms and the college ensures periodic maintenance. The infrastructure which primarily includes classrooms and furniture is also properly maintained.

Every department has a stock register and an annual stock verification process. The classrooms are properly maintained as the administrative staff monitors the cleaning and maintenance activities.

The committee for office automation and networking regularly monitors the IT Infrastructure. The committee updates the software and gadgets and makes other updates whenever necessary. The laboratories are maintained by the lab assistants.

The college has an efficient waste management system as there are separate systems to manage liquid, solid, hazardous and E-waste in an eco-friendly way.

The effective utilization of resources aligns with the Green Campus project. A biogas plant, solar panels and electric grid connections are used in addition to the effective use of LED bulbs and power-saving equipments.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://marymathacollege.ac.in/policies">https://marymathacollege.ac.in/policies</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

513

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

##### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

62

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**A. All of the above**

File Description	Documents
Link to institutional website	<a href="https://marymathacollege.ac.in/capacity-building-and-skills-enhancement-initiatives">https://marymathacollege.ac.in/capacity-building-and-skills-enhancement-initiatives</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**162**

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**162**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent**

**A. All of the above**

**mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

21

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

117

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

7

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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 year**

**5.3.1.1 - 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 year.**

14

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

Our college has an elected students' union to ensure active student participation in academic and administrative responsibilities. Members are chosen through democratic elections and include the Chairman, Vice-Chairperson, General Secretary, Joint Secretary, University Union Councilor, Fine Arts Association Secretary, Student Editor, Sports General Captain, department association secretaries, and year representatives. A senior faculty member serves as the staff advisor.

The union organizes major events like association inaugurations, arts fest, sports day, college day, and farewell. Participants for Kannur University inter-collegiate fine arts competitions are selected during the Arts Fest. The College Union Chairman is part of the Board of Governors, the college's highest decision-making body.

Students actively contribute to committees such as IQAC, Library, Grievance Redressal, Women's Welfare, and Examination Committees. The Chairman and Vice-Chairperson are permanent members of the Canteen Committee and College Co-operative Society, and two representatives serve on the Students' Union Grievance Committee.

File Description	Documents
Paste link for additional information	<a href="https://marymathacollege.ac.in/students/the-student-s-union">https://marymathacollege.ac.in/students/the-student-s-union</a>
Upload any additional information	<a href="#">View File</a>

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

25

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

### 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

The alumni association of our college officially became a registered entity on 11th November 2018 (Ref.No.WYD/CA/441/2018). The online registration platform on the college website enables graduates to engage with each other and contribute to the institution's growth. As of 31st March 2023, the association boasts 6,147 members and continues to welcome new alumni.

We organize various events such as reunions, mega alumni meets, career fairs, webinars, and workshops to foster a vibrant community. The association plays a crucial role in supporting the college's growth by facilitating career development, professional relationships, and contributing to the institution's financial and cultural well-being.

Through valuable partnerships with organizations, businesses, and academic institutions, we have enriched our events and strengthened our impact. We appreciate the dedication of our alumni and stakeholders and look forward to a bright future with their ongoing support. Aligned with the college's core values, we are committed to enhancing outreach, expanding networks, and ensuring the sustainability of our initiatives. We sincerely thank all members for their continued involvement and look forward to achieving greater success in the future.

File Description	Documents
Paste link for additional information	<a href="https://marymathacollege.ac.in/alumni">https://marymathacollege.ac.in/alumni</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**E. <1Lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

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. Since its establishment in 1995, the college has consistently prioritized the holistic development of northern Wayanad which houses the largest settlement of Scheduled Tribes and economically disadvantaged sections in Kerala. The college seeks to contribute to the enhancement of society by fostering inclusivity. Academic activities, aligned with the institution's vision and mission, are designed to meet the evolving needs of the youth in the region.

