



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

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| 1.Name of the Institution | | St. Mary's College (Autonomous), Thrissur |
| • Name of the Head of the institution | Dr.Sr. Beena T .L | |
| • Designation | Principal | |
| • Does the institution function from its own campus? | Yes | |
| • Phone no./Alternate phone no. | 0487 2333485 | |
| • Mobile no | 9446513485 | |
| • Registered e-mail | smctsr@gmail.com | |
| • Alternate e-mail | iqac@smctsr.ac.in | |
| • Address | College Road, Thrissur - 680020, Kerala State | |
| • City/Town | Thrissur | |
| • State/UT | Kerala | |
| • Pin Code | 680020 | |
| 2.Institutional status | | |
| • Affiliated /Constituent | Affiliated | |
| • Type of Institution | Women | |
| • Location | Urban | |

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| • Financial Status | UGC 2f and 12(B) |
| • Name of the Affiliating University | University of Calicut |
| • Name of the IQAC Coordinator | Dr. Dalie Dominic A |
| • Phone No. | 04872333485 |
| • Alternate phone No. | 9846177755 |
| • Mobile | 9846177755 |
| • IQAC e-mail address | iqac@smctsr.ac.in, smctsr@gmail.com |
| • Alternate Email address | dalie.dominic.a@smctsr.ac.in |
| 3.Website address (Web link of the AQAR (Previous Academic Year) | https://www.smctsr.ac.in/admin/uploads/report/470/report.pdf |
| 4.Whether Academic Calendar prepared during the year? | Yes |
| • if yes, whether it is uploaded in the Institutional website Web link: | https://www.smctsr.ac.in/admin/uploads/report/472/report.pdf |

5.Accreditation Details

| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
|---------|-------|-------|-----------------------|---------------|-------------|
| Cycle 1 | B+ | 78.30 | 2004 | 04/11/2004 | 03/11/2009 |
| Cycle 2 | A | 3.02 | 2010 | 28/03/2010 | 27/03/2015 |
| Cycle 3 | A | 3.3 | 2015 | 01/05/2015 | 30/04/2020 |
| Cycle 4 | A+ | 3.41 | 2022 | 04/01/2022 | 31/12/2029 |

6.Date of Establishment of IQAC

15/02/2005

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 |
|---|-----------------------------------|-----------------|-----------------------------|-----------|
| Institution | RUSA | Central & State | 2023,365 | 3,641,803 |
| Institution | KSCACS | Govt of Kerala | 2023,365 | 9000 |
| Institutional 1 | Kerala Startup Mission under RINP | Govt of Kerala | 2023,365 | 50000 |
| 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 | | | 9 | |
| • 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) | | | | |
| Conferment of Autonomous Status by UGC, AICTE Recognition- BBA & BCA Programs | | | | |
| Preliminary Orientations and Training programs conducted for introducing new Calicut University Four Year Under Graduate Program from the academic year 2024-25 | | | | |

| Conducted Vigyan Marg -Open Day, Deeksharambh, Organized events by NEP Saarathi | |
|--|---|
| MoU's signed with Institutions, Initiated startups, product development and patent registrations, Run MOOC Courses on SWAYAM Platform | |
| Feedback analysis done | |
| 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 |
| Inculcate Research aptitude and enhance analytical skills in students | Power Point Presentation Competitions, Spectrum 2023 was organised for UG students on 22/01/2024, Paper Presentation Competitions Ignite 2023 was organized for PG students on 23/11/2023 |
| Student Capability Enhancement Programme | Skill Enhancement, Value added and Certificate Programmes for developing subject/ general skills and employability for UG and PG students was conducted. Training in communication skills, life skill and entrepreneurship and internship programs were provided to facilitate employability. Finishing school program FLAIR was also conducted |
| Feedbacks | Analyzed and provided suggestions on Student Feedback on Institution and Curriculum, Parent Feedback on Institution and Curriculum, Faculty Feedback on Curriculum, Alumnae Feedback on Curriculum |
| Awareness on NEP and Four year UG Program to the schools and public | Online orientation was conducted on Four year UG Program on 29/4/24, Through extensive NEP Awareness campaign- 'Focus' faculty visited 152 Higher |

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| | Secondary Schools, 70 Akshaya and Janaseva Centres and oriented School teachers, Students and the public on the new FYUGP program, admission procedures, course details, career and placement opportunities. |
| Congratulate Outstanding achievers | Toppers Day 2023-24 was conducted on 20/10/2023, Prathibha Day was conducted on 29/2/2024 |
| Entry Level Competencies | Conducted Graduate Aptitude Test for PG students 01-13/10/2023 and Entry Level Test for UG students 13/10/2023 |
| Promote Women Empowerment-Woman of Merit- Mahitha Award ceremony | Mahitha Award 2023 was awarded to Smt. Uma Preman, a distinguished Social Worker and the Founder of Santhi Medical Information Center (SMIC), on 07/10/2023 |
| Open Day- Awareness on Opportunities for Higher education | In collaboration with The Office of Deputy Director of Collegiate Education, conducted 'Vigyan Maarg', a Multi-Disciplinary Higher Education Expo on 29/11/2023, More than 600 students from nearby schools visited the college and learnt about the current opportunities in higher education. |
| Orientation for new entrants | Organized "Genesis 23" invocation for the 2023-24 Batch UG and PG new entrants on 1/8/202, Organized ,Deeksharambh Headstart - 2023 on 16/8/2023 and Organized Snapshot - Multidisciplinary Foundation Course on 07, 08, 11 and 21 August 2023 |
| Promoting Entrepreneurial | Conducted Marian Monsoon Fest |

| | |
|---|--|
| skills | 2023 on 22nd and 23rd of August, 2023, Campus Bazar, Commerce Fest, Cultural Fest, Tech Fest, Management Fest . Product development and product launch, Start up training, Product expos and sale by various departments and Cells were conducted. |
| Digitization of Teaching -Learning and Distant and Online Education | Purchased new ERP, conducted orientation and Professional development programs for Teaching and Administrative Staff for the introduction of ERP with functioning LMS, SWAYAM MOOC Courses developed by the faculty were re-run on SWAYAM Platform, Students attended MOOC Courses and Online Certificate courses. |
| Collaborations to improve Academic performance | 93 Linkages and 28 MoU'S were signed to enhance Student skills, Academic Performance and for research Promotion. |
| Faculty Development Program | Organized a Training for IQAC on 25/9/23 on Accreditation and Assessment, Conducted a Two day Orientation for staff on Mentoring life 1-2/12/23 and 16/12/23 |
| Quality Assurance Activities | Seminar on Innovations in Undergraduate Curriculum Framework in the Context of NEP on 31/7/ 2023. A State level One Day seminar on Convolutional Neural Network on 29/9/2023. One- day workshop titled Profile Creation on 10/10/2023, Street Theatre Workshop on 14/10/2023. Workshop on Branding Professional Identity on 18/10/ 2023. Training for IQAC on Accreditation and Assessment, Conducted an International |

| | |
|---------------------------------|--|
| | <p>Seminar on Mechanical Universe - Perspectives of God & Isaac Newton on 10/11/23. 4-day training Programme, One Touch and One Design : Empowering Entrepreneurs in connection with International Youth Skill Day on 24/7/23. One day State level Seminar on Fundamentals of Research Methodology on 27/11/23, Two day orientation for staff on Mentoring life on 1-2/12/23 and 16/12/23. International Human Rights Day on 11/12/2023, Campus Recruitment Drive on 15/01/2024, Non-Teaching Staff Day on 23/1/2023. Organized XIth Sr. Dr. Rani George Endowment International Seminar titled Exploring Synergies for a Greener Tomorrow on 5/2/2024. Talk on Recent Advances in Gynecologic Cancers on 19/02/2024, Professional Development Workshop on Computer skills (TechSHE : phase 2), on 18/3/2024 for Ministerial staff, Seminar on Generative AI on 18/3/2024 and Internal Academic Audit 2023-24 15,18/03/2024</p> |
| Promote faculty achievements | <p>Faculty who received awards and excelled in academic performances were rewarded for their achievement</p> |
| Community Engagement activities | <p>Heath camps, Panchayath Developmant Activities, Community Training Programs on Azolla Cultivation, Election ID Enrollment Campaign, Marian Happiness Centre, Extension Activities, Social Awareness Programs were regularly conducted and awards for</p> |

| | extension was received for various initiatives. | | | | |
|---|--|------|--------------------|-----------------|------------|
| Alumnae engagement | Alumnae lecture series, Training, orientations and extension activities are regularly conducted by the Alumnae | | | | |
| Sustainable practices | Day celebrations, conservation programs, collaborative programs with various organisations, national seminars, planting trees, orientation programs towards net zero are regularly conducted. Institution is a Logistic partner of WWF | | | | |
| IKS | Training programs and orientation sessions on indian knowledge systems are conducted by various departments. International Folklore Film fest, Orientation on Indigenous plants, Ayurveda, Startups on Ayurvedic based formulations have been initiated. | | | | |
| Competitive Exam Coaching, Career guidance programm | 31 activities were conducted | | | | |
| 13. Whether the AQAR was placed before statutory body? | Yes | | | | |
| <ul style="list-style-type: none"> Name of the statutory body | | | | | |
| <table> <tr> <th>Name</th><th>Date of meeting(s)</th></tr> <tr> <td>Council Meeting</td><td>10/06/2024</td></tr> </table> | | Name | Date of meeting(s) | Council Meeting | 10/06/2024 |
| Name | Date of meeting(s) | | | | |
| Council Meeting | 10/06/2024 | | | | |
| 14. Whether institutional data submitted to AISHE | | | | | |
| <table> <tr> <th>Year</th><th>Date of Submission</th></tr> <tr> <td>2022-23</td><td>18/03/2024</td></tr> </table> | | Year | Date of Submission | 2022-23 | 18/03/2024 |
| Year | Date of Submission | | | | |
| 2022-23 | 18/03/2024 | | | | |

