

1. Kindly provide the details of the institution

Name of Institution:	St. Mary's college
Year of Establishment of the Institution:	1946
Address Line 1:	St. Mary's College, College Road, Thrissur, Kerala - 680020
Address Line 2:	St. Mary's College, College Road, Thrissur - 680020
City/Town:	Thrissur
State:	Kerala
Postal Code:	680020
Email Address:	smctsr@gmail.com

2. NAAC Accreditation/ Reaccreditation Details

Year of Accreditation/ Reaccreditation:	2010
Current Grade:	A
CGPA:	3.02

3. Institutional Status

4. Contact Person Details

Name of Head of Institution:	Dr. Sr. Kochurani OG
Contact Phone:	0487 2333485
Email:	smctsr@gmail.com
Website URL:	www.stmaryscollegethrissur.edu.in
Name of IQAC Coordinator:	Dr. Josepheni Joseph
Email:	joseygeorge1@hotmail.com

5. Number of academic programmes existing (Enter a number; 0 for nil)

Undergraduate (BA/B.Sc./B.Com etc.)	8
Post Graduate (MA/M.Sc./M.Com etc.)	5
Research Programmes (M.Phil/P.hD)	1
Certificate Programmes	13
Professional Programmes (B.Tech/M.Tech/B.Ed/M.Ed/Medicine/Pharmacy/Paramedical/Nursing etc)	0
Other value added programmes	1
Any other programme offered (Specify)	1

6. Details on Programme Development (Enter a number; 0 for nil)

New programmes added during the year 1

New programmes designed 9

Programmes under revision 2

Interdepartmental collaborative programmes 12

Inter institutional collaborative programmes 3

Number of review committee recommendations implemented (Total) 6

Fixation of fees that can be levied from students in Government/ aided/unaided institutions from time to time, with the concurrence of the Government and enforcing the fee structure thus determined

Institution of grievance redressal mechanism for students/teachers

Incorporation of UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff

Submission of annual performance appraisal report by each individual teacher showing his/her contributions to teaching, research and extension along with student feedback to the Departmental Council and for the submission of the annual performance report of each Departmental Council to the College Council/ University

Submission of annual performance report to the university

Setting up mandatory Internal Quality Assurance Cells (IQAC) on the model proposed by NAAC in all higher educational institutions, as mandated by UGC Regulations

Number of NAAC peer team recommendations implemented 6

Number of UGC/any other expert committee recommendations implemented 3

Number of review committee recommendation under implementation 1

Setting up Social Accountability Cells (SAC) in all institutions for higher education, including universities and colleges, which would include publication by each University/ higher education institution of details of infrastructure, teachers, their qualifications, courses run, fees collected, examination conducted, marks awarded, research activities, extension undertaken etc on the website of the university /institution should be mandatory.

Number of NAAC peer team recommendations under implementation 4

Number of UGC/ any other expert committee recommendations under implementation 1

7. Faculty Details (Enter a number; 0 for nil)

Total faculty strength required as per norms for all programmes 63

Total faculty on rolls 37

Faculty added during the Year 9

Faculty positions vacant 5
Faculty left during the year 0

Total number of visiting Faculty 5

Total number of guest faculty 26

8. Qualification of Faculty (based on 2011-2012 Calendar)

PhD and Above	15
MPhil	10
Masters only	42
Any other (Specify)	24

9. Faculty qualification improvement

PhD awarded to existing Faculty	2
MPhil awarded to existing Faculty	5
Any other degree awarded to existing faculty	0

10. Administrative Staff Details (Enter a number; 0 for nil)

Administrative staff (total sanctioned)	20
Administrative staff (Actual strength)	20
Added during the year of Reporting	0
Left during the year	0
Number of posts vacant	0

11. Technical Support Staff Details (Enter a number; 0 for nil)

Technical Support Staff (Total sanctioned strength)	0
Technical Support Staff (Actual strength)	1
Added during the year	0
Left during the year	0
Number of posts vacant	0

12. Establishment details

Year of establishment of IQAC 15.02.2005

13. Composition of IQAC

Number of IQAC members - 28

Number of Alumni in IQAC - 2

1. Mrs. Indira

2. Mrs. Rosily

Number of Students in IQAC 8

Number of Faculty in IQAC - 11

Number of Administrative Staff in IQAC 2

Number of Technical Staff in IQAC 1

Number of Management Representatives 2

Number of External experts in IQAC 2

Number of any other stakeholder and community representatives 1

14. IQAC Meetings – 7

15. Whether Calendar of activities of IQAC formulated for the academic year

IQAC Calendar 2011-2012

14, June 2011 – Evaluation of activities of 2010-2011 academic year by IQAC Core Committee