The college has envisioned a Short-Term Institutional Perspective Plan (2019 - 2024) and a Long-Term Institutional Perspective Plan (Vision 2030) to serve as a guide to achieve its vision and mission. College Council, the highest academic body of the college, implements the policies into the curriculum. IQAC ensures the quality of the institution through futuristic and progressive academic endeavours. Department Council implements the academic policies in a decentralised manner. Students' Union, democratically elected body actively contributes to the curricular and co-curricular activities. An Outcome Based Education (OBE) system where the attainment of Program Outcomes and Course Outcomes are

systematically monitored and assessed is followed. Many of the faculties in the college are part of Kannur University NEP policy formulation and the Four Year Under Graduate Programme that commenced in 2024.

File Description	Documents
Paste link for additional information	<a href="https://marymathacollege.ac.in/about/vision-and-mission">https://marymathacollege.ac.in/about/vision-and-mission</a>
Upload any additional information	<a href="#">View File</a>

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institution employs participatory and decentralised governance model that incorporates defined sociocultural and academic representations.

- Board of Governors (BoG), the apex body consisting representatives from management, faculty, administrative staff, parents, students' representative, formulates the academic policies for the college.
- College Council, the highest academic body of the college, implements the policies into the curriculum. Academic decisions and reviews are made in the council to ensure the development and advancement of its stakeholders.
- IQAC ensures the quality of the institution through futuristic and progressive academic endeavours and prepares the documentation.
- The College Office functions under the leadership of the Office Superintendent. He acts as a link between the administrative team and the Principal.
- Department Council functions at the micro level in reviewing and implementing the academic policies and decisions in decentralised manner.
- Students' Union, democratically elected body of students, actively contributes to the curricular and co-curricular activities of the college.
- The Alumni Association plays an important role in helping to shape the future of our college by representing the views of its members, and contributing to the academic and infrastructural development of the institution
- The Parent Teacher Association takes an active part in the governance of the activities in the campus. Parent

representatives from each class constitute the Representative Council of the PTA. The Executive Committee of PTA is formed from the Representative Council.

File Description	Documents
Paste link for additional information	<a href="https://marymathacollege.ac.in/about/administration">https://marymathacollege.ac.in/about/administration</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The strategic plan was prepared through a series of 5-tier guided discussions and workshops with the (i) Departments (ii) College Council (iii) Parents and neighbouring community (iv) Experts at the University/ Institutions and (v) the Governing body. The Strategic Plan discussions were mainly based on the feed backs of NAAC accreditation visits of cycle III and on the SWOC analysis results. The College has envisioned a Short-Term Institutional Perspective Plan (2019 - 2024) and a Long-Term Institutional Perspective Plan (Vision 2030) to serve as a guide to navigate challenges, seize opportunities and achieve its vision and mission.

The Short Term Institutional Perspective Plan focuses on key objectives and strategies that we aim to achieve by 2024. This plan is designed to address the immediate challenges and opportunities of the institution while aligning with the long term vision and goals. The Long Term Institutional Perspective Plan the college is a roadmap that serves as a guide for decision making and resource allocation. It shall help the institution navigate challenges, seize opportunities and achieve its vision and mission for the betterment of the society. The College has envisioned the Long Term Institutional Perspective Plan in line with NEP 2020 to ensure a transformative and inclusive education system.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://marymathacollege.ac.in/igac/igac-documents">https://marymathacollege.ac.in/igac/igac-documents</a>
Upload any additional information	<a href="#">View File</a>

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The efficient functioning of the College is ensured through participatory and decentralized mode of operations. The Institution has a structured system to ensure proper planning and implementation of academic and administrative policies. The important administrative bodies and positions are: The Board of Governors (BoG), the Manager of the College, the Associate Manager, the Principal, the College, the Heads of the Departments and the Department Council, students' union, alumni, College Office and the PTA. The College adheres to UGC Regulations, Kannur University Statutes and Kerala Service Rules to ensure transparency in matters concerning recruitment, probation and promotion. The policies of the College are framed after identifying the necessary requirements depending on factors like the vision and mission of the institution and the existing rules and regulations of the Government and the University. The Institution prepares its strategic plan in accordance with the Vision and Mission of the college and deploys its personnel for the implementation of the same. The College has envisioned a Short-Term Strategic Plan (2019- 2024) and a Long-Term Strategic Plan: Vision 2030 to serve as a guide to navigate challenges, seize opportunities and achieve its vision and mission for the betterment of the society.