15.Multidisciplinary / interdisciplinary

According to the NEP 2020, multidisciplinary education will assist pupils achieve their highest potential and develop holistically. The overall development of young women is the main focus of our organization. The organization has consistently created strategies that consider the demands of the various time periods in order to accomplish this goal. As a result, the fragmentation of higher education has been reduced by the timely addition of numerous extracurricular activities, courses, research projects, and community service initiatives. Students have a range of possibilities to acquire courses from other fields and can expand their knowledge by enrolling in Open, Elective, and Complementary courses. Audit courses in Human rights, Gender studies, Environment studies, and Disaster management are offered to UG students. These courses create awareness on the fundamental responsibilities of the students. Skill, Certificate and Value added courses and Value education course are provided for all UG students. Science and the humanities are integrated in the Skill, Certificate and Value-added courses. It aids pupils in gaining novel skills. Real-world knowledge is provided through projects and internships, both within and beyond the curriculum. The institution places a strong emphasis on collaborative programs. Students gain an understanding of current concerns, learn how to find solutions, and gain insight into the needs of the professional world through these connections and collaborative endeavors with academic bodies and industries. Research culture is fostered by research funds from the DST, KSCSTE, UBA, and industries. The institution's Multidisciplinary Research Endeavor, MCAR is actively involved in collaborative research focusing on finding solutions to society's needs. The research facility's main goal was to bridge the gap between academia and society by organizing and carrying out Multidisciplinary research projects that advance science in modern society. It coordinates and conduct Interdisciplinary Research promoting Science into day today life, as every department aims to consider the social context in order to develop innovative solutions. The research focus in conjunction with the research center enables redesigning community development. Dr Deepa has complied a start up project of 3 lakhs, faculty have been awarded patents for research outtputs. The extensive extension activities that are carried out transcend subject discipline boundaries and promote humanistic values. One NCC unit and two NSS units work together to foster a sense of social commitment. Students inner potential is inspired and kindled by discussions, debates, competitions on various current affairs held by various associations, clubs, cells, and forums, as well as by the observation of various days of relevance. Activities both inside and

outside of the classroom are used to foster artistic abilities. We also intent to introduce new Multidisciplinary foundation course, Skill ,ASAP and Certificate courses.

16.Academic bank of credits (ABC):

An Academic Bank of Credit (ABC) would be good for the students allowing for flexibility. Students would greatly benefit as for the capacity to enter and exit multiple times. The B Voc courses Software Development, Multimedia and Applied Biotechnology of the institution already offers an option multimedia exit . In the other programs this would be implemented in accordance with government and University directives. According to University regulations UG and PG programmes have Audit courses and students get extra credits for participating in NCC, NSS etc. Currently the institution has established MoU's for research, entrepreneurship development, internship, on the job training and other academic activities. Faculty design their own curriculum and methodology within the approved framework. Emphasis is given for incorporating skill development components. Faculty have also designed curriculum and developed 5 MOOC courses on the SWAYAM portal .Students also are motivated for joining the online courses. The introduction to MOOC Platforms would enable for transfer of credits in near future.

17.Skill development:

The development of Vocational capacities goes hand-in-hand with the academics. The NEP 2020 aims to integrate vocational education programmes into mainstream education. The institution has given much importance to Vocational Studies during the past years and since 2014 is providing the B Voc Software Development and B Voc Multimedia. New Programmes in B Voc and M Voc Applied Biotechnology has been introduced in 2020. Through these programmes Internship, Field project, Hands on training, On-site training, Research on Company organisations, Site visits are conducted to mould students to become efficient in profession. In addition to these programmes internship is an important component of MScPsychology and MSc Microbiology. Through all these programs students can directly enter into professional service. Vocational components exist for every program as the Projects are mandatory for all the UG and PG programmes and most of the departments conduct Field visits and Industrial visits. Through these practical learning and skill development is ensured. Fostering and updating skills for employability is an important component insisted by the institution. The College has rescheduled and extended its working hours by an hour to provide the students the opportunity to partake in various Certificate course since 2009. To keep pace with the requirements of

the industry, service and academia, Skill Enhancement Courses and Certificate Courses are designed by the departments to help the students to acquire additional skills and enhance their employability. Workshop on Hands on training is provided for students of different departments and neighbourhood institutions by the various departments through services of industry veterans and master craft persons. Incubation hubs on development and production of Organic fertilizer, Microbial consortium, Innovative Wound healing material, Mushroom and Fish culture, Agri-nursery, rare endangered plant house, Butterfly garden setting, tailoring classes, platform for Software and Web development application cater to the students first-hand experience. The Entrepreneurship Development Club and the Annual Marian Monsoon fest which emphasizes on production and sale of students crafts and other innovative products promotes student entrepreneurship. Institution Innovation Council and innovative courses of ASAP inspires and moulds the youth for innovations. In addition to these, the institution regularly provides platform for development of IT Skills and life skills such as communication, cooperation, teamwork, and resilience through the various seminars, Yoga classes, talks, debates and other activities of Association, Clubs and forums. Students are able to internalize moral principles and Universal human values through the Value education and Ethics course. Day celebration inculcate positivity amongst the learners. The links established with other institutions enables transfer of technological skills and development of research aptitude. Industrial visits, trainings, Meet the eminent programs, Entrepreneurship development programs enhance the capacities of the students. Skill development components are part of every academic program. The College aims to conduct new generation programmes in the years to come.

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

Institution has since its inception has held on to the ancient Indian culture. Field visits and residential rural camps, NSS, Social work camps are regularly conducted in Tribal and Indigenous community to understand the culture and heritage. Historical museum with a number of ancient historical objects is maintained by the History department. A bilingual digitized Butterfly garden and qr coded garden enable identification and deeper understanding of indigenous plants. A good collection of books in vernacular language enrich the library. The institution has students from different parts of the state and country and it takes immense efforts to integrate the different cultures. Students are given opportunities to interact with each other through various programmes. Activities

are organized to uphold the spirit of unity in diversity. Under the initiative Eka Bharat Shrestha Bharat, number of programmes are conducted on the allotted state Himachal Pradesh their language, literature, arts, costume and cuisine. During the Fine arts festival, competitions are conducted in various languages like Hindi, Sanskrit, Malayalam, Tamil, Arabic etc. Competitions are also conducted on different dance forms like Folk, Thiruvathirakali, Oppana, Margamkali, Bharatanatyam, Kuchipudi etc. and drama competitions are also conducted in various Indian languages. Kerala Piravi, Hindi Divas, Basha Divas, Premchand Divas, Ramanujan day are celebrated. Extension talks are also provided for the neighbourhood communities on the relevance of different Indian languages and Indian writing. Faculty are also involved with translation works. Talks and seminars are regularly conducted on ancient Indian culture. Regular visits are conducted to Tribal communities, Historical museums, Heritage institutions and students also participate in Indian classical performances to impart the importance of our culture. We are also planning to integrate curriculum with visits to Epigraphy libraries, institutes of Mural paintings and sculpture art galleries. The students have option to learn Malayalam, Hindi or Sanskrit course according to their choice in their First two years of UG Programme. Faculties provide classes in a bilingual mode both English and Malayalam as it is easier for slow learners to understand the topics. Students are also taught Indian history, Indian culture and Ethnobotany in the various courses

