



## YEARLY STATUS REPORT - 2021-2022

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	St. Mary's College
• Name of the Head of the institution	Dr. Sr. Magie Jose
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04872333485
• 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
<b>2.Institutional status</b>	
• Affiliated /Constituent	Affiliated
• Type of Institution	Women
• Location	Urban

• Financial Status	UGC 2f and 12(B)																														
• Name of the Affiliating University	Calicut																														
• Name of the IQAC Coordinator	Dr. Dalie Dominic A																														
• Phone No.	04872333485																														
• Alternate phone No.	9846177755																														
• Mobile	9846177755																														
• IQAC e-mail address	smctsr@gmail.com																														
• Alternate Email address	dalie.dominic.a@smctsr.ac.in																														
<b>3. Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://www.stmaryscollegethrissur.edu.in/public/link/1657258999.pdf">https://www.stmaryscollegethrissur.edu.in/public/link/1657258999.pdf</a>																														
<b>4. Whether Academic Calendar prepared during the year?</b>	Yes																														
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.stmaryscollegethrissur.edu.in/public/link/1671166853.pdf">https://www.stmaryscollegethrissur.edu.in/public/link/1671166853.pdf</a>																														
<b>5. Accreditation Details</b>																															
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B+</td> <td>78.30</td> <td>2004</td> <td>04/11/2004</td> <td>03/11/2009</td> </tr> <tr> <td>Cycle 2</td> <td>A</td> <td>3.02</td> <td>2010</td> <td>28/03/2010</td> <td>27/03/2015</td> </tr> <tr> <td>Cycle 3</td> <td>A</td> <td>3.3</td> <td>2015</td> <td>01/05/2015</td> <td>30/04/2020</td> </tr> <tr> <td>Cycle 4</td> <td>A+</td> <td>3.41</td> <td>2021</td> <td>04/01/2022</td> <td>03/01/2027</td> </tr> </tbody> </table>		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	2021	04/01/2022	03/01/2027
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<b>6. Date of Establishment of IQAC</b>	15/02/2005																														
<b>7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>																															

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	Community College	UGC	2021, 730	74825
Institutional	Community College	UGC	2021, 730	5,10,077
Institutional	Development and Customization of Technology	UBA	2021, 365	100000
Institutional	KSCACS	GOVT OF KERALA	2021, 365	4000
Institutional	Project	KSCSTEC	2021, 365	10000
Faculty	MOOC Development	CEC	2021 730	1167900
Institutional	MP Fund	Govt	2022, 365	2196900

<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>		
<ul style="list-style-type: none"> <li>Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>	<b>9</b>		
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>		
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded		
<b>10. Whether IQAC received funding from any of the funding agency to support its activities</b>	<b>No</b>		

<b>during the year?</b>	
• If yes, mention the amount	
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
4th Cycle Reaccreditation Digital learning -technical support to Teaching Staff for the introduction of online classes MoU'S signed with Institutions Feedback analysis Platinum Jubilee project implementation	
<b>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</b>	
<b>Plan of Action</b>	<b>Achievements/Outcomes</b>
Fourth Cycle Re-Accreditation	Re-Accredited with 3.41, A+ Grade
Inculcate research attitude and enhance analytical skills in students	Power Point Presentation Competitions, Spectrum 2022 was organised for UG students on 14/3/2022, Paper Presentation Competitions Ignite 2022 was organized for PG students - 25/02/2022 (Science Stream), 14/02/2022 (Arts Stream)
Organize Sr. Dr. Rani George Endowment National Seminar and Paper Presentation	Conducted Dr. Sr. Rani George Endowment National Seminar & National level Paper Presentation Competition on IPR and Sustainable Environment on 9/03/2022
Honouring Outstanding achievers	Toppers Day was organized on 11 /03/ 2022. Dr Chacko Jose P, Principal, St.Aloysius College, Elthuruth was the Chief Guest
Entry Level Competencies	Conducted Graduate Aptitude Test for PG students on 01-15/02/2022 and Entry Level Test for UG students on 27/01/2022
Student Capability Enhancement Programme	Conducted 28 Skill Enhancement, Value Added and Certificate Programmes for developing subject/ general skills and

	employability for UG and PG students
Feedbacks	Analyzed and provided suggestions on Student Feedback on Institution and Curriculum, Parent Feedback on Curriculum, Faculty Feedback on Curriculum, Alumnae Feedback on Curriculum
Organised Mahitha Award ceremony	Mahitha award was awarded to Smt K K Shailaja Former Minister for Health, Social Justice & Woman and Child development on 15/8/22
Platinum Jubilee Project	Implemented the Panch Yojana Project- Marian Infrastructure Development Initiative (MIDI), Marian Academic Initiative (MAI), Marian Students Support Scheme (MSSS), Marian Environment Conservation Programme (MECP), Marian Rural Development Scheme (MRDS)
Mooc development	5 SWAYAM MOOC Courses were developed by the faculty and run on SWAYAM Platform
Digitization of Teaching -Learning	Technical support to Teaching Staff for the introduction of online classes, Students enrolled for SWAYAM, Coursera
Collaborations to improve Academic performance	114 Linkages and 19 MoU'S were signed to enhance Student skills and Academic Performance
Faculty Development Program	Orientation on Teaching Learning on 2/6/21 by Fr. Joye James SJ, Pr. Department of Loyola College of Social Science Bangalore and by Justice Kurian Joseph on 26/6/2021. Two day programme Faculty Development Program by Dr.S Franklin VJM Hyderabad and Fr.Gilson John Former Principal St.Joseph's College,