File Description	Documents
Paste link for additional information	<a href="https://marymathacollege.ac.in/about/administration">https://marymathacollege.ac.in/about/administration</a>
Link to Organogram of the Institution webpage	<a href="https://marymathacollege.ac.in/organogram">https://marymathacollege.ac.in/organogram</a>
Upload any additional information	<a href="#">View File</a>

<b>6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination</b>	<b>A. All of the above</b>
File Description	Documents
ERP (Enterprise Resource Planning)Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>
<b>6.3 - Faculty Empowerment Strategies</b>	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p>The management acknowledges the dedication and strong work ethic of both teaching and administrative staff through various benefits and opportunities:</p> <ul style="list-style-type: none"> <li>• Professional development opportunities for teaching staff, including short-term courses, refresher programs, and orientation sessions</li> <li>• Training for non-teaching staff in computer literacy and administrative skills</li> <li>• Various leave options, including maternity, paternity, earned, and medical leave, in line with UGC and State Government regulations</li> <li>• Group insurance coverage for employees</li> <li>• Benefits such as Provident Fund (PF), House Rent Allowance (HRA), General Life Insurance Scheme (GLIS), State Life Insurance (SLI), and Medical Insurance (MEDISEP)</li> <li>• Access to on-campus canteen services at discounted prices</li> <li>• Free access to gym, indoor and outdoor stadium, and recreation area</li> <li>• Well-furnished staff quarters</li> <li>• Annual picnics, festival celebrations, and staff meetings</li> <li>• Short- and long-term loans available under the Staff Benefit Scheme (SBS)</li> <li>• Subsistence payments provided to contract and guest faculty</li> <li>• Recognition of staff achievements through special events and</li> </ul>	

**honors**

File Description	Documents
Paste link for additional information	<a href="https://ssr.marymathacollege.ac.in/naac/criterion6/6.3.1/Effective%20Welfare%20Measures%20for%20Teaching%20and%20non-teaching%20staff.pdf">https://ssr.marymathacollege.ac.in/naac/criterion6/6.3.1/Effective%20Welfare%20Measures%20for%20Teaching%20and%20non-teaching%20staff.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year****6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year****6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

5

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

#### 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

15

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution strongly emphasizes monitoring and improving the performance of both teaching and administrative staff. All staff members are required to submit an annual performance appraisal form, which is meticulously reviewed by the HoD, IQAC Coordinator,

and the Principal. Faculty members are also evaluated through a structured student feedback system. At the end of each semester, students provide feedback on their teachers who taught them courses. Counseling skills and their effectiveness in teaching and communicating with advanced, average, and slow learners are evaluated. Common observations from this feedback are shared with the concerned faculty during department council meetings, where constructive suggestions for improvement are provided. A comprehensive report is then forwarded to the Principal through the respective HoDs.

The appraisal system adheres to UGC norms, and promotions for aided faculty are determined based on the Annual Performance Assessment Report (APAR). Contractual Assistant Professors receive salary increments based on their performance. To ensure continuous professional growth, teachers' work-done reports are regularly verified. Administrative staff performance is monitored, and periodic training sessions are organized to enhance their skills and efficiency. The institution actively supports its staff in staying updated with advancements in their respective fields, fostering a culture of excellence and growth.

File Description	Documents
Paste link for additional information	<a href="https://marymathacollege.ac.in/notice-board/downloads">https://marymathacollege.ac.in/notice-board/downloads</a>
Upload any additional information	<a href="#">View File</a>

#### **6.4 - Financial Management and Resource Mobilization**

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution has implemented a structured mechanism to ensure efficient allocation and utilization of financial resources. Committees are strategically formed to oversee fund mobilization and administration from diverse sources, including the Government, UGC, NGOs, Management, and benefactors. The Board of Management plays a pivotal role in framing the institution's economic

policies, while the Bursar monitors fund mobilization and usage. To foster participatory management, faculty members are entrusted with responsibilities in NSS, NCC, UBA, Registered Clubs and Cells, WWS, SSP, RUSA Projects, and extension activities. These funds are allocated for infrastructure development, research, student welfare, academic support, faculty development, and salary disbursement.