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

Student centric learning is the order of the day and Outcome based Teaching -Learning is designed for maximizing the knowledge and skills of students. An annual curriculum planning is done in the beginning of the year according to University calendar, accordingly the departments set the pedagogies for the year. Though the syllabi of the programmes are designed by University of Calicut, with preset outcomes, College has created various ways to enable students to familiarize and to attain the outcomes. POs, PSOs and COs are displayed in the college website which facilitates the prospective students to have a view while seeking the admission to the programme. POs, PSOs and COs are summarized to the students by the Head of the Department and concerned faculty during the initial week of the programme. The outcomes are displayed on department notice board and a copy with description is given to all the students. Discussions on the outcomes are done periodically by class tutors in the tutorial hours. To realize the outcomes of the programmes, Enrichment and Bridge course are given. Discussion are held to

disseminate on the ways and means to enable to impart the curriculums, so as to achieve all the course outcomes. Teaching plans are discussed and evaluated to impart subject matter and to evaluate the output, so that outcomes will be attained to the maximum. Feedback is collected at the end of the programme to assess to the attainment. Final attainment is evaluated on the basis of end semester examinations. Review of results is done by the faculty to ensure the attainment of prescribed outcome. Level of outcome is classified on basis of grades scored by the student in various courses. Projects are one of the effective means to reach and implement theory into real world scenario. Viva is an integral part of project evaluation. It examines presentation skills, communication skills language proficiency and team work. Internships form a part of curriculum for different programmes. Internships provide work experience, research experience and enables to put theory into practice

20.Distance education/online education:

ICT enabled learning is the highlight of modern day. Recognising this, IQAC had Marian Webisode- where students and faculty can express their academic and co-curricular interests. Hybrid teaching incorporating innovative technologies is regular mode of classroom transaction. Vedios, lectures, virtual tours etc are integrated to the Teaching plan for every course. Smart classrooms, Wi-fi, recorded and online sessions are regularly provided to the students. The teachers website aid additional information on the classroom content. Flipped classrooms, AI Tools, virtual labs and innovative technologies enrich classroom teaching. MOOC courses have been developed by the faculty and is run in the SWAYAM portal. College is an active local chapter of NPTEL SWAYAM. Students also are motivated for joining the online courses. Online platforms like Moodle, YouTube Channels, SWAYAM NPTEL, blogs, Google classrooms, Google Meet, WhatsApp, and Telegram are effectively used by the faculties as modes of transaction of curriculum. E-contents developed by faculties are made available at College Digital Library (D-Space) for students to refer. They utilize our college digital repository for teaching learning process. For eg:- this gives students access to E-Texts, Old Question Papers, Teaching Notes, Faculty Article, Research Papers, Thesis, Palm Leaf Collection etc., Students are introduced to E PG Pathshala, N List, Word Press as additional sources of information related to their curriculum. We are also planning to offer vocational courses through ODL mode in the institution. After the Covid pandemic the institution is providing education incorporating the ICT wherever possible.

Extended Profile

| | | |
|--|---------------------------|-----------|
| 1.Programme | | |
| 1.1 | | 672 |
| Number of courses offered by the institution across all programs during the year | | |
| File Description | | Documents |
| Data Template | View File | |
| 2.Student | | |
| 2.1 | | 2201 |
| Number of students during the year | | |
| File Description | | Documents |
| Institutional Data in Prescribed Format | View File | |
| 2.2 | | 503 |
| Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | | |
| File Description | | Documents |
| Data Template | View File | |
| 2.3 | | 853 |
| Number of outgoing/ final year students during the year | | |
| File Description | | Documents |
| Data Template | View File | |
| 3.Academic | | |
| 3.1 | | 113 |
| Number of full time teachers during the year | | |
| File Description | | Documents |
| Data Template | View File | |
| 3.2 | | 113 |

| Number of sanctioned posts during the year | |
|--|---------------------------|
| File Description | Documents |
| Data Template | View File |
| 4.Institution | |
| 4.1 Total number of Classrooms and Seminar halls | 78 |
| 4.2 Total expenditure excluding salary during the year (INR in lakhs) | 1037.33 |
| 4.3 Total number of computers on campus for academic purposes | 365 |
| Part B | |
| CURRICULAR ASPECTS | |
| 1.1 - Curricular Planning and Implementation | |
| 1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process | |
| <p>St. Mary's College follows the syllabi prescribed by the University of Calicut. An action plan is prepared according to the Academic Calendar set by the University. Annual academic plan is designed and departments prepare their timetable and action plan according to College Calendar. General time table is prepared and departments prepare the time table accordingly. The HoDs divide the syllabus and allot the portions to the respective faculties. Departments plan and discuss constructive strategies for effective curriculum delivery. Each faculty prepares monthly teaching plan. An Orientation is given to the parents and first year students on the opening day. Internal exam is conducted in accordance with rules and regulations of the University. Seminars and assignments are evaluated and assessed. The College enriches its faculty by various training programs in modern teaching pedagogy. Projects and internships within and outside the syllabi are provided. Labs, browsing centres and library facilitate acquisition of in-depth knowledge. Formal and informal feedbacks are obtained from all the stakeholders on different aspects of curriculum and remedial measures are taken. Certificate Courses offered by respective departments help students acquire additional skills and update knowledge to meet global requirements. Seminars,</p> | |

interaction with experts from academia and industry, industrial visits promote quality enhancement.

| File Description | Documents |
|-------------------------------------|---------------------------|
| Upload relevant supporting document | View File |
| Link for Additional information | Nil |

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

An Academic Calendar is prepared by the college based on University Academic Calendar under the supervision of College Council. Each department prepares timetable with reference to the general timetable prepared by Timetable committee. All departments, clubs, cell and forums prepare an action plan and evaluates the activities of previous year. Academic programs envisaged for the academic year include bridge course, invited lectures, workshops, webinars, industrial visits and internships. Internal Exam Committee schedules internal exam and pre notifies dates for submission of question papers, return of valued answer scripts, verification and display of consolidated internal mark sheet on notice board and verification by students before uploading to University website. Changes in internal exam schedule on account of rescheduling of University exam is informed to students as early as possible. College conducts continuous evaluation based on the regulation by the University. The internal assessment tests are conducted once each semester according to the pattern set by University. Internal assessment comprises of oral and written tests, assignments, seminars and classroom interaction. The College functions effectively on basis of academic calendar and any change is approved by College Council and respective Committees.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | https://www.smctsr.ac.in/index.php?m=calendar |

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating

A. All of the above

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

| File Description | Documents |
|--|---------------------------|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | View File |
| Any additional information | View File |

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

28

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Minutes of relevant Academic Council/ BOS meetings | View File |
| Institutional data in prescribed format (Data Template) | View File |

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)

23

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Brochure or any other document relating to Add on /Certificate programs | View File |
| List of Add on /Certificate programs (Data Template) | View File |

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

813

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | View File |

1.3 - Curriculum Enrichment

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

Many courses in the programmes include deliberations on Human Rights, Gender, Professional Ethics, Human values, Environment and Sustainability. Elective courses are chosen in the relevant areas whenever possible. Various courses taught in this period are related to gender, environment, human values and professional ethics. Projects related to the aforesaid concerns are encouraged. Certificate Programmes, Skill Enhancement Courses, ASAP courses and Value added courses orient students towards Professional ethics. Incubation centers nurture innovation, research and entrepreneurial skills. UG students are offered course in Value education certified by Institute of Christian Chair, University of Calicut. One hour is allotted for Value education session every week for UG and PG students. Interaction with eminent women and observance of days of relevance orient students towards contemporary issues. Various gardens, nature camps and field visits help students identify the realities behind environment conservation. Cultural events, talks, debates, discussions by Clubs, Cells and Forums enrich students. Environment Studies, Disaster Management, Human Rights and Gender Studies are offered as the audit course for UG.

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | View File |

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

59

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Programme / Curriculum/ Syllabus of the courses | View File |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | View File |
| MoU's with relevant organizations for these courses, if any | View File |
| Institutional Data in Prescribed Format | View File |

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

909

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | View File |

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students

A. All of the above

| Teachers Employers Alumni | |
|--|---|
| File Description | Documents |
| URL for stakeholder feedback report | https://www.smctsr.ac.in/index.php?m=feedback |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | View File |
| Any additional information | No File Uploaded |
| 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 | No File Uploaded |
| URL for feedback report | https://www.smctsr.ac.in/index.php?m=feedback |
| 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 students admitted during the year | |
| 779 | |
| File Description | Documents |
| Any additional information | View File |
| Institutional data in prescribed format | View File |
| 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 | |

421

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Number of seats filled against seats reserved (Data Template) | View File |

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

Entry level test - Institution conducts Entry Level Examination and Graduate Aptitude Test to assess the learning level of students and to identify advanced learners and slow learners. Scholar Assistance Programme (SAP) - Slow learners are encouraged to overcome their academic drawbacks through measures like simplified notes, personalized attention, remedial teaching, attempting previous question papers and additional classes in. Retests, mock tests and viva are conducted frequently during all semesters Peer Teaching - The peer leaders are selected from among the advanced learners and assigned a group of 4-5 students. Leaders encourage group study and discuss difficult portions with their friends to overcome slow learning. Be with a Scholar (BWS) - Advanced learners gain Online Certificate offered by NPTEL, MOOC etc. Advanced learners are encouraged to attend and present papers in Seminars, Webinars and Workshops. They are also motivated to undertake research projects, join internships and to apply for various fellowships/scholarships and competitive exam. They are entrusted with organizing various programs of the College, conducting exhibitions and preparing question banks. They also prepare e-content and audio notes and share it with slow learners