	Moolaamattam, Idukki from 30 to 31/5/2022
Student Orientation Program- Gear up 2021	Conducted student orientation on 2/6/21 by Sasi Immanuel, Nirmala Matha Central School
UBA Project	Project on Azolla production and training sanctioned and is ongoing
Student Induction Program	Student Induction program- Headstart 2021 conducted for Freshers from 25/10/2021 to 29/10/2021
Quality Assurance Seminars	Conducted seminars by Dr Fr Binoy Jacob on 26/6/2021, by Dr Sony Kuriyakose, IQAC Coordinator, Nirmala College Muvattupuzha on 19/9/2021

<b>13. Whether the AQAR was placed before statutory body?</b>	Yes
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- Name of the statutory body

Name	Date of meeting(s)
COUNCIL MEETING	01/06/2022

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

Year	Date of Submission
YES	13/02/2023

#### 15. Multidisciplinary / interdisciplinary

The NEP 2020 envisions that multidisciplinary education would develop all capacities of students leading to a holistic development. The focus of our institution is the holistic development of young women. In order to achieve this goal, the institution has always devised plans that take into account the demands of the various time periods. The fragmentation in higher education has thus been minimized by the timely inclusion of various additional teaching learning activities, courses, research and

community engagement projects.

Open, Elective and Complementary Courses gives students a variety of options to learn courses from other disciplines and it helps broaden students knowledge. For UG students, audit courses are available in environment studies, disaster management, human rights, and gender studies. 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. The integration of humanities and science is visible in the Skill, Certificate Courses and Value added courses. It helps students to acquire additional skills.

Projects and internships both inside and beyond the curriculum offer real-world knowledge. The institution gives emphasis on collaborative programmes and through the linkages and collaborative ventures with industries and academic bodies the students learn to understand contemporary issues, derive at solution and learn to understand the demands in professional world.

Research grants from DST, KSCSTE, UBA and Industries promote research culture. The institution's multidisciplinary research endeavor, MCAR is actively involved in collaborative research focusing on finding solutions to society's needs. The major objective of the research facility was to coordinate and conduct inter disciplinary research projects promoting science into day today life, bridging the gap between academia and society. MSc biology has been introduced as an innovative Programme integrating the different subjects in life sciences in 2021. The Community College offers opportunities for life-long learning.

The value education course provided enable students imbibe ethical and universal human values. The massive extension activities conducted crosses boundaries of subject discipline developing humanistic values. The activities of 2 units of NSS, 1 unit of NCC, create a sense of social commitment. Discussions, debates, competitions on various current affairs conducted by various associations, clubs, cells and forums, observance of various days of relevance motivate and kindle the inner potential of the students.

The artistic talents and skills are promoted through curricular and extracurricular activities.

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

An Academic Bank of Credit (ABC) would be good for the students allowing for flexibility and provision for multiple entries and exit would be highly beneficial for the students, this would be implemented according to the directions from the University and the Government. 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.

### **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 MSc Psychology and MSc Microbiology. 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 UGC Add on programmes and 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.



Incubation hubs on development and production of Organic fertilizer, Microbial consortium, Innovative Wound healing material, Mushroom and Fish culture, Agri-nursery, paper file production, 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. Value education classes, 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 hold on to the ancient Indian culture. Historical museum is maintained by the History department. 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. We are also planning to initiate a club on ethnographic theatre that emphasis on tribal communities. 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 learning is designed for maximizing the knowledge and skills of students. 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 has initiated Course Era- a platform where students can learn and receive certifications from different universities around the world and Marian Webisode- where students and faculty can express their academic and co-curricular interests. 5 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 offering 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**

1.1 671

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

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

**2.Student**

2.1 2577

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2 456

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

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

2.3 826

Number of outgoing/ final year students during the year

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

**3.Academic**

3.1 107

Number of full time teachers during the year

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

3.2 115

Number of sanctioned posts during the year

## Extended Profile

### 1. Programme

1.1	<b>671</b>
Number of courses offered by the institution across all programs during the year	

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

### 2. Student

2.1	<b>2577</b>
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	<b>456</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

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

2.3	<b>826</b>
Number of outgoing/ final year students during the year	

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

### 3. Academic

3.1	<b>107</b>
Number of full time teachers during the year	

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

3.2	115
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	78
Total number of Classrooms and Seminar halls	
4.2	934.79
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	350
Total number of computers on campus for academic purposes	

## 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

St. Mary's College, affiliated to University of Calicut adheres to the syllabi of the University. Based on the Academic calendar an Action Plan is prepared. 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 HoD's divide the syllabus and allots it to each faculty and discuss and plan teaching strategies for curriculum delivery. Faculty prepare 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 conducts faculty training in modern teaching pedagogy. Projects and internships within and outside the syllabi are provided. Labs, Computer / Browsing centre and Library facilitates 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 by departments help students to acquire additional skills and update knowledge according to local and global demand. Seminars, Interaction with experts from academia and industry, industrial visits promote quality enhancement