Key committees streamline financial processes:

- Infrastructure Development Committee: Prepares annual budgets and plans, comprising the Bursar, Principal, IQAC Coordinator, and others.
- Purchase Committee: Oversees procurement and fund allocation for approved projects, led by the Principal.
- RUSA Project Committee: Manages financial planning and execution of RUSA initiatives.

Both internal and external auditing ensure transparency and compliance. Internal audits are overseen by the Principal, while external audits are conducted by government departments, Chartered Accountants, and the AG's Office. These audits verify financial transactions, ensuring accountability and maintaining the institution's financial integrity.

File Description	Documents
Paste link for additional information	<a href="https://marymathacollege.ac.in/public/img/policy/Finance%20Policy.pdf">https://marymathacollege.ac.in/public/img/policy/Finance%20Policy.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### **6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**

##### **6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

9.58020

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

## 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution's management has implemented a comprehensive resource mobilization policy to ensure the effective mobilization and optimal allocation of resources. This policy plays a crucial role in supporting the ongoing infrastructure upgrades, maintenance, and the continuous enhancement of learning resources. In response to evolving institutional needs, the management actively seeks funds from various sources, including state and central government programs, Parent-Teacher Association (PTA) contributions, benefactors, and other key stakeholders. These diverse funding avenues demonstrate a collaborative approach toward resource generation.

The institution's governance structure ensures efficient utilization and monitoring of these resources. The Governing Body oversees the overall functioning of the institution and is supported by committees such as the Management Committee, Education Committee, College Council, PTA Executive Committee, and Alumni Executive Committee. This collaborative framework facilitates strategic decision-making and fosters accountability. Financial transactions are managed by the Bursar, who is assisted by the Superintendent and an administrative team.

Over the years, the institution has successfully secured funding for numerous projects supported by the University Grants Commission (UGC) and other agencies. Additionally, funds generated from the IGNOU study center, Distance Learning Centre, and other agencies are judiciously utilized to enhance institutional facilities. This multi-faceted approach ensures the institution's steady growth and its ability to meet academic and infrastructural demands effectively.

File Description	Documents
Paste link for additional information	<a href="https://marymathacollege.ac.in/policies">https://marymathacollege.ac.in/policies</a>
Upload any additional information	<a href="#">View File</a>

## 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

The IQAC of our college plays a key role in ensuring quality assurance through its initiatives during the academic year 2023-24:

- Maintains databases for students, teachers, and administrative staff.
- Organizes workshops/webinars for academic staff.
- Facilitates adherence to OBE norms among faculty.
- Conducts orientation programs for effective implementation of FYUGP.
- Provides training for non-teaching staff to ensure smooth administration and finances.
- Advises management on staff and student welfare plans.
- Conducts Dheeksharambh Student Induction Program for first-year students.
- Coordinates programs with the Police department and other agencies for students and parents.
- Tracks curricular, co-curricular, and extracurricular activities.
- Directs clubs/departments to prepare year plans with quality inputs.
- Coordinates IPR and Research Methodology webinars.
- Facilitates MOUs with reputed agencies.
- Organizes finishing school programs in departments.
- Enriches curriculum with certificate courses/add-on programs.
- Coordinates bridge courses and remedial teaching.
- Implements and monitors best practices.
- Monitors extension activities and skill development programs.
- Organizes events for national days and social causes like gender equity and women empowerment.
- Tracks student progression to higher education and

placements.

- Monitors scholarships, faculty appraisals, and feedback.
- Conducts academic, administrative, and green audits.
- Provides inputs for infrastructure and IT upgrades, including website and LMS enhancements.