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://iqac.smctsr.ac.in/docs/aqar_23-24/crit_2/2.2.1/2.2.1.pdf |
| Upload any additional information | View File |

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

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 2188 | 113 |

| File Description | Documents |
|----------------------------|---------------------------|
| Any additional information | View File |

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

We adopt a holistic, student-focused approach to foster independent learning and provide hands-on practical experience. Key highlights of our methodologies include:

- **Experiential Learning:**
 - Industrial visits, field trips, and institution visits offer direct, real-world exposure.
 - Research institution visits help students develop research skills and aptitude.
- **Hands-On Training and Workshops:**
 - Participation in diverse training programs and workshops across institutions enhances practical learning experiences.
- **Academic Engagement and Knowledge Application:**
 - Students review research articles, discuss contemporary economic issues, and present on current economic news.
 - Activities like fish farming, butterfly gardening, and producing items (e.g., soap, hand wash, pain balm) encourage the application of knowledge to real-life problems.
- **Research and Problem-Solving:**
 - Students undertake research projects within and outside the institution to develop critical thinking and problem-solving abilities.
- **Utilization of Digital Resources:**
 - Participation in online courses such as SWAYAM and NPTEL enriches their academic journey.
 - Access to the college's digital repository, including e-texts, old question papers, teaching notes, and research articles, supports extensive learning.
- **ICT-Enabled Learning:**
 - Incorporation of subject extension videos, ICT-enabled talks, and supplementary websites enhances the teaching-learning process.
 - Students create e-content and deliver seminars using

tools like PowerPoint, boosting their presentation and digital literacy skills.

By integrating these strategies, we ensure our students are well-equipped with the skills, knowledge, and experience to succeed in both academic and real-world settings.

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| Link for additional information | https://iqac.smctsr.ac.in/docs/aqar_23-24/crit_1/1.3.2/1.3.2_pro_det.pdf |

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

Our college is dedicated to maintaining educational excellence through technological innovation and adaptable teaching approaches. The campus provides comprehensive digital infrastructure, including:

Technology Resources:

- Spacious and well equipped Computer Labs
- Browsing Centre
- Computer Centre
- Campus-wide Wi-Fi coverage
- 18 smart board-equipped classrooms
- 2 ICT-enabled, air-conditioned seminar halls
- Language Lab for communication skills development

Digital Learning Platforms:

- Fully automated library with KOHA software
- Extensive book and journal collection
- N-List e-book membership
- Daisy Forum for audio books (supporting visually impaired students)

Online Teaching Mechanisms:

- Multiple digital platforms: MOOC, Moodle, YouTube, Coursera
- Faculty-created digital content

- College Digital Library (D-Space)
- Integration of AI tools in teaching-learning processes

The institution is committed to leveraging technology to enhance educational experiences, ensuring students receive contemporary, interactive, and accessible learning opportunities.

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | View File |

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

113

| File Description | Documents |
|--|---------------------------|
| Upload, number of students enrolled and full time teachers on roll | View File |
| Circulars pertaining to assigning mentors to mentees | View File |
| Mentor/mentee ratio | View File |

2.4 - Teacher Profile and Quality

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

113

| File Description | Documents |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | No File Uploaded |
| List of the faculty members authenticated by the Head of HEI | View File |

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****31**

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| 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) | View File |

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****655**

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | View File |

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.

The institution conducts the internal evaluation as per the guidelines provided by the university in a transparent and time bound manner. In order to ensure transparency, the system of internal assessment is communicated during the induction programme and it is available in the college website. In consultation with the College Council, the Internal Examination Committee sets the date for internal examinations and is responsible for seating arrangements, invigilation duty, collection and distribution of question papers and answer sheets. CCTV cameras are installed in the examination halls and in selected class rooms. Results are provided

to the students within 1 week. Absentees or failed students may apply for a retest to the concerned head of the department. The corrected answer scripts are also returned to the students to ensure fairness and transparency in the evaluation process. The students verify the results and sign against their respective marks & the results are displayed on the student notice board and published in the college website for 5 working days before being uploaded to University website. The results are communicated to the parents during the Parents Teachers Meeting. Any grievance related to internal assessment may be forwarded to Internal Exam Grievance Redressal Cell.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | https://www.smctsr.ac.in/index.php?m=evaluation |

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

The college follows strictly the guidelines and rules issued by the University of Calicut while conducting internals and semester-end examinations. This system of evaluation includes a variety of test types such as class tests, presentations, assignments, projects, viva, etc. Teachers inform the students about the pattern of the internal examinations well in advance. The teacher distributes evaluated answer scripts to students, they sign against their respective marks and any clarifications or grievances are addressed by the teacher. The internal marks are displayed on the notice board before being uploaded on the University website. The results of internal assessment are communicated to the parents during the Parents Teachers Meeting. Grievance redressal mechanism for internal assessment exam functions at three levels, Department level, at college level and at University level. In case of any grievance, students may approach the concerned faculty for clarification. Any common grievance relating to internal assessment may be forwarded to Internal Exam Grievance Redressal Cell at College level. Students can also drop their complaints in the complaint box. University examination related grievances like withheld results, mass failures, non-receipt of mark lists and so on are communicated through the Principal to the Controller of Examinations, University of Calicut.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | https://www.smctsr.ac.in/index.php?m=grievance |

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The institution ensures that all program and course outcomes are clearly defined and readily available on its website, providing easy access for both faculty and students. Following an outcome-based education model, the College Council and IQAC have established Program Outcomes (POs), Program Course Outcomes (PCOs), and Course Outcomes (COs) to enhance the learning experience.

Our approach emphasizes shaping students' skills, evaluating their competencies, and aligning them with national standards. Undergraduate program outcomes focus on developing essential life skills, core disciplinary knowledge, and analytical thinking, while encouraging higher education pursuits and professional expression. For postgraduate programs, the outcomes aim to strengthen communication, critical thinking, problem-solving, and subject-specific expertise. They also promote scientific perspectives, interdisciplinary understanding, and contributions to employment and national development.

Program outcomes, program-specific outcomes, and course outcomes are transparently displayed on the institution's website, in the library, and on departmental notice boards. During induction programs, faculty introduce students to these outcomes and the syllabus. Class tutors review syllabi and curricula at the start of each semester, while new faculty are oriented on outcome-based practices. Teaching plans are regularly evaluated, and feedback is gathered to assess and improve outcome attainment.

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | https://www.smctsr.ac.in/index.php?m=outcome |
| Upload COs for all Programmes (exemplars from Glossary) | View File |

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

The institution employs continuous assessment, integrating both formative and summative evaluations, to measure the attainment of Program Outcomes (POs), Program Specific Outcomes (PSOs), and Course Outcomes (COs). Faculty members systematically review the results to ensure that the specified outcomes are achieved.

Summative evaluations, primarily based on end-semester University examinations, categorize outcomes according to students' grades across various courses. These assessments combine internal and external evaluations, encompassing both theoretical and practical components. A comprehensive project further evaluates students' abilities to apply theoretical knowledge to practical experimentation, research, and documentation. Additionally, viva voce sessions are conducted as part of the examinations to assess subject expertise, presentation and communication skills, strategic thinking, and overall proficiency.

Formative assessments are integrated into the evaluation process through continuous evaluation methods, such as class tests, assignments, seminars, and innovative techniques designed to foster inquiry and curiosity. These assessments play a critical role in monitoring student progress throughout the academic journey.

Student internships are a vital component of the curriculum, providing hands-on work experience, field skills, and research opportunities. Feedback from internships helps assess students' effectiveness in real-world professional environments. Internal semester exams adhere to University protocols, ensuring standardized evaluation practices.