17, August 2011 – First meeting of new IQAC Core Committee, Preparation of IQAC Calendar, Distribution of teacher's diary, Discussions on faculty development programmes

14, October 2011 – Discussion on preparation of AQAR 2010-2011 and discussions on implementing moral/skill development programmes for students

20, October 2011 – Discussion on proposals for new academic courses and departmental certificate courses

16, January 2012 – Discussion on applying for NAAC sponsored National seminar

20, January 2012 – Preparations for National seminar

31, January 2012 - IQAC visit to Computer Science department

07, February 2012 - IQAC visit to Botany, Zoology, Physics and English departments

08, February 2012 - IQAC visit to Microbiology, Biochemistry and Polymer Chemistry departments

09, February 2012 - IQAC visit to History, Sociology, Economics and Language departments

10, February 2012 - IQAC visit to Biotechnology department

23, February 2012 - IQAC visit to Mathematics department

02, March 2012 and 03, March 2012 – IQAC National seminar on “Quality enhancement in Higher Education through Student Support and Progression” for faculty, students and parents.

10, March 2012 – Evaluation of National seminar

16. IQAC Plans for Development

Number of academic programmes proposed – 9

Number of value added programmes proposed 5

Number of skill oriented programmes proposed 13

Number of faculty competency and development programmes proposed 2

Number of other staff development programmes proposed 2

Number of student mentoring programmes proposed 6

Number of co-curricular activities proposed 17

Number of inter departmental cooperative schemes proposed 6

Number of community extension programmes proposed 8

Any other programmes proposed (Specify) 12

1. IQAC National Seminar on 'Quality Enhancement in Higher Education through Student Support and Progression'
2. UGC sponsored interdepartmental National Seminar in collaboration with Sangeetha Nataka Academy The Narratology of Harvesting- A Comparative study' by Departments of English and Languages
3. UGC sponsored National Seminar on Tools and techniques of E Governance for ensuring efficient administration in collaboration with KILA by Non teaching staff.
4. One day seminar – Polymer chemistry – 20.06-2011
5. One day seminar – Polymer chemistry – 21.06-2011
6. Bhoomitra seminar on 13.12.2011
7. Gurupooja on 12.12.2011
8. One day seminar on nuclear safety by Dr. Harikumar Mahavan and on sources of energy and pollution by Dr. KR Janardhanan on 22.02.2012 by polymer chemistry
9. One day research seminar for PG students and staff by Sri. Ramachandran on Intercollegiate paper presentation competition – 17.02.2012
10. Poster exhibition on Status of women since Independence by Economics dept. on 12.08.2011
11. Film on road safety (soumyam jaagram)on 18.11.2011
12. Sports alumnae – honouring of international sports star Prajusha – April 26, 2011

17. IQAC Plans for development & Implementation

Number of academic programmes implemented 1

Number of value added programmes proposed 6

Number of skill oriented programmes implemented 10

Number of faculty competency and development programmes implemented 2

<u>Number of other staff development programmes implemented</u>	1
<u>Number of student mentoring programmes implemented</u>	6
<u>Number of cocurricular activities implemented</u>	17
<u>Number of inter departmental cooperative programs implemented</u>	4
<u>Number of community extension programmes implemented</u>	6
<u>Any other programmes suggested that are implemented (Specify)</u>	10

1. IQAC National Seminar on ‘Quality Enhancement in Higher Education through Student Support and Progression’
2. One day seminar – Polymer chemistry – 20.06-2011
3. One day seminar – Polymer chemistry – 21.06-2011
4. Bhoomitra seminar on 13.12.2011
5. Gurupooja on 12.12.2011
6. One day seminar on nuclear safety by Dr. Harikumar Mahavan and on sources of energy and pollution by Dr. KR Janardhanan on 22.02.2012 by polymer chemistry
7. One day research seminar for PG students and staff by Sri. Ramachandran on Intercollegiate paper presentation competition – 17.02.2012
8. Poster exhibition on Status of women since Independence by Economics dept. on 12.08.2011
9. Bible painting exhibition on 22.07.2011 organized by Fr. Paul Kattokkaran
10. Film on road safety (soumyam jaagram) on 18.11.2011
11. Sports alumnae & honouring of international sports star Prajusha – April 26, 2011