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
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	<a href="#">View File</a>
Link for Additional information	<a href="https://stmaryscollegethrissur.edu.in/calendar">https://stmaryscollegethrissur.edu.in/calendar</a>

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

**A. All of the above**

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

## 1.2 - Academic Flexibility

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

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

28

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

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

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

27



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

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

1406

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

## 1.3 - Curriculum Enrichment

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

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 and Value added courses orient students towards Professional ethics. Incubation centers are closely associated with environment conservation and women empowerment. UG students are offered course in Value education certified by Institute of Christian Chair, University of Calicut. One hour is allotted for ethics session every week for UG and PG students. Interaction with eminent women, Observance of days of relevance orient students towards current 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. Audit courses are provided for PG students.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

52

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

1024

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution **A. All of the above**

**from the following stakeholders Students  
Teachers Employers Alumni**

File Description	Documents
URL for stakeholder feedback report	<a href="https://www.stmaryscollegethrissur.edu.in/feedback">https://www.stmaryscollegethrissur.edu.in/feedback</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
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	<a href="https://www.stmaryscollegethrissur.edu.in/feedback">https://www.stmaryscollegethrissur.edu.in/feedback</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

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

##### 2.1.1.1 - Number of students admitted during the year

**903**

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

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

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

520

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

## 2.2 - Catering to Student Diversity

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

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 vernacular languages. Retests, mock tests and viva are conducted to make them feel at ease at assessment.

Peer Teaching - The peer leaders are selected from among the advanced learners and assigned a group of 4-5 students. They simplify difficult portions, provide study tips or points and monitor the slow learners by taking occasional test papers.

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	<a href="https://igac.smctsr.ac.in/docs/agar_21-22/crit_2/2.2.1/2.2.1_link.pdf">https://igac.smctsr.ac.in/docs/agar_21-22/crit_2/2.2.1/2.2.1_link.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
2577	107

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

### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Student centric methods that encourage independent learning skills and ensures direct practical experience. Experiential Learning Industrial visit / Field Trips/ Institution Visits are regularly conducted for hands on learning and direct experience

Students are taken to Research Institutions for developing research aptitude and are encouraged to attend Hands on Training Programme and Workshops in various institutions. Students also review research articles, discuss contemporary economic issues and make economics news presentations.

Students are encouraged to use their knowledge to solve problems they are expected to encounter in their life thus developing their problem solving skills. For example, students are trained in Fish farming, Aquarium manufacture and sale, rearing and release of butterflies, soap, hand wash, pain balm etc. They also learn problem solving while carrying out research projects both within and outside the institution.

To utilize online resources available, students are encouraged to participate in Moodle courses like SWAYAM, NPTEL etc. and utilize college digital repository for teaching learning process like E-Texts, Old Question Papers, Teaching Notes, Faculty Article, Research Papers, Thesis, Palm Leaf Collection etc., Subject

extension video, ICT enabled talks and additional websites are also used. Students also develop e- content and present seminars using PowerPoint.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://igac.smctsr.ac.in/docs/agar_21-22/crit_2/2.2.1/2.2.1_e_content.pdf">https://igac.smctsr.ac.in/docs/agar_21-22/crit_2/2.2.1/2.2.1_e_content.pdf</a>

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

The college ensures that its faculty adapt themselves to the changing needs. The college has two Computer Labs, a Browsing Centre and a Computer Centre to provide internet facilities to all students. The Wi-fi enabled campus provides an atmosphere conducive to virtual learning. Smart board facilities are available in 18 classrooms. The college has 2 ICT enabled air conditioned seminar halls. There are adequate computers for teaching learning, research and administration. Language lab facility enriches communicative and soft skills of the students. The College has fully automated library with KOHA software and has a wide collection of books and journals. The College is a member of N-List for e-books and Daisy Forum for audio books for the blind. Online platforms like MOOC, Moodle, YouTube Channels, Marian Webisode, SWAYAM NPTEL, blogs, Google classrooms, Google Meet, WhatsApp, Podcast and Telegram are 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. The college is the recognized Local chapter of SWAYAM NPTEL. Coursera Online Learning Initiative has been undertaken by the College since June 2020.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

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

#### 2.3.3.1 - Number of mentors

106

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

## 2.4 - Teacher Profile and Quality

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

107

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

33

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

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

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

594

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

## 2.5 - Evaluation Process and Reforms

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

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 with the students and parents well in time 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. Absentees or failed students are permitted to appear for retest. Results are provided to the students within 3 weeks. 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	<a href="#">View File</a>
Link for additional information	<a href="https://stmaryscollegethrissur.edu.in/evaluation">https://stmaryscollegethrissur.edu.in/evaluation</a>

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. If the student is not satisfied, she can approach her Tutor or the Grievance Redressal Cell for further 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	<a href="#">View File</a>
Link for additional information	<a href="https://www.stmaryscollegethrissur.edu.in/grievance">https://www.stmaryscollegethrissur.edu.in/grievance</a>

## 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.

Institution follows an outcome-based education and therefore the college council and IQAC has set POs, PCOs and COs for effective learning process. Our outcome emphasises moulding our students, Assessing Student capability and Orienting students to meet National expectations.

UG Programme outcomes enables to groom students in life skills and demonstrate skills in core disciplines, inculcate analytical thinking. It motivates students to pursue higher education and impart their own ideas in work front.