Feedback from students on the curriculum, teaching methods, and progression reports are valuable inputs for the assessment of program outcomes. This comprehensive evaluation framework ensures the alignment of academic efforts with desired learning goals.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | https://www.smctsr.ac.in/index.php?m=attainment |

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

666

| File Description | Documents |
|--|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | View File |
| Paste link for the annual report | https://iqac.smctsr.ac.in/docs/aqar_23-24/crit_2/2.6.3/2.6.3_pass_percent.pdf |

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://www.smctsr.ac.in/admin/uploads/report/480/report.pdf>

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)

3

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

7

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Institutional data in prescribed format | View File |

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

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

1

| File Description | Documents |
|---|---|
| List of research projects and funding details (Data Template) | View File |
| Any additional information | No File Uploaded |
| Supporting document from Funding Agency | View File |
| Paste link to funding agency website | https://startupmission.kerala.gov.in/ |

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Marian Business Incubation centre functioned to promote the entrepreneurship in students. Under MIRTC, proposal for development

of Smart Heal : Wound dressing material BIIC was sanctioned and a grant of 3 lakhs was received for prototype development by KSUM, Kerala Startup Mission. Alyssum engaged in novel research developing ecofriendly products. MCAR Incubation Initiatives, provided consultancy for project of various neighbouring college and patent were received by faculty. Marian Agri Nursery undertakes activities for conservation, popularization and production of ayurvedic and herbal medicinal plants, Indoor and Outdoor plants, Seeds and seedlings of fruits and vegetables, EM fortified vermicompost and Fish Amino. Haritham (Herbal products making), computer training workshop work shop were conducted for entrepreneurship development. Samridhi and Alankara Unit trained students and organized exhibitions, culture and harvesting of fish. Mushroom cultivation unit trained students in Mushroom Production, Amity centre leverage the skills of multimedia students in website development, video editing, audio production and reel/shot-making and English department conducts content writing and translation works. Ed club and RED Cell conducted Cake and Christmas Decors sale. Annual Monsoon Fest, Institution Innovation Council (MHRD) conducted activities to promote internship

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | https://www.smctsr.ac.in/index.php?m=incubation |

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

17

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Any additional information | No File Uploaded |
| List of workshops/seminars during last 5 years (Data Template) | View File |

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year**3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

16

| File Description | Documents |
|--|---|
| URL to the research page on HEI website | https://www.smctsr.ac.in/index.php?m=phd |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | View File |
| Any additional information | View File |

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

10

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| List of research papers by title, author, department, name and year of publication (Data Template) | View File |

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

29

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| List books and chapters edited volumes/ books published (Data Template) | View File |

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Participation in social extension activities plays a crucial role in student life, helping them gain awareness of the community around them and their role in shaping the future of the nation. Our institution encourages both students and faculty members to engage fully in these initiatives. Faculty members lead these outreach programs, ensuring they serve the community, society, and the nation. Programs like NCC, NSS, and various departments are key players in driving these extension activities. The Marian community is dedicated to assisting the local community and aims to be a guiding light for society. The college focuses on providing well-rounded education through interactive, innovative learning practices and creating a dynamic environment that reflects real-world experiences. Each department organizes specific extension activities each academic year, with an emphasis on empowering women in and around the campus. The college's activities primarily focus on nature conservation and community well-being. Students engage in efforts such as distributing essentials to those in need, supporting marginalized groups, promoting drug awareness, organizing cleanliness drives, and conducting training sessions. These activities teach students that true education extends beyond academic learning; it involves responding to community needs, which is vital for becoming responsible citizens and preparing for a successful future.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

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

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

2

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Number of awards for extension activities in last 5 year (Data Template) | View File |
| e-copy of the award letters | No File Uploaded |

3.4.3 - 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

3.4.3.1 - 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

51

| File Description | Documents |
|--|---------------------------|
| Reports of the event organized | View File |
| Any additional information | No File Uploaded |
| Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template) | View File |

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

2522

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Any additional information | No File Uploaded |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | View File |

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year**3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year****93**

| File Description | Documents |
|--|---------------------------|
| e-copies of related Document | View File |
| Any additional information | No File Uploaded |
| Details of Collaborative activities with institutions/industries for research, Faculty | View File |

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year**3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year****28**

| File Description | Documents |
|--|---------------------------|
| e-Copies of the MoUs with institution./ industry/corporate houses | View File |
| Any additional information | No File Uploaded |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | View File |

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 institution has sufficient infrastructure to meet the requirements of 15 UG, 12 PG and 1 PhD Programme. There are a total of 74 ICT enabled classrooms connected with public address system. Two exam halls with a capacity of 500 enable fair evaluation methods.

College has Two Auditoriums - Marian Auditorium, Jubilee Hall, Two air-conditioned Seminar Halls/Audio Visual Room - St. Chavara Theatre, St Joseph's Seminar Hall. There are a total of 10 Labs for Biosciences 3 for Physical Sciences, 1 Psychology Lab and a Research Room for Research scholars of Mathematics Department. Marian Centre for Advanced Research promotes interdisciplinary projects, internships and research initiatives among the academic community.

College has 4 computer labs including Language lab, two Browsing centers and one Computer centre. There are 365 computers for teaching learning purpose. Media Centre and Recording Room offers facilities for recording and e-content development.

The College library has a collection of 50465 Books, 91346 e-Books, 6276 e-journals and 52 Journals. The D-Space provide open access to all types of digital content. The 5 Museums and the 8 gardens induce inquisitiveness and ensures formal and informal learning environments.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Upload any additional information | View File |
| Paste link for additional information | Nil |

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

St. Mary's Sports Land spread over 1.86 acres provides space for Hockey, Kabaddi and Kho Kho, Long Jump and Sepak Takraw training sessions and for conducting events including the Annual Sports Meet and Marian Cup . Power and Weight Lifters perform their workout sessions at Health Hub. Health Hub is well equipped with Multi Gym, Tread Mill, Gym Bar, Vibrator, Leg Curls, Orbitrek, Disc Rack, Dumbbells, Bench Press Stand, Air Walker, Abdomen Crunch, Gym Ball and Yoga Mats.

Games like Carroms, Chess, Yoga and Whushu are played in Indoor Games Zone. The Kalajyothi Open ground is a venue for cultural programmes and for Badminton. Various cultural programmes, competitions and events like Kabaddi and Yoga are held at Marian Auditorium and Jubilee Hall. The Fine Arts Festival, Marian Monsoon Fest Cultural extravaganza, College Day are conducted in Kalajyothi

Open Stage. Cultural practices are held at Gandhi Park and Leisure Bower. Presentations and film Shows are held at Chavara Theatre

| File Description | Documents |
|---------------------------------------|---------------------------|
| Upload any additional information | View File |
| Paste link for additional information | Nil |

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

80

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Paste link for additional information | Nil |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

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)

747.17

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Upload audited utilization statements | View File |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | View File |

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

College has a well-furnished Library fully automated with KOHA open source Software, version 17.05.01.000. The routine works of the library like accessioning, classification, cataloguing, circulation, report generation is being carried through this software. Access to the web OPAC that can be accessed from anywhere at any time.

Computerised Gate Entry, Computerised Book Issue and Return, Bar coding of books are some of the highlights of the library. Library is equipped with 13 computers and 1 server for internet access, to search digital books from D Space and catalogue search from KOHA.

College Library is a subscribed member of N-LIST which provides access to e-resources to students, researchers and faculty and DELNET which promotes resource sharing among the libraries. The College has developed a digital library cum institutional repository using DSPACE an open source software for building digital resources such as previous years' question papers, articles by faculty, Phd theses, teaching notes, college magazines, newspaper clippings related to St. Mary's college etc.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Upload any additional information | View File |
| Paste link for Additional Information | Nil |

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 | View File |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | View File |

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)**9.84**

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Audited statements of accounts | View File |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | View File |

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****98**

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Details of library usage by teachers and students | View File |

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

There are 399 computers for teaching, learning and administration. Machines are interconnected using LAN. All departments, Office, Principal's Room and Library is equipped with computers and printers, with Internet and intranet facilities. Entire Campus is Wi-Fi enabled with server for data storage and user credential verification.

Library is computerized with 13 Computers and one server. Five machines are exclusively allotted for internet browsing and searching digital books and catalogues.

The Computer Center has High-Speed Multipurpose Laser Color Printer. The facilities of Digital Recording Studio and Media Centre are utilised by students and teachers. All the classrooms and seminar halls are ICT enabled and Smart Rooms are added. The Campus is secured with more than hundred IP Cameras and appropriate number of corresponding NVR's and storage facilities. Additional nodes for

CCTV and back up facilities are added.

The College has subscribed Campus agreement with Microsoft which allows the use of products such as Windows Operating System and Microsoft office. To ensure data security, NAS box which will support data backup is installed. The updation of software and upgradation of hardware, renewal of license is carried out periodically. Computers and accessories are purchased as per requirements and outdated ones are replaced

| File Description | Documents |
|---------------------------------------|---------------------------|
| Upload any additional information | View File |
| Paste link for additional information | Nil |

4.3.2 - Number of Computers

435

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | No File Uploaded |
| List of Computers | View File |

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

| File Description | Documents |
|--|---------------------------|
| Upload any additional Information | No File Uploaded |
| Details of available bandwidth of internet connection in the Institution | View File |

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)

47.19

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Audited statements of accounts | View File |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | View File |

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.

College has well established policy for maintaining and utilizing Physical, Academic and Support Facilities. The policies are revised time to time and approved in the College Council.. Annual maintenance of all infrastructural facilities will be held every year during months of April and May. The regular cleaning and the maintenance of the classrooms, laboratories and other infrastructure will be done as per schedule. Any maintenance required should be informed to the Maintenance Committee through complaint register maintained at the enquiry.