18. IQAC Seminars and Conferences

Number of seminars/ conferences/ workshops organized by IQAC within the institution	1
Number of participants from the institution	53 staff + 800 students
Number of participants from outside	93
Number of external experts invited	11

Number of external conferences/seminars/
Workshops on institutional quality attended **9**

Number of events conducted with
IQAC's of other institutions as
collaborative programmes **0**

19. Did IQAC receive any funding from UGC during the year? No

20. Any other source including internal financial support from the management

Amount Received from any
other source including the
college management **50,000**

21. Any significant contribution made by IQAC on quality enhancement during current year

- Proposals for 9 new academic programmes forwarded
(New courses - MSc Applied Economics, Psychology, Botany,
Regularization - MSc Biotechnology, Computer science
New courses - BCom, BA English, BA Hindi
Regularization - BCA) (not entered on site)
- Mathematics department upgraded to research centre
- The National science journal, Annals of basic and Applied Sciences' published by the college allotted ISSN number
- New well furnished Seminar Hall
- New Computer lab
- Proposals for Revision of two existing academic programmes (Subsidiary change for Microbiology and Main change for Polymer Chemistry to Chemistry)
- Organized a National Seminar on 'Quality Enhancement in Higher Education through Student Support and Progression' on March 2-3, 2012

22. Academic Programmes

Number of new academic
programmes developed or
designed by faculty **9**

Number of faculty members
involved in curriculam
restructuring/revision/syllabus
development **4**

Number of programs in which evaluation process reformation taken up and implemented	0
Number of active teaching days during the current academic year	174
Average percentage of attendance of students	90.75 %
Percentage of classes engaged by guest faculty and temporary teachers	41.47 %
Number of self financed programmes offered	5
Number of aided programmes offered	8
Number of programmes discontinued during the year	0

23. Whether any systematic student feedback mechanism is in place? Yes

24. Feedback Details

Percentage of courses where student feed back is taken	100%
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25. Is feedback for improvement provided to the faculty? Yes

26. Faculty Research, Projects, and Publication details for the year

Number of major research projects undertaken during the year	0
Number of minor research projects undertaken during the year	2
Number of major ongoing projects	0

Number of minor ongoing projects	2
Number of major projects completed	0
Number of minor projects completed	1
Number of major project proposals submitted for external funding	0
Number of minor project proposals submitted for external funding	8
Number of research publications in peer reviewed journals	33
Number of research publications in international peer reviewed journals	13
Number of research publications in national peer reviewed journals	18
Number of research papers accepted for publication in international peer reviewed journals	0
Number of research papers accepted for publication in national peer reviewed journals	0
Average of impact factor of publications reported	0.8
Number of books published	5

Number of edited books published	5
Number of books (single authored) published	0
Number of books (coauthored) published	0
Numbers of conferences attended by faculty	57
Number of international conferences attended	2
Number of national conferences attended	22
Number of papers presented in conferences	35
Number of papers presented in international conferences	3
Number of papers presented in national conferences	32
Number of conferences organized by the institution	3
Number of faculty acted as experts resource persons	10
Number of faculty acted as experts resource persons - international	0
Number of faculty acted as experts resource persons- national	2
Number of collaborations with international institutions	1

Number of collaborations with national institutions	4
Number of linkages created during the year	1
Total budget for research for current year as a percentage of total institution budget	0.6 %
Amount of external research funding received in the year	3, 49,500
Number of patents received in the year	0
Number of patents applied for in the year	0
Number of research awards/ recognitions received by faculty and research fellows of the institute in the year	3
Number of PhDs awarded during the year	2
Percentage of faculty members invited as external experts/resource persons/reviewers/referees or any other significant research activities	16 % (10/63)

27. Student Details and Support Mechanisms

The total intake of students for various courses	1014
Actual enrollment during the year	1152
Student dropout percentage during the year	0.813
Success percentage in the final examination across the courses	92.40
Number of academic distinctions in the final examination and percentage	20.68
Number of students who got admitted to institutions of national importance	3
Number of students admitted to institutions abroad	2
Number of students qualified in UGC NET/ SET	5
Number of students qualified GATE/ CAT/ other examination (Specify)	1