PG Programme Outcome enhances effective communication, develop critical, analytical, problem-solving skills and develop core subject specific skills. Our design emphasises on the development of scientific attitudes and holistic understandings of concepts of core and complementary disciplines and generate employment and support national security.

Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website, library and departmental notice boards. The significance of outcome and syllabus is communicated to students by teachers during the students induction programme. Copy of syllabus and curriculum is distributed and discussed by class tutors in every semester. New faculty is acquainted with the outcome design. Teaching plans are discussed and evaluated. Feedback is collected to assess attainment

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.stmaryscollegethrissur.edu.in/programoutcome">https://www.stmaryscollegethrissur.edu.in/programoutcome</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

POs, PSOs and COs are analysed on basis of continuous assessment both formative and summative. Review of results is done by faculty to ensure attainment of prescribed outcome. Final assessment is a summative assessment based on end semester University examinations. Level of outcome is classified on basis of grades scored by student in various courses. Both external and internal assessment is taken into account for the summative assessment. Summative assessment includes both theoretical and Practical assessments including a culminating project which assesses the capability of the student to apply the theoretical knowledge and practically experiment or explore and bring about a research work and produce a documented manuscript. Viva voce conducted along with the assessment examines the subject knowledge and proficiency, presentation and communication skills and strategizing capability. Formative assessment is done through continuous evaluation via class tests, assignments, seminars and innovative assessment techniques requiring enquiry and inquisitiveness. Student Internships enhance work experience, field skills and research skills. Internship feedbacks assess effectiveness of student at the work front. Semester internal exams are conducted as per University protocol. Student feedbacks on Curriculum and Teaching Learning and student progression report help to recognise the extent of attainment of programme outcome.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.stmaryscollegethrissur.edu.in/attainment">https://www.stmaryscollegethrissur.edu.in/attainment</a>

2.6.3 - Pass percentage of Students during the year

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

609

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="http://igac.smctsr.ac.in/docs/aqar_21-22/crit_2/2.6.3/2.6.3_pass_percent.pdf">http://igac.smctsr.ac.in/docs/aqar_21-22/crit_2/2.6.3/2.6.3_pass_percent.pdf</a>

## 2.7 - Student Satisfaction Survey

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

<https://www.stmaryscollegethrissur.edu.in/assets/user/Web/PDF/FeedbackAnalysis2021-22.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)

1.1

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

#### 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**

6

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

**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**

2

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://kscste.kerala.gov.in/">https://kscste.kerala.gov.in/</a>

**3.2 - Innovation Ecosystem**

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

The various sub units of the Marian business incubation centre functioned to promote the entrepreneurship in students. Under MIRTC papers were hardened and innovative pots were produced. Marian Agri Nursery produced manure from organic waste of neighbouring flat and steered Urban Forestry Program and Organic vegetable and herbal gardening initiative. Shalabha Centre and Haritham conducted certificate courses for entrepreneurship development. Samridhi and Alankara Fish Culture Unit organized cooking and advertising competitions and trained students in fish culture. Mushroom cultivation unit trained students and kudumbasree. MCAR Incubation Initiatives, was awarded Best Production Unit Award and International patent was received by Dr Kayeen Vadakken., Kerala start up mission Research incubation programme selected Dr Deepa G Muricken proposal and sanctioned Rs.

300000. Shoppers stop functioned to market students products. Eng Incubation Centre create a space to explore and exhibit technology enhanced skills and writing flair of the students. Udhymmithra Centre, RURAL Entrepreneurship Development (RED) Cell and Institution Innovation Council conducted activities to promote entrepreneurship.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.stmaryscollegethrissur.edu.in/incubation">https://www.stmaryscollegethrissur.edu.in/incubation</a>

### 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

18

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

17

File Description	Documents
URL to the research page on HEI website	<a href="https://stmaryscollegethrissur.edu.in/phd">https://stmaryscollegethrissur.edu.in/phd</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 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

20

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

The students and faculties of St. Mary's College Thrissur participates in various extension activities. Due to Covid scenario many of the extension activities were conducted in online

mode. Many awareness programs were conducted in response to need of the time. St. Mary's employment generation programme conducted stitching classes to approximately 100 women in neighbourhood. Classes on mushroom cultivation was provided to kudumbasree members. 75 families received 25 medicinal plants as part of platinum jubilee project. Various eco-friendly activities were conducted during the time like "black gold project", pest control in mango plantations, UBA project Azolla cultivation for food, feed and manure etc. Marians considered 'Health as wealth' and various programs were implemented on that towards the community. Various social issues were addressed during the extension programs conducted. These activities open up student's mind on the realisation that life in all its variety and challenge waits out of the walls of the College and students has a great responsibility to emerge themselves from the pupa stage to a responsible citizen and they should tackle responsibly once they are out in the open. We had taken up this society based learning as our responsibility.