Infrastructure is extended to the public including Students and faculty from neighbouring institutions with prior permission. The request should be made in the Register maintained in the Principal's Office. Students and Faculty can avail the facilities of Health Hub according to the time schedule. Canteen facility can be utilized by all staff and students.

The Computers are maintained and updated regularly by System Administrators. Softwares to prevent malwares are installed and updated. The ICT enabled class rooms are maintained and supervised periodically by Technical experts.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.smctsr.ac.in/index.php?m=offices_taff |

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support**5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year****653**

| File Description | Documents |
|---|---------------------------|
| Upload self attested letter with the list of students sanctioned scholarship | View File |
| Upload any additional information | View File |
| Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template) | View File |

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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year****460**

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | View File |

**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**

B. 3 of the above

| File Description | Documents |
|---|---|
| Link to Institutional website | https://www.smctsr.ac.in/index.php?m=enhancement |
| Any additional information | View File |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

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

1659

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

1659

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template) | View File |

5.1.5 - The Institution has a transparent 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

A. All of the above

| File Description | Documents |
|--|---------------------------|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | View File |
| Upload any additional information | View File |
| Details of student grievances including sexual harassment and ragging cases | View File |

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

75

| File Description | Documents |
|--|---------------------------|
| Self-attested list of students placed | View File |
| Upload any additional information | View File |
| Details of student placement during the year (Data Template) | View File |

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

199

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for student/alumni | View File |
| Any additional information | View File |
| Details of student progression to higher education | View File |

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

12

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for the same | View File |
| Any additional information | View File |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | View File |

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.

68

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

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)

College Union plays important role in supporting the Institution. College Union include Student's General Council and an Executive with Chair Person, Vice Chair Person, General and Joint Secretary,

University Union Councilors, Arts Secretary, Student Editor and Sports Captain. The Principal is ex officio patron of College Union.

The Student council conducted Principal's Day, felicitated Teaching community on Teacher's Day, Organized Christmas-New Year celebrations, Onam celebration and various competitions, Organized College day, Social Day, etc.

Students are represented in IQAC, Anti Ragging Cell and Grievance Redressal Cell, Committees for the conduct of seminars, other academic, co-curricular and extracurricular activities. The Marian Student Corps develop leadership skills in students.

Representatives are elected from each class for various activities- Class Representative, Assistant Class Representative, Association Representative, Fine Arts, Magazine, Social Service, Discipline, Club, NSS Science Forum, English Speaking Representative and so on.

NCC unit with 56 cadets conduct activities to arouse National consciousness. Two units of NSS with 200 volunteers engage in community oriented activities.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.smctsr.ac.in/admin/uploads/report/481/report.pdf |
| Upload any additional information | View File |

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

38

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Upload any additional information | View File |
| 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) | View File |

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

Alumnae Association exists from the time the first batch moved out from the institution. Elder Marian was registered in February 2019.

Annual Elder Marian meeting was conducted on 26.01.2024 at 10.00 am and Alumni Get together - Flash Back 2023, an alumni get together was arranged on 22.08.2023 and Department alumnae meetings were conducted by various Departments on various days.

Activities of Association include Alumni talks series, Motivational Talks, Quiz competitions, Free eye camps for students, Cookery Show, GEM of St. Mary's Competition, Free Eye Camp at High Security Prison, Viyyur, etc Formal and informal feedback on institution and curriculum is collected from Alumnae. St. Mary's Association of Retired teachers provide guidance to young Marians, faculty and contribute to endowments and free ships.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.smctsr.ac.in/admin/uploads/report/482/report.pdf |
| Upload any additional information | View File |

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

A. ? 5Lakhs

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |

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

St. Mary's College, established in 1946 as the first Women's College of Thrissur district has a vision of holistic development of young women. Mission statement incorporates the needs of changing circumstances. College has a Quality policy and core values linked to its vision and mission. Management designs strategic plans ensuring participatory management of all stakeholders. Governing Body meets thrice a year and devises long term development strategies. Education Committee prepares action plan every academic year and submits it to Corporate Manager followed by monthly meeting to discuss its implementation. Local Management Committee and College Council implement the plans of the Education Committee and reviews it. IQAC plans attainment strategies for quality enhancement and benchmarks the academic standards. Principal, Vice Principal and Staff advisors monitor annual work allotment. Various Committees, Forums and Cells are coordinated by a faculty and team. Departments draft an action plan with work distribution among faculty. Feedback from different stakeholders is analyzed and suggestions for improvement are submitted for implementation. Administrative and academic trainings are organized and faculty encouraged to attend leadership and grooming programmes. The management ensures an inclusive work environment with participation of all stakeholders in tandem.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://iqac.smctsr.ac.in/docs/agar_23-24/crit_6/6.1.1/6.1.1.pdf |
| Upload any additional information | View File |

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

The well-organized hierarchical structure of CMC Management

ensure effective leadership at different levels of governance. Principal, the academic and administrative head of the Institution briefs the Manager on the functioning of the institution. The Governing Body is the decision-making body. The Education Committee and Local Management execute the decisions with the support of the College Council. All the stakeholders of the institution participate in the governance of the institution. The Head of the Department coordinates the activities of the department. The IQAC is a meeting point for all stakeholders as it consists of representatives of the management, teaching and ministerial staff, PTA, Alumnae and College Union. Student representation is ensured in majority of committees. College developmental plans are discussed and implemented by the IQAC. Criteria committees are formed for different criteria with Coordinators for data collection and consolidation. Department data are collected and coordinated by department criteria-incharges. AQAR is prepared by co-ordinated efforts of IQAC members and IQAC coordinators, after validation by College Council. Education Committee and Governing Body. Committees and Sub Committees work hand in hand with Coordinator to ensure complete data incorporation. Feedbacks are taken from all stakeholders and suggestions implemented.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | View File |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

College has already been preparing for the autonomous status since it has been decided in the strategic plan. It was finalized to apply for autonomy in 2023 -24 itself . Committees were constituted to collect and consolidate data with regard to submission of application for autonomy After detailed interactions and discussions at various levels, the College finalised the proforma for autonomous status and uploaded the same in the UGC portal on 22-12-23. A visit by Expert Committee of University of Calicut was held on 5-2-24 and the UGC granted autonomous status to the institution on 24-4-24 based on recommendations of the University. Since then the College has been gearing ahead by constituting various mandatory committees and boards to upgrade itself and for efficient conduct of Programmes and examinations. The College is in the process of construction of an examination block for setting space for Office of Controller of

Examinations.The Governing body has approved and initiated the process for the purchase of new land with building to provide space for more programmes. Several benchmarks are set for enhancing the performance in academics, administration and research.

| File Description | Documents |
|--|---|
| Strategic Plan and deployment documents on the website | View File |
| Paste link for additional information | https://iqac.smctsr.ac.in/docs/agar_23-24/crit_6/6.2.1/Auto.pdf |
| Upload any additional information | No File Uploaded |

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 Governing Body with Corporate Manager at the apex is the decision making body. It meets thrice a year to review, plan and implement its policies for the development. The decision of governing body is executed by Principal after it is ratified by the Local Management Committee, Education Committee and College Council. Principal acts as a link between Management and staff. Manager appoints the faculty based on merit. Vice Principal discharges the duties in the absence of Principal. FDPs, Orientation programmes are organized regularly. Staff promotion is done time to time by Principal in consultation with IQAC. Faculty for Self-financing programmes is recruited on basis of norms by the Management. College functions on the basis of several policies which are followed by all Committees. Representatives of the staff function in all Committees. College council comprises Heads of all departments, Vice Principal, Superintendent and Librarian. Ministerial Staff is appointed on basis of rules of state government. Superintendent is in charge of Ministerial Staff. Grievance Redressal Cell, Anti Ragging Cell, Internal Complaints Committee, Faculty Grievance Redressal Cell, Ministerial Staff Grievance Redressal Cell function effectively for the settlement of grievances.