File Description	Documents
Paste link for additional information	<a href="https://marymathacollege.ac.in/igac/home">https://marymathacollege.ac.in/igac/home</a>
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The academic calendar for 2023 - 24 was scheduled by IQAC at the start of the year with ample time frame for the regular teaching-learning process as well as to accommodate the various events like seminar, workshops, cultural activities etc. Classroom functioning and performance of the faculty on desired outcomes are facilitated and evaluated through ensuring monthly submission of teachers diary. IQAC consistently monitors the performance of the students through continuous evaluation comprising of class tests, assignments, group discussions and seminar presentation. Question bank is provided in the college website for university exam preparation. Students' grievances are redressed promptly. Remedial classes are arranged for weak students. Students' performance after the announcement of their semester results are analyzed regularly. IQAC coordinates the institutional feedback system. The regular evaluation of the teachers by the students, feedback on teaching methodologies, course delivery, attitude, strengths and weaknesses, difficulties faced in the subject give a clear idea about the problems faced by the students. Principal and management also monitor the feedback system and takes appropriate corrective actions. IQAC has been instrumental in ensuring quality sustenance and enhancement through incremental improvement in various activities.

File Description	Documents
Paste link for additional information	<a href="https://marymathacollege.ac.in/igac/home">https://marymathacollege.ac.in/igac/home</a>
Upload any additional information	<a href="#">View File</a>

<b>6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)</b>	<b>A. All of the above</b>
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File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://marymathacollege.ac.in/igac/reports">https://marymathacollege.ac.in/igac/reports</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

#### 7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Mary Matha Arts and Science College is dedicated to fostering gender equality and inclusivity. Our policies and action plans ensure equal opportunities for men and women, promoting a supportive environment where everyone can thrive and contribute to community development. The college emphasizes equitable representation in decision-making and administration, championing inclusivity across the academic community.

#### Key Gender Equity Initiatives

##### Policies and Audits:

- Gender Equity Policies
- Internal Complaints Mechanism
- Anti-Sexual Harassment and Anti-Ragging Policies

- Mentoring and Counseling Policies
- Regular Gender Audits to assess and improve initiatives

Sensitization Action Plan:

- Annual gender sensitization updates

Curriculum Integration:

- 28 gender-focused courses for undergraduate students
- Gender-based projects

Co-Curricular Activities:

- Equal participation in sports, arts, clubs, and college elections
- Inclusive NCC/ NSS enrollment
- Gender issue seminars and workshops

Committees

- Women's Cell
- Internal Complaints and Anti-Ragging Committees
- Mentoring and Gender Justice Committees

Special Facilities for Women

- Security services, counseling, hostel facilities, and rest rooms
- Sanitary pad vending machines, incinerators, and on-call ambulance
- Gender-neutral uniforms for PG students

File Description	Documents
Annual gender sensitization action plan	<a href="https://ssr.marymathacollege.ac.in/naac/aqar23_24/criterion7/7.1.1%20Annual%20Gender%20Sensitization%20Action%20Plan.pdf">https://ssr.marymathacollege.ac.in/naac/aqar23_24/criterion7/7.1.1%20Annual%20Gender%20Sensitization%20Action%20Plan.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://ssr.marymathacollege.ac.in/naac/aqar23_24/criterion7/7.1.1%20Specific%20facilities%20for%20women.pdf">https://ssr.marymathacollege.ac.in/naac/aqar23_24/criterion7/7.1.1%20Specific%20facilities%20for%20women.pdf</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management**

**The institution has implemented effective waste management systems to ensure sustainability and environmental responsibility.**

**Source Segregation is practiced through color-coded bins for degradable and non-degradable waste. Biodegradable waste, including kitchen waste, is utilized for biogas production, supporting gardening and vegetable cultivation. Non-degradable items such as plastic and glass bottles are collected and sold to scrap collectors, promoting recycling and reducing environmental impact.**

**In line with Eco-Friendly Practices, single-use plastics are banned on campus, encouraging eco-friendly alternatives. Sanitary waste is managed using incinerators in ladies' toilets, ensuring safe disposal of sanitary napkins.**

Electronic Waste Management includes the periodic collection and sale of e-waste to vendors, fostering responsible disposal. Liquid Waste Management involves the efficient disposal of waste through concealed pipelines, with hazardous laboratory waste treated and transported securely.