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

Nil

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
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

32

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

### 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

760

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

114

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

### 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

19

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The institution has sufficient infrastructure to meet the requirements of 15 UG, 12 PG and 1 PhD Programme and Community College. 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 350 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 52460 Books, 91364 e Books, 6276 e journals and 68 Journals. The DSpace provide open access to all types of digital content and garden library is an innivative reading arena. 5 Museums and the 8gardens induce inquisitiveness and ensures formal and informal learning environments.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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 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	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.stmaryscollegethrissur.edu.in/sportsgames">https://www.stmaryscollegethrissur.edu.in/sportsgames</a>

#### 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	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.stmaryscollegethrissur.edu.in/IT">https://www.stmaryscollegethrissur.edu.in/IT</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

155.57

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

## 4.2 - Library as a Learning Resource

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

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 I 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. We are also a Member of DAISY Suganya Pusthakalaya, for audio books for the blind.

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

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** A. Any 4 or more of the above

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

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

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

16.14

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

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

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

71

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

There are 413 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	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

413

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

#### 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	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

165.27

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

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

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	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support



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

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

743

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

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

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

394

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

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

**A. All of the above**

File Description	Documents
Link to Institutional website	<a href="https://www.stmaryscollegethrissur.edu.in/enhancement">https://www.stmaryscollegethrissur.edu.in/enhancement</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

2561

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

2561

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

**5.1.5 - The Institution has a transparent 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	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

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

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

67

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

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

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

233

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

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

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

15

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year**

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

47

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

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

College Union plays important role in supporting the Institution. Due to COVID-19 pandemic the College Union election was not conducted and an elected panel of students functioned as a

temporary Student Council 21-22. 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 76th College day and Platinum Jubilee Vaedictory Function, 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	<a href="https://www.stmaryscollegethrissur.edu.in/studentcouncil">https://www.stmaryscollegethrissur.edu.in/studentcouncil</a>
Upload any additional information	<a href="#">View File</a>

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

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

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

## 5.4 - Alumni Engagement

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

Annual Alumnae meeting was organized on 26.01.2022 via google meet. Department Alumnae meetings were conducted by various Departments.

Activities of Association include Alumni talks series, Digital card making competition, Debate, 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, Talk on effective parenting for parents. 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	<a href="https://www.stmaryscollegethrissur.edu.in/public/report/1671696962.pdf">https://www.stmaryscollegethrissur.edu.in/public/report/1671696962.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 5.4.2 - Alumni contribution during the year (INR in Lakhs) A. ? 5Lakhs

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

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

St. Mary's College, the first Women's College of Thrissur district has a vision of holistic development of young women. Mission statement is renewed to incorporate changing circumstances. Quality policy and core values are linked to its vision and mission. The Management ensures participatory management with involvement of all stakeholders. Governing Body meets thrice a year to plan long term development strategies. Education Committee prepares action plan every academic year and submits it to Corporate Manager followed by monthly meeting to discuss implementation of the plans. The Local Management Committee and College Council review the plans of the Education Committee and implement the plans. IQAC devises strategies for enhancing quality 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 and work is distributed among faculty. Feedback on the different criteria 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 similar grooming programmes in other institutions as well. Well-knit coordination at all levels enables institution to be up to the mark.

File Description	Documents
Paste link for additional information	<a href="https://iqac.smctsr.ac.in/docs/agar_21-22/crit_6/6.1.1/6.1.1_link.pdf">https://iqac.smctsr.ac.in/docs/agar_21-22/crit_6/6.1.1/6.1.1_link.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The well-organized hierarchical structure of CMC Management ensures 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-in-charges. AQAR is prepared by co-ordinated efforts of IQAC members and IQAC co-ordinators, 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	<a href="#">Nil</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

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

Long term planning and periodic modifications in the Strategic plan is vital for the development of an institution. In 2015, College devised a strategic plan and aims to realize it by 2025. In connection with Platinum Jubilee Year, the College implemented Vision 2021. College gives due importance to enhance research outcomes.

Faculty has patents, government funded projects like UBA and industry funded projects. The MCAR, Research division of the College was awarded Best Production Unit Award. International patent was received by Dr Kayeen Vadakken for drug against *Pseudomonas aeruginosa*. Azolla Cultivation for food, feed and green manure was implemented in Kolazhy Panchayath as a UBA funded Project awarded to Dr Mabel Merlen Jacob, Department of Microbiology. Dr Deepa G Muricken, Department of Biochemistry, was a consultant to control pests in Mango Plantations in Muthalamada, Palakkad District. Marian Agri Nursery undertook Black Gold



project wherein partially digested organic wastes from neighbouring flat were converted to enriched organic manure.

College aims in translating academic research to socially relevant ventures and entrepreneurship initiatives. Incubation centres train students on Butterfly gardening, Ornamental and Food Fish Culture, Mushroom cultivation, developing eco-friendly products like soap, pain balm, sanitizer, pots from waste paper.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The 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	<a href="#">Nil</a>
Link to Organogram of the institution webpage	<a href="https://www.stmaryscollegethrissur.edu.in/organogram">https://www.stmaryscollegethrissur.edu.in/organogram</a>
Upload any additional information	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

## 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	<a href="http://igac.smctsr.ac.in/docs/aqar_21-22/crit_6/6.3.1/6.3.1_staff_welfare.pdf">http://igac.smctsr.ac.in/docs/aqar_21-22/crit_6/6.3.1/6.3.1_staff_welfare.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

34

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**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**

1

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	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

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

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

63

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

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

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	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

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

The 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 16/08/2022 to 19/08/2022.