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| Link to Organogram of the institution webpage | https://www.smctsr.ac.in/index.php?m=organogram |
| Upload any additional information | View File |

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

| File Description | Documents |
|--|---------------------------|
| ERP (Enterprise Resource Planning) Document | No File Uploaded |
| Screen shots of user inter faces | View File |
| Any additional information | View File |
| Details of implementation of e-governance in areas of operation, Administration etc(Data Template) | View File |

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The Management has from the inception of the College evolved a cordial relationship with the staff. Principal has a personal relationship with staff and their family. Guest Ministerial Staff are provided with ESI and PF facility and Assistant Professors on Contract with ESI facility. Management provides Advance Salary Facility for needy, Support for Guest Ministerial Staff with school/ college going children, Fee Concession for children of Ministerial Staff who are students of the College, Interest free loans, non repayable financial support- for medical treatment, Marriage Assistance Fund for self and children. Principal and management representatives visit houses of Staff. Admission preference for children of staff under Management quota, Canteen facility for all and subsidized food and accommodation for guest ministerial staff are also provided. Faculty is motivated to pursue research and felicitated on their achievements. Duty leave and financial support is

provided to attend and present papers in seminars and conferences. Separate Staff Clubs are there for teaching and ministerial staff. Annual staff tour is organized and clubs encourage staff to present their talents. Staff Recreation Room, Gym facility and Counselling facilities are also there for the staff.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://igac.smctsr.ac.in/docs/aqar_22-23/crit_6/6.3.1/6.3.1_staff_wel.pdf |
| Upload any additional information | View File |

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

57

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | View File |

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

6

| 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 | No File Uploaded |
| Upload any additional information | View File |
| Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template) | View File |

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

55

| File Description | Documents |
|---|---------------------------|
| IQAC report summary | View File |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers) | View File |
| Upload any additional information | View File |
| Details of teachers attending professional development programmes during the year (Data Template) | View File |

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

Performance appraisal of Staff is mainly based on self-appraisal and faculty evaluation by students. At the end of each academic year the staff prepare report of self-assessment in the prescribed format. Teacher's Diary with daily activity report is maintained. Faculty appraisal comprises of teaching- schedule and pattern, continuous evaluation, role in co -curricular and extracurricular activities,

academic and research achievements, community and academic extension. Report is forwarded to Principal through HODs. A confidential report can also be provided by the Head of the Department. Principal takes confidential feedback of the faculty from the students, it is provided to the faculty to have a review of the performances. The promotion of aided faculty is based on PBAS according to UGC norms. The IQAC verifies and recommends to the Principal for forwarding the request for subject experts for faculty promotion. Staff is felicitated and incentives provided on achievements, receipt of Award, completion of projects, Publication and Presentations. Assistant Professors on contract are provided with salary increment according to performances. The appraisal of Ministerial Staff is forwarded to the Principal through the office Superintendent. Ministerial staff lists administrative activities done. Principal comments on performances and directs the person if needed.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | View File |

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 financial management of the institution is done in an effective and efficient manner. College has clear cut strategy for resource mobilization and financial management. Request for funds is forwarded to the concerned agency after discussion in the College Council. The fund utilisation is monitored by concerned Committees. Various committees evaluate and examine the utilization of funds and assure that the funds are utilized for which it is granted and the income and expenditure are properly audited and filed. For projects, seminars funded by UGC and KSCTE, the utilization statements along with all details are certified by Chartered Accountants. This is further verified by College Level Committees. The accounts of the Alumnae Association are filed separately and audited. Internal audit of the College is carried out every year by Private Chartered Accountants. External audit is done annually by DD's office and AG's office. DD audit was held from 08/08/2023 to 10/08/2023. AG audit was held from 11/07/2023 to 13/07/2023. Due importance is given for maintaining the accounts with clarity and errors are minimized.

Adhering to the suggestions of various auditing agencies, necessary changes are made.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | View File |

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)

57.52

| File Description | Documents |
|---|---------------------------|
| Annual statements of accounts | View File |
| Any additional information | View File |
| Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template) | View File |

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

The Management has a well devised resource mobilization policy for optimal allocation and management of resources. The Governing Body monitors functioning of Institution and is supported by Management Committee, Education Committee, College Council, PTA Executive Committee and Alumnae Executive Committee. The Bursar, supported by the Superintendent and administrative staff is in charge of financial transactions. The major sources of funding are government grants, UGC grants and funds from various govt. agencies, Government salary of staff and fee collected for self -financing Programmes. Tuition fees and other fees are collected according to Government orders. The financial management of self-financing Programmes is effectively coordinated. Twenty percent of salary of sister (nun) staff of College is provided for scholarships and other developmental activities of institution. Faculty contributes towards College Development Fund and financial support of the deserving students. Funds are provided by well-wishers, nongovernment organizations, MP fund, MLA fund etc. Contribution from

Alumnae and PTA is utilized for Scholarships, academic prizes, Infrastructure development and augmentation. Management ensures financial support for enhancing infrastructural facilities and starting new programmes. The income and expenditure are properly audited and filed. The management contributes the deficit in the budget and caters to the development of the College.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | View File |

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

IQAC was constituted in 2005 after the first accreditation of the College by NAAC. The IQAC comprises of representatives of all stakeholders. IQAC has provided an impetus to quality functioning of the College.

Feedback system

IQAC has initiated feedback appraisal to undertake new initiatives and to strengthen its performance. As a benchmarking measure, Students feedback on Institution, Curriculum, Student Capability Enhancement programmes and faculty, Parents feedback and Alumnae feedback are collected each year and evaluated and results discussed in IQAC and College Council. The feedback is consolidated by the heads of the departments and the data collected is assessed using Likert scale methodology. The feedback is discussed in the IQAC and College Council and necessary action is taken. Faculty feedback is confidential and strengths and weakness are discussed by Principal in private.

Performance Based Appraisal System of Faculty

Faculty plays a pivotal role, hence faculty performance appraisal is significant. Annual self-appraisal by faculty and informal appraisal by students under the initiative of IQAC is carried out. IQAC promotes quality teaching by encouraging active participation in FDP's and workshops/seminars. Aided Faculty promotion to various stages is through UGC regulations and is monitored by IQAC.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.smctsr.ac.in/index.php?m=feedback |
| Upload any additional information | View File |

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

IQAC serves as the coordinating agency for benchmarking academic standards and ensure attainment of outcomes and adoption of innovative ICT enabled learning.

College has a set of graduate attributes and POs, PSOs and COs in tune with the University curriculum to impart curriculum. Regular assessment methods - Class tests, internal assessment exams, seminars, assignments, projects, model viva ensure attainment of the outcomes. Classroom participations are encouraged through question bank preparation by students, group discussions and debates. IQAC gives necessary guidance to faculty to ensure that the outcomes are attained.

MOOC, Moodle, YouTube Channels, SWAYAM NPTEL, blogs, Google classrooms, Google Meet, WhatsApp, and Telegram are used by the faculties. College Digital Library has econtents developed by faculties. Students are introduced to e PG Pathshala, N List, Word Press. Faculty of the College serves as curriculum developers for various MOOCs. College is an active local chapter of SWAYAM NPTEL. The use of ICT is closely monitored and necessary support and orientation are given to faculty and students to ensure the best use.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.smctsr.ac.in/index.php?m=attainment |
| Upload any additional information | View File |

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC);

B. Any 3 of the above

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)

| File Description | Documents |
|--|---|
| Paste web link of Annual reports of Institution | https://www.smctsr.ac.in/index.php?m=college_report |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

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

The college always prioritized safety precautions and gave students a secure environment. To address this issue, CCTV cameras were placed throughout our campus. The service of security guards were remarkable and they were alert and active in our campus. The security guards provide their service in college and hostel (24*7). The pink police provide additional service and security to our students. College provide counseling facility for needy students. The students make maximum use of this supporting facility. The departments enhanced the students' inherent capacity and offered a variety of programs. Through the organization of various programs, discussions, and hands-on learning, the Women's Development Cell significantly contributed to this awakening and enhanced students' perspectives. To create a space for our students, the clubs and forums host debates, invited talks, and various competitions pertaining to gender, women's health, and women's empowerment. Programs were planned, and an action plan was created for the execution of awareness, gender equity, and empowerment initiatives. Students are empowered to voice their own opinions through the Internal Complaints Committee. Along with common areas and a fitness center for relaxation, counseling centers operate on campus and offer academic, psychological, and

moral support. Students are trained to participate in various sports events .

| File Description | Documents |
|--|---|
| Annual gender sensitization action plan | https://iqac.smctsr.ac.in/docs/agar_23-24/crit 7/7.1.1/7.1.1 gender 23-24.pdf |
| 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 | https://iqac.smctsr.ac.in/docs/agar_23-24/crit 7/7.1.1/7.1.1 safety.pdf |

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 | View File |
| Any other relevant information | View File |

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

Supernatants of biological samples and microbiologically contaminated materials are autoclaved and disposed of in the sink that links to a waste management pit. Sharps from needles are autoclaved, and then disposed of in a needle pit. Aseptic conditions are used to destroy blood and pus test samples. Before being cleaned or recycled, glass containers are sanitized using hypochlorite. Before being disposed of, hazardous acidic and basic wastes are neutralized. Ethidium bromide-containing gel is melted with charcoal and disposed of in a sink. Broken glass materials are collected in a glass pit. Effective disposal is achieved using two incinerators. Green or vermi-compost pits are used to create microbially enhanced manure from biodegradable garbage that has been collected in a separate container. The biogas unit receives the food waste. The purpose of the BSF Larvae Unit is to manage food waste. Samridhi

Fish Culture's liquid waste is used in organic farming.