The institution minimizes chemical usage in its Chemistry Lab, ensuring proper treatment and disposal of effluents. Biomedical waste, such as used masks, is safely incinerated, particularly post-COVID-19.

The Haritha Karma Sena collects non-biodegradable waste from the college to shredding units for recycling.

Community Engagement includes collaboration with schools, donating computers, and conducting awareness programs to promote responsible waste disposal.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="https://ssr.marymathacollege.ac.in/naac/aqar23_24/criterion7/7.1.3%20geo%20tagged%20photo.pdf">https://ssr.marymathacollege.ac.in/naac/aqar23_24/criterion7/7.1.3%20geo%20tagged%20photo.pdf</a>
Any other relevant information	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for**

A. Any 4 or All of the above

greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies**

A. Any 4 or all of the above

of reading material, screen	reading
File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).	
<p>Prime focus of the institution is to inculcate cultural, regional, linguistic, and communal values among the student community hailing from diverse backgrounds. The institution creates an environment for imparting values by celebrating all important festivals. Programmes are organized on national integration, art and culture, festivities and traditions. Admissions are done on an inclusive basis incorporating SC, ST, differently abled, and backward communities. Student induction programme for freshers helps to overcome regional, social and cultural differences among students. The committees constituted in the campus like Grievance Redressal Cell, Anti Sexual Harassment Cell, Internal Complaints Committee, Committee for Gender Justice, Discipline Committee, and Anti-Ragging Cell ensure justice, equality and inclusiveness in the campus. The College has an inclusive curriculum with topics related to human rights, peace, tolerance, compassion, harmony, and promotion of social values, awareness on environment protection and ethics. Institution offers scholarships and fee concessions for deserving students at various levels. Divyangjan-friendly infrastructure, visit and support to social welfare centres, old age homes and extension activities in tribal villages are other initiatives for providing inclusive environment. Gender inclusiveness is ensured in academic and administrative positions and in committees.</p>	

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The College aims to instill awareness of social responsibilities and encourage active participation in building social order. It emphasizes sensitizing students and staff to Constitutional duties, with daily national anthem recitation and respect for national symbols and leaders. The celebration of important national days, alongside talks and competitions, fosters patriotism and socialism. Various clubs play a key role in promoting constitutional values, such as socialism and harmony, through activities like the common recitation of the National Pledge, which nurtures national spirit.

Teachers actively participate as presiding and polling officers in local, state, and national elections, with students volunteering and voting. The college union election fosters leadership skills and social responsibility. The Certificate Course on the Indian Constitution and relevant course syllabi further raise awareness of constitutional values.

The institution celebrates festivals from all religions, promoting secularism and communal harmony. Observing national days reinforces national integration, celebrates achievements, and fosters unity. Various events like seminars, awareness classes, street plays, exhibitions, rallies, competitions, and cultural programs are organized by clubs and departments, helping students grow into value-driven individuals and promoting social harmony and national cohesion.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<p><b>7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized</b></p>	<p><b>A. All of the above</b></p>								
<table border="1"> <thead> <tr> <th data-bbox="86 698 529 757">File Description</th> <th data-bbox="545 698 1436 757">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 766 529 824">Code of ethics policy document</td> <td data-bbox="545 766 1436 824"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 833 529 1115">Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims</td> <td data-bbox="545 833 1436 1115"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 1124 529 1182">Any other relevant information</td> <td data-bbox="545 1124 1436 1182"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Code of ethics policy document	<a href="#">View File</a>	Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>	Any other relevant information	<a href="#">View File</a>	
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Any other relevant information	<a href="#">View File</a>								
<p><b>7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals</b></p>	<p>The institution commemorates national and international days with great enthusiasm and fervor, upholding its holistic vision. It maintains its tradition of celebrating these important days every year. This aims to ensure that the institution's stakeholders understand the value of various important days, transcending caste and religion. This knowledge will help students become value-based individuals. We observe national days to promote national integration, foster harmony, and celebrate and reinforce humanity's achievements. Seminars, talks, awareness classes, street plays, flash mobs, exhibitions, rallies, pledge-taking ceremonies, competitions, cultural programs, and group discussions are some of the ways we celebrate these important events. The institution celebrates these days to make students more eco-friendly, instill patriotism and nationalism in young minds, and impart the significance of sound health. By celebrating various national festivals, the institution transcends cultural, linguistic, and geographical barriers. International Day of the Girl Child, International Women's Day, and International Day of</p>								