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	<a href="#">View File</a>

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

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

4,25,500

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

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

The Management has a well devised resource mobilization policy for mobilization and optimal allocation of resources. The Governing Body monitors functioning of Institution and is supported by Management Committee, Education Committee, College Council, PTA Executive Committee and Alumni Executive Committee. The Bursar supported by the Superintendent and administrative staff is in charge of the financial transactions.

The major sources of funding are government grants, UGC grants and funds from various government agencies, Government salary of staff and fee collected for self-financing Programmes. Complete

transparency and accountability is ensured in utilization of allotted funds. 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 developmental activities of institution. Faculty contributes towards College Development Fund and financial support of deserving students. Funds are provided by well-wishers, non-government 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 for starting new programmes and contributes the deficit in the budget. The income and expenditure are properly audited and filed.

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

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC has provided an impetus to quality functioning of the College. The IQAC comprises of representatives of all stakeholders and upholds multidisciplinary education and holistic development of students, which is the focus of NEP 2020.

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. 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 and research culture by availing research grants from scientific agencies and industries for interdisciplinary and socially relevant research. Aided Faculty promotion through UGC regulations is monitored by IQAC.

File Description	Documents
Paste link for additional information	<a href="https://www.stmaryscollegethrissur.edu.in/feedback">https://www.stmaryscollegethrissur.edu.in/feedback</a>
Upload any additional information	<a href="#">View File</a>

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

**IQAC is 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. 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 for the attainment of outcomes.

IQAC has initiated Coursera- a platform where students can learn and receive certifications from renowned universities and a You tube channel, Marian Webisode for students and faculty to express their academic and co-curricular interests. MOOC, Moodle, YouTube Channels, SWAYAM NPTEL, blogs, Google classrooms, Google Meet, WhatsApp, and Telegram are used by the faculties. College Digital Library has e-contents developed by faculties. Students are introduced to e PG Pathshala, N List, Word Press and encouraged to participate in ICT enabled activities. 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.

File Description	Documents
Paste link for additional information	<a href="https://www.stmaryscollegethrissur.edu.in/attainment">https://www.stmaryscollegethrissur.edu.in/attainment</a>
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.stmaryscollegethrissur.edu.in/collegereport">https://www.stmaryscollegethrissur.edu.in/collegereport</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

St. Mary's College was established with the purpose of uplifting women through education. It continues its countless efforts educating women to face new challenges and adopt new opportunities. The institution situated in the heart of the city is easily approachable and Students from far areas are provided

College Hostel facilities.College and Hostel are under CCTV surveillance and 24 hours security. College keeps in regular touch with Pink Police. Women's Development Cell and various departments, clubs and forums organize invited talks, discussions, debates and various competitions related to gender, women health and empowerment. Academic projects, elective courses and seminars related to gender studies, incubation centres enrich students. Action plan for conduct of awareness programmes, gender equity and empowerment is prepared and programmes were organized. Students were guided to participate in programmes outside campus to make them competent with opposite sex. Counselling centres functions in the campus and provides moral, psychological and academic support and common rooms and fitness centre for relaxation. Students are trained to participate in various sports events- Athletics, Hockey, Kabbadi, Kho Kho Sepak Takraw, Powerlifting Weight Lifting, Yoga, Boxing and have won laurels. Sexual Harassment Prevention Cell/Internal Complaints Committee equips students to express their own opinion.

File Description	Documents
Annual gender sensitization action plan	<a href="https://igac.smctsr.ac.in/docs/aqar_21-22/crit_7/7.1.1/7.1.1_gender_22-23.pdf">https://igac.smctsr.ac.in/docs/aqar_21-22/crit_7/7.1.1/7.1.1_gender_22-23.pdf</a>
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://igac.smctsr.ac.in/docs/aqar_21-22/crit_7/7.1.1/7.1.1_safety.pdf">https://igac.smctsr.ac.in/docs/aqar_21-22/crit_7/7.1.1/7.1.1_safety.pdf</a>

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

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

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

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

## Hazardous chemicals and radioactive waste management

Biodegradable wastes collected in separate bin are disposed to green/vermi-compost pits to generate microbial enriched manure - Vermi wash, Vermi compost. The food waste is fed to biogas unit. BSF Larvae Unit exists for food waste management. Liquid waste from Samridhi Fish Culture is utilized for organic farming.

Microbiologically contaminated materials and supernatants of biological samples are autoclaved and discarded into the sink which connects special pit for waste management. Needle sharps are collected in puncture proof containers, autoclaved and dumped in needle pit. Blood/ Pus test samples are destroyed under aseptic conditions. Glass containers are disinfected with hypochlorite before washing/recycling.

Hazardous acidic and basic wastes are neutralized before disposing. Gel containing Ethidium bromide is melted with charcoal and discarded into sink.