Emailing is encouraged, computers are updated to the newest models, rewritable USB devices and extra hard drives are provided for more data. Data transfer and information distribution are made possible by centralized intranet connections. Assignment books' unused pages are recycled into new books and utilized papers recycled for making paper pens and other practical items. Broken machinery is transformed into valuable goods.

| File Description | Documents |
|---|---------------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | View File |
| Geo tagged photographs of the facilities | View File |

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

B. Any 3 of the above

| File Description | Documents |
|---|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| Any other relevant information | View File |

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for 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**

A. Any 4 or All of the above

| File Description | Documents |
|--|---------------------------|
| Geo tagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | View File |
| Any other relevant documents | View File |

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 | View File |
| Certification by the auditing agency | View File |
| Certificates of the awards received | No File Uploaded |
| Any other relevant information | View File |

| | |
|---|------------------------------|
| 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 of reading material, screen reading | B. Any 3 of the above |
|---|------------------------------|

| File Description | Documents |
|--|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| Policy documents and information brochures on the support to be provided | View File |
| Details of the Software procured for providing the assistance | No File Uploaded |
| Any other relevant information | View File |

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).

Our campus takes steps to meet the needs of its students, accommodate students from various socioeconomic backgrounds, and guarantee that no one is discriminated against based on their caste, creed, or socioeconomic standing. There are students from various states studying at our college. Celebrations, and awareness-raising events were held by the college during the celebration period. The institution makes every effort to treat students from diverse backgrounds with dignity and respect. The students can understand and mitigate the cultural and communal differences harmoniously. Students are free to practice their beliefs while still appreciating others around them. Students can engage with one another, develop friendships, and feel a sense of community through these celebrations. Different days were celebrated in our campus. To raise awareness of our society's diverse cultures, ethnic fashion shows are held. Our college hosts a number of events and competitions to promote the true spirit of our country, which is one of diversity and unity. There is a sense of unity and love when the festivals of Onam, Bakrid, Holi, and Christmas are celebrated in all their splendor. The institution offers students of all faiths a shared prayer room.

| File Description | Documents |
|--|---------------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | No File Uploaded |
| Any other relevant information | View File |

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

Deep understanding about our constitution is the prime concern of our campus. The institution provides a great opportunity to know about our constitutional values. Preamble of Indian Constitution is displayed on premises of the Institution. The college held a number of contests and awareness campaigns to foster a thorough comprehension of our constitution. All students are members of the General Council, and the Student Council was chosen in a free and fair election. Day celebrations, Mock parliament, Registration of new Voters into voters list, Reading preamble, taking Pledge were some of the events conducted. Student ambassadors initiate the activities, which are carried out through a variety of clubs and forums. In addition to raising awareness of the sacrifice made by lakhs for the homeland, Gandhi Jayanthi and the celebration of Independence and Republic Days foster a sense of patriotism. Programs that promote respect for diverse groups include the Multilingual programs, the Language acquisition Program. Students are inspired to be dedicated citizens of the future and are shaped for service to society through the NSS and NCC.

| File Description | Documents |
|--|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | https://iqac.smctsr.ac.in/docs/agar_23-24/crit_7/7.1.9/7.1.9_consti_obligations.pdf |
| Any other relevant information | https://iqac.smctsr.ac.in/docs/agar_23-24/crit_7/7.1.9/7.1.9_activities.pdf |

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

A. All of the above

| File Description | Documents |
|--|---------------------------|
| Code of ethics policy document | View File |
| 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 | View File |
| Any other relevant information | View File |

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

To raise awareness among students about environmental conservation, our college organizes a number of events to commemorate Environment Day, World Earth Day, World Nature Conservation Day and World Biofuel Day. International Day of Forests, World Water Day, World Wetlands Day, World Pollution Control Day, and Tourism Day were all observed to raise awareness among students about the importance of protecting the environment. Students are inspired to be patriotic by the observance of Republic Day, Independence Day, Constitutional Day, and Kerala Piravi Day. International Yoga Day, Blood Donor's Day, Mental Health Day, Aids Day, and Cancer Day raise awareness of the importance of maintaining good health. World Social Work Day raises awareness of the rights of various groups in society. Other events include World Day Against Child Labor, World Elder Abuse Awareness Day, World Day For International Justice, World Indigenous Peoples Day, International Day of Older Persons, International Girl Child Day, International Hospice and Palliative Care, International Day for the Elimination of Violence Against Women, Non Teaching Staff Day Celebration, and International Women's Day. Reading week is observed to lead the academic community back to the world of reading. Our students Consider the day celebrations as a wake-up call to shape society for a better future.

| File Description | Documents |
|---|---------------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | View File |
| Geo tagged photographs of some of the events | View File |
| Any other relevant information | No File Uploaded |

7.2 - Best Practices

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

1. Marian Happiness Center (MHC)

Goal

To enhance overall well-being, resilience and happiness of individuals while preparing for life.

Context

Recognizing the rising need for mental health awareness, counseling, and holistic developmental programs in educational and community settings

Practices

Counseling Services, Jeevani Project Activities, Individualized Educational Programmes, Screening Tests, Awareness Classes, Palliative Care Services, Wellness Hub, Referral Services, Advocacy

Evidence of Success

MHC has addressed various needs of individuals and the community.

Problems Encountered and Resources Required

Reluctance from students, addressing diverse cultural or religious beliefs and Challenges in securing grants.

2. Earn while You Learn - 'Alyssum' - Worth beyond Beauty

Goal

To develop eco-friendly and herbal products and to initiate entrepreneurship skill.

The Context

It promotes entrepreneurship among students.

Practice

Students are encouraged to develop various herbal products.

Evidence of Success

The unit was realized beginning with development of three products- Lip Balm, Soaps (Nalpamara Soap, Aloe vera Glycerine , Eladi Soap) and Aloe vera Gel and now number of products are developed and marketed- Kesar Gel, 5 more soaps (Shea Butter Soap, Cocoa Butter Soap, Baby Soap, Charcoal Soap, Danthapala Soap, in various shapes and designs.

Problems Encountered and Resources Required

Limited time, Lack of advertisement and publicity.

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | https://www.smctsr.ac.in/admin/uploads/report/495/report.pdf |
| Any other relevant information | Nil |

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

The Congregation of Mother of Carmel pioneered into field of Higher Education inspired by the educational vision of its founder, Saint Kuriakose Elias Chavara, with the aim of uplifting the women through education. The first women's college in the Thrissur District, St. Mary's College, was founded in 1946 with the intention of empowering women. The institution has been transforming and adapting itself to meet the global requirements and currently offers 12 UG, 11PG and 3 B Voc, 1 M Voc and a PhD Programme. To uplift women, activities are designed for overall development.

A facility for animal cell culture, MCAR, and a Mathematics research center are established, with an emphasis on research. Dr. Deepa received a startup project and created innovative products, and faculty members received patents. A Research Policy has been instituted and the institution has implemented ICT. Students are

motivated to proceed to higher education and for placements. Campus bazaars, monsoon fests and other events encourage entrepreneurship. New start-ups like Alysum-herbal cosmetics and a dairy product venture are being started. Sustainable practices and community-focused initiatives are pursued. The institution has gained accolades in sports. This academic year, National Sepaktakraw competition was organized by the Physical Education Department at the institution.

| File Description | Documents |
|--|------------------|
| Appropriate web in the Institutional website | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.3.2 - Plan of action for the next academic year

Plan of action for the Academic Year 24-25

On 24/4/24, UGC granted the institution Autonomous status, and the process to become a full fledged has been started

To introduce Calicut University Four Year UG Program

To focus OBE- restating outcomes according to new curriculum

To conduct Academic planning

To establish an Exam intblock with office of Controller of Examinations

Purchasing land and upgrading infrastructure to accommodate new developments

To introduce new ERP with Functional LMS

To Promote Innovative teaching pedagogies and AI tools in Teaching-Learning process

To introduce Curriculum revision and enhance curriculum enrichment programs

To initiate National and International collaboration

To conduct Placement drives

To apply for Seminar and Project funding

To initiate strategies for improving Student enrollment

To conduct Faculty Development Programs and Professional Development Programs

To conduct Research, Methodology Workshops and courses

To initiate a Multidisciplinary Centre for Biosciences and promote functioning of Marian Animal Cell culture Facility, Marian Center for Advanced Research, Marian Research Center for Mathematics

To conduct induction program and Multidisciplinary foundation course for all the UG new entrants

To promote Publication of Research papers

To initiate development plans and organize events in line with SDGs including Collaborative Rural outreach programs

To organize events that encourage cooperation amongst organizations and communication among students, scientists, researchers, and entrepreneurs in various domains

To encourage Vocational startups and incubators focused on entrepreneurship

To launch new on-demand vocational programs as certificate courses

To promote conduct of MOOC Course in SWAYAM platform

To organize funded Seminars and Workshop