28. Does student support mechanism exist for coaching for competitive examinations?
Yes

29. Student participation for coaching for competitive examinations?

Number of students participated	80
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30. Does student counselling and guidance service exist ?	Yes
31. Student participation for counselling and guidance service	
Number of students Participated	750
32. Career Guidance	
Number of career guidance programmes organized	7
Percentage of students participated in career guidance programmes	50 %
33. Is there provision for campus placement?	Yes
34. If yes	
Number of students participated in campus selection programmes	78
Number of students selected for placement during the year	12
35. Does gender sensitization program exist?	Yes
36. Number of programmes organised	3
37. Student activities	
Number of students participated in external cultural events	54
Number of prizes won by students in external cultural events	5

Number of cultural events conducted by the institute for the students	12 + 1
Number of students participated in international sports and games events	1
Number of students participated in national level sports and games events	23
Number of students participated in state level sports and games events	23
Number of students participated in university level sports and games events	34
Number of prizes won by students in international sports and games events	1
Number of prizes won by students in national level sports and games events	9
Number of prizes won by students in state level sports and games events	9
Number of prizes won by students in university level sports and games events	34
Number of sports and games events conducted by the institute for the students	2

38. Composition of students

Percentage of Scheduled Caste	12.5%
Percentage of Scheduled Tribe	0.09
Percentage of other backward communities	4.1%
Percentage of women students	100 %
Percentage of physically challenged	1.16
Percentage of rural students	64.28
Percentage of urban students	34.098

39. Scholarships and Financial Support

Number of students availing financial support from the institution	73
Amount disbursed as financial support from the institution	9,72,901
Number of students awarded scholarship from the institution	560
Number of students received notable	

national/international
achievements/recognition 1

40. Student initiatives

Number of community
upliftment programmes
initiated by students 29

Number of literary
programmes initiated by
students 10

Number of social action
initiatives based on
science / environment
initiated by students 13

Number of student research
initiatives 196

41. Whether perspective plan for overall developmental activities is created? Yes

42. If the answer for Qn. 40 is Yes, is the plan implemented and monitored? Yes

43. Whether benchmarking is created for institutional quality management efforts? Yes

44. If the answer to Question 43 is Yes, please list the benchmarking in various areas of development in bullet format

- NAAC Accreditation
- Research and Publication (Research Committee Screening and validation by international database ISSN)
- Student Projects (Departmental Screening)
- Faculty Induction and Promotion (University and Management Bench Marking, Promotion based on self appraisal)
- Student Admission (University Bench Marking and Management Bench Marking in Management quota)

45. Is a Management Information System (MIS) in place? Yes

46. If answer to question 44 is Yes, please provide details of MIS applied to

1. Administrative procedures including finance: LibSoft, GJ exam and Tally softwares and internally developed software for fee.
2. Student Admission: Fully computerized using internally developed Software.
3. Student Records: Computerized
4. Evaluation and Examination procedures: Fully computerized.
5. Research administration: Information Data Bank Available
6. Others: Faculty data systematically managed

47. Existence of learning resource management

e-database in library	: Yes
ICT and smart class room	: Yes
e-learning sources	: Yes
Production of teaching modules	: Yes
Interactive learning facilities	: No

48. Internal resource mobilization: Kindly provide the amount contributed

Research	: 1,31,900
Consultancy and training	: 19,000
Student contribution	: 7,11,001
Alumni contribution	: 12,000
Well wishers	: 1, 00,000

49. Infrastructure and welfare spending: Please specify the amount

Amount spent for infrastructure development	: 1,08,01,176
Amount spent for student welfare	: 27,02,021
Amount spent for staff welfare	: 2,94,780

50. Is delegation of authority practiced?

Yes

51. Does grievance redressal cell exist?

Faculty:	Yes
Students:	Yes
Staff:	Yes

52. Grievances received from faculty and resolved

Number of grievances received	2
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Number of grievances resolved	2
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53. Number of grievances received from students and resolved

Number of grievances received	8
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Number of grievances resolved	8
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54. Number of grievances received from other staff members and resolved

Number of grievances received	2
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Number of grievances resolved	2
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55. Has the institution conducted any SWOT analysis during the year **Yes**

56. The SWOT analysis was done by internal or by external agency **Internal**

57. Kindly provide three identified strengths from SWOT Analysis

- Dedicated and Competent Faculty
- Fully computerized Library with Braille Study material
- Disciplined atmosphere with emphasis on values

58. Kindly provide three identified weaknesses from the SWOT analysis

- Need for advanced digital facilities
- Need for better recreation facility
- Need for better placement opportunities