Glass pit collects broken glass materials. Two incinerators make effective disposal. Computers are upgraded to latest versions and rewritable USB devices, additional hard disks for excess data and e-mailing is encouraged. Centralized intranet connection enables dissemination of information and data transfer. Unused pages of assignment books are rebound to new books. Paper pens and other utility articles are made from used papers. Damaged machineries are turned to useful products.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

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

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

### 7.1.5 - Green campus initiatives include

#### 7.1.5.1 - The institutional initiatives for greening the campus are as follows:

B. Any 3 of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

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

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.**

**Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**

**5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	<a href="#">View File</a>

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

**Our institution takes all steps to contain students from different backgrounds with due respect and dignity. To address the diverse needs of students college takes earnest efforts to accommodate students from different strata and ensure that no discrimination is made on basis of caste, creed and socio economic status. The**

students from different parts of the state and country study here. College take serious effort to conduct various celebrations of festivals and other occasions. The students can mitigate the cultural and communal differences harmoniously. Students are free to practice their beliefs while still appreciating others around them. Through these celebrations students can interact with each other and they can build friendships and have a sense of community life. There is a close bond between students and tutors through the tutorial and mentoring sessions and these classes ensures one to one relationships. To uphold the real sense of our nation that is unity and diversity various programmes and competitions are organized by our college. Celebrating festivals of Onam, Bakrid, Holi, Christmas with all its grandeur brings in sense of oneness and love. Institution provides a common prayer room for students of all religions.

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	<a href="#">View File</a>

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

The institution provide a great opportunity to know about our constitutional values. Preamble of Indian Constitution is displayed on premises of the Institution. College conducted various competitions and awareness programme for the awareness and deep understanding about our constitution . Legal awareness classes are provided to students to make them aware of country's laws. Student Council was elected in a free and fair mode and all students are members of General Council. Mock parliament , Voters day celebration , taking pledge are conducted . Through various clubs and forums the activities are conducted and student ambassadors take initiation for the same . The celebration of Independence and Republic days, Gandhi Jayanthi, instill sense of patriotism and also create awareness on the sacrifice of lakhs for the motherland. Observation of Women's Day, Youth day, Girl Child Day, Grand Parents Day creates an awareness on need for respecting diverse groups. Through the activities of NSS and NCC, students are moulded for serving the society and were inspired to be committed citizens of tomorrow.. The Onam, Christmas celebrations signify love, unity, oneness and secularist character of the

country. Activities under Unnath Bharat Abhiyan reflects the commitment of the students and staff to the society.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="http://igac.smctsr.ac.in/docs/aqar_21-22/crit_7/7.1.9/7.1.9_activities.pdf">http://igac.smctsr.ac.in/docs/aqar_21-22/crit_7/7.1.9/7.1.9_activities.pdf</a>
Any other relevant information	Nil

**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**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Our institution celebrates various days to create awareness among students. World Environment day, World Ocean day, World Wetland day, World Soil day, Ozone Day, Bio fuel day, Nature Conservation

day create awareness on conserving nature and natural resources. The observation of National Patriotism day, Republic Day, Independence Day, Rastriya Ekta Divas, Gandhi Jayanthi, Kargil Vijay Divas, Constitutional Day, Kerala Piravi day, etc. instill patriotic fervor. Alzheimer's Day, Cancer Day, Mental Health Day, Aids Day, Blood Donor's Day, World Gist day creates awareness on addressing various health issues. World Handicappedday, World Population Day, Human Rights Day, Youth Day, Girl Child Day, Women's Day, World Day against Child Labour, National Youth Confidence Day, World Pneumonia day, International Day for Eradication of Poverty, Teachers Day, Non-Teaching Staff Day creates awareness on rights of different sections of the society. Pi day, Ramanujan Day, National Science Week develop scientific temper. Reading week is observed to lead the academic community back to the world of reading. World Photography day, World Tourism day, National Artists Day, National Food day are also observed to create awareness in students. Onam and Christmas were also celebrated for promoting religious Harmony.

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

**Title of the Practice - Marian Skill development programs**

### Objectives

To mitigate the gap between theoretical part and practical aspects

### The Context

The current era emphasizes vocational education to develop a skilled workforce.

### The Practice



The institution offers B Voc Multimedia and B Voc Software Development. In 2020, new Applied Biotechnology B Voc and M Voc programmes were launched. A variety of UGC Add-on programmes and Certificate courses aid to students enhancing their employability.

Problems encountered and resources required - Social stigma, time limitations

Title -Community outreach Endeavour

Objective

To bridge gap between Research and Extension

The Context

As according to the current scenario there is an urgent call for addressing issues that affect the communities.

The Practice

Departments conducts series of extension activities. NCC, NSS, UBA play a pivotal role in extension initiatives. Under the UBA local needs of the panchayat are surveyed and research projects are submitted. The jubilee projects, Sparsham-Moulding school and Higher Secondary School students, Vatsalyam-Finishing School Programme, Sakthikaranam-Skill training to women between age of 20-45 and Suraksha-Health schemes for women above age of 60 were initiatives conducted for the rural community.

Problems encountered and resources required -Coordinating local people, Panchayath and farmers was challenging.

File Description	Documents
Best practices in the Institutional website	<a href="https://www.stmaryscollegethrissur.edu.in/public/link/1673337131.pdf">https://www.stmaryscollegethrissur.edu.in/public/link/1673337131.pdf</a>
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 the 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. St. Mary's College, first Women's College in Thrissur District was established in 1946 with this aim to make them empowered. 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 and UGC sponsored Community College.