Women and Girls in Science are observed to foreground and empower women in society.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

### Best Practice 1: PEN-R (Project on Empowerment through News Reading)

**Objective:** PEN-R aims to empower students, particularly first-generation graduates from Wayanad, by improving English proficiency, broadening social awareness, and fostering critical thinking through news reading.

**Practice:** PEN-R includes activities such as daily newspaper circulation, morning news reading sessions, news compilation, television news displays, and departmental programs. These initiatives help students stay informed on global and local issues, develop critical thinking, and enhance communication skills.

**Evidence of Success:** PEN-R has led to increased student engagement with current affairs, improved communication, and a heightened awareness of social issues. Students report greater confidence in public speaking and discussions on contemporary topics, demonstrating a deeper ability to analyze news stories critically.

### Best Practice 2: Green Campus - Greening Humans

**Objective:** The Green Campus initiative promotes environmental sustainability, educates students on ecological preservation, and encourages civic responsibility towards nature.

**Practice:** This includes maintaining a department garden,

organizing campus cleaning drives, installing plastic collection kiosks, and launching clean water projects and engaging the campus community in environmental efforts.

**Evidence of Success:** The initiative has fostered environmental awareness, resulting in a cleaner campus and a functioning department garden. Students are actively involved in sustainability efforts both on and off-campus.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.3 - Institutional Distinctiveness**

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Mary Matha Arts & Science College, located in the serene district of Wayanad, is a beacon of empowerment for local youth. With a strong focus on skill development and holistic education, the college offers a variety of academic programs to prepare students for the competitive world.

The college excels in fostering industry linkages, providing opportunities for internships, training, and placements, while also creating an inclusive environment through scholarships and mentorship programs. A standout feature is its NCC Units, which include both Naval and Army divisions. The college is the only institution affiliated to Kannur University which hosts a Naval NCC unit offering students unique opportunities to develop discipline, leadership, and responsibility.

Mary Matha also houses an IGNOU Study Center, allowing students access to higher education and global opportunities. Additionally, it serves as the exclusive venue for OET exams in Wayanad enhancing career prospects, especially in the healthcare sector.

The college's commitment to skill enhancement, leadership training, social responsibility, and sustainability creates an inclusive environment that equips Wayanad's youth for diverse job opportunities, making it a key institution for fostering growth, responsibility, and career readiness in the region.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

1. **Research Projects:** Submit applications for research grants to promote faculty and student research.
2. **Seminars on Research Opportunities:** Organize seminars to explore research methodologies, funding opportunities, and their significance in academia and industry.
3. **Student Orientation Programs:** Conduct sessions for students to familiarize them with academic expectations and campus resources.
4. **Skill Development Programs:** Offer workshops and short-term courses to enhance career-ready skills such as communication, leadership, and digital literacy.
5. **Placement Drives:** Organize campus recruitment drives for students to secure internships and full-time positions.
6. **FYUGP Orientation:** Guide first-year students on the curriculum, academic integrity, and holistic development.
7. **Outreach Programs:** Conduct outreach to nearby schools and colleges to share information on academic programs and career opportunities.
8. **College-Level Fest:** Host cultural and academic fests to promote creativity, teamwork, and student involvement.
9. **Swayam Programs:** Encourage faculty and students to enroll in online courses for continuous learning.
10. **Alumni Engagement:** Engage alumni to provide career guidance and motivation to current students.
11. **Sustainability Initiatives:** Expand green campus efforts of the institution.
12. **Industry Collaborations:** Forge new partnerships for internships and collaborative projects.
13. **Entrepreneurship Hub:** Set up a platform for aspiring entrepreneurs with mentorship and startup guidance.
14. **Mental Health Initiatives:** Organize workshops and counseling sessions to support student well-being.