59. Kindly provide two opportunities identified from the SWOT analysis

- Research Centre for Mathematics
- Non conventional, career oriented courses

60. Kindly provide two identified challenges/threats from SWOT analysis

- Increased demand for professional colleges.
- Delay in syllabus updating

61. Identify any significant progress made by the institution towards achieving the goals and objectives during the year

- Inaugurated Research centre for Mathematics
- New well furnished Seminar Hall
- New hostel
- Publication of Science Journal with ISSN number
- Introduction of New Add on courses.
- Programmes on environment consciousness and values

62. How do you perceive the role of NAAC in the quality development of your institution

- Promotion of research culture among faculty and students
- Up gradation of mathematics department to Research Centre
- Publication of ISSN numbered Science Journal
- No. of journal publications has increased
- Active Research Forum
- Advancement in MIS
- Increased participation in seminars
- Increase in number of seminars organized
- Infrastructure Development
- Skill development of students

Best practices

Criterion wise Best practices

Criterion I

- Add on courses
- Subject related certificate courses conducted by departments

Criterion II

- Tutorial and mentoring system
- Organization of seminars and exhibitions
- Competitive exam coaching

Criterion III

- Village adoption
- St. Mary's Rajagiri outREACH
- Blood donation programme

Criterion IV

- Historical museum
- Extension of infrastructure to local community
- Fully computerized library with Braille material

Criterion V

- Free internet facility for faculty and students
 - Celebration of Rank holders and Toppers day
 - Observance of Days of National and International importance
 - Feed back system
 - Earn while learn projects
 - Life guidance course for students
 - Value education classes.
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Criterion VI

- Participatory management
- Effective utilization of resources

Criterion VII

- Talks/seminars on legal literacy and personality development
- Extension activities that instill social responsibility

Department wise Best practices

Biotechnology

- Blood donation camp in collaboration with IMA
- Certificate course on clinical biochemistry
- Add on course on bioinformatics

Botany

- Invited talks and National seminars
- Publication of research papers by the faculty
- Minor research projects
- Nature Club / Bhoomithrasena Club activities
- Visit to National parks and sanctuaries
- Visit to research institutions
- Celebration of nature relevant days
- Certificate course in Food and Nutrition
- Maintenance of Botanical and RET garden
- Academic linkages and collaborations

Computer science

- Certificate course on Management of Communication
- Short term certificate course on MS Office
- Short term certificate course on multimedia communication
- Bridge course

Economics

- SAVE – an initiative to nurture saving mentality in students
- Vatsalyam - Serve the poor and needy
- Interdepartmental Elocution Competition

English

- Manuscript Magazine Competition
- Communicative English Classes
- Literary Club

History

- History Museum
- Exhibitions
- Visit to Historical sites and Heritage centers
- Visit and financial help to Pain and Palliative Care Unit
- Coaching for competitive examinations

Language

- Day Celebrations
- Wall Magazine
- Visualization of texts

Mathematics

- UGC –NET Coaching
- House Visit to students' houses
- Certificate course on Geomath
- Promotion of Research

Invited talks and seminars

Microbiology

Certificate course on Mushroom cultivation
Microbiological Water analysis
Invited talks
Visit to research institutions
Publication of research papers by faculty and students
Bridge course
Journal club
Maintenance of pure cultures of bacteria

Physical education

Free accommodation and food in the college hostel for sports students
National level achievers admitted in management quota
Sports kits distributed yearly
Study materials and financial support given to poor students
Certificate Course in Yoga
Sports day celebration

Physics

Science Forum
Classes by Advanced learners in advanced topics
ICT based classes by students
Invited talks on relevant science topics
Exhibitions
Essay competitions
Science Quiz

Polymer Chemistry

Paper bag making and soap making
Rain water collection
Physico-chemical analysis of water
Invited talks and seminars
National Science day celebrations

Criterion wise Healthy practices

Criterion 1

Introduction of non conventional and job-oriented courses

Criterion 1I

Remedial and intensive teaching for slow and advance learners
Peer teaching
Academic and personal counseling

Bridge course
Regular examination and efficient evaluation
Manuscript magazine competition

Criterion III

Student surveys and projects
Publications in national and international journals
Collaborations

Criterion IV

Well-equipped Science and computer laboratory.
Accounts audited regularly and well maintained
Regular maintenance of infrastructure

Criterion V

Free ships and endowments to deserving students
Counseling centre
Morning Prayer and College Anthem
Career guidance and placement services
Literary and cultural activities
ii.

Criterion VI

Systematic performance appraisal
Academically oriented and student focused governance
Budget for planned development

Criterion VII

Good interpersonal relation between teachers and students