To uplift women, Institution has introduced ICT in all fields. Students are motivated to proceed to higher education. Research division, MCAR was awarded Best production unit award. International patent was received for Drug against bacterial infested pneumonia. UBA funded project Azolla cultivation was conducted in Kolazhy Panchayath. Department of Biochemistry, produced innovative pots for planting plants. Shoppers stop initiative started for students to market their products. Platinum jubilee scholarship for our students and Marian Rural development scheme supported the school and college students, the skill training and Suraksha health scheme was a great help for women of the neighborhoods. Importance to sports has brought about excellent performers.

## 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

St. Mary's College, affiliated to University of Calicut adheres to the syllabi of the University. Based on the Academic calendar an Action Plan is prepared. 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 HoD's divide the syllabus and allots it to each faculty and discuss and plan teaching strategies for curriculum delivery. Faculty prepare 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 conducts faculty training in modern teaching pedagogy. Projects and internships within and outside the syllabi are provided. Labs, Computer / Browsing centre and Library facilitates 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 by departments help students to acquire additional skills and update knowledge according to local and global demand. Seminars, Interaction with experts from academia and industry, industrial visits promote quality enhancement

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
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	<a href="#">View File</a>
Link for Additional information	<a href="https://stmaryscollegethrissur.edu.in/calendar">https://stmaryscollegethrissur.edu.in/calendar</a>

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

**A. All of the above**

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

## 1.2 - Academic Flexibility

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

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

28

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

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

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

27

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

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

1406

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

### 1.3 - Curriculum Enrichment

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

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 and Value added courses orient students towards Professional ethics. Incubation centers are closely associated with environment conservation and women empowerment. UG students are offered course in Value education certified by Institute of Christian Chair, University of Calicut. One hour is allotted for ethics session every week for UG and PG students. Interaction with eminent women, Observance of days of relevance orient students towards current 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. Audit courses are provided for PG students.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

52

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

1024

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

**1.4 - Feedback System**

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	<a href="https://www.stmaryscollegethrissur.edu.in/feedback">https://www.stmaryscollegethrissur.edu.in/feedback</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
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	<a href="https://www.stmaryscollegethrissur.edu.in/feedback">https://www.stmaryscollegethrissur.edu.in/feedback</a>

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

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

**2.1.1.1 - Number of students admitted during the year**

903

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

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

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

520



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

## 2.2 - Catering to Student Diversity

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

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 vernacular languages. Retests, mock tests and viva are conducted to make them feel at ease at assessment.

Peer Teaching - The peer leaders are selected from among the advanced learners and assigned a group of 4-5 students. They simplify difficult portions, provide study tips or points and monitor the slow learners by taking occasional test papers.

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	<a href="https://igac.smctsr.ac.in/docs/agar_21-22/crit_2/2.2.1/2.2.1_link.pdf">https://igac.smctsr.ac.in/docs/agar_21-22/crit_2/2.2.1/2.2.1_link.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
2577	107

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

### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Student centric methods that encourage independent learning skills and ensures direct practical experience. Experiential Learning Industrial visit / Field Trips/ Institution Visits are regularly conducted for hands on learning and direct experience

Students are taken to Research Institutions for developing research aptitude and are encouraged to attend Hands on Training Programme and Workshops in various institutions. Students also review research articles, discuss contemporary economic issues and make economics news presentations.

Students are encouraged to use their knowledge to solve problems they are expected to encounter in their life thus developing their problem solving skills. For example, students are trained in Fish farming, Aquarium manufacture and sale, rearing and release of butterflies, soap, hand wash, pain balm etc. They also learn problem solving while carrying out research projects both within and outside the institution.

To utilize online resources available, students are encouraged to participate in Moodle courses like SWAYAM, NPTEL etc. and utilize college digital repository for teaching learning process like E-Texts, Old Question Papers, Teaching Notes, Faculty Article, Research Papers, Thesis, Palm Leaf Collection

etc., Subject extension video, ICT enabled talks and additional websites are also used. Students also develop e- content and present seminars using PowerPoint.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://igac.smctsr.ac.in/docs/agar_21-22/crit_2/2.2.1/2.2.1_e_content.pdf">https://igac.smctsr.ac.in/docs/agar_21-22/crit_2/2.2.1/2.2.1_e_content.pdf</a>

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

The college ensures that its faculty adapt themselves to the changing needs. The college has two Computer Labs, a Browsing Centre and a Computer Centre to provide internet facilities to all students. The Wi-fi enabled campus provides an atmosphere conducive to virtual learning. Smart board facilities are available in 18 classrooms. The college has 2 ICT enabled air conditioned seminar halls. There are adequate computers for teaching learning, research and administration. Language lab facility enriches communicative and soft skills of the students. The College has fully automated library with KOHA software and has a wide collection of books and journals. The College is a member of N-List for e-books and Daisy Forum for audio books for the blind. Online platforms like MOOC, Moodle, YouTube Channels, Marian Webisode, SWAYAM NPTEL, blogs, Google classrooms, Google Meet, WhatsApp, Podcast and Telegram are 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. The college is the recognized Local chapter of SWAYAM NPTEL. Coursera Online Learning Initiative has been undertaken by the College since June 2020.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

**2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )****2.3.3.1 - Number of mentors**

106

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

**2.4 - Teacher Profile and Quality****2.4.1 - Number of full time teachers against sanctioned posts during the year**

107

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)****2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

33

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

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

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

594

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

### 2.5 - Evaluation Process and Reforms

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

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 with the students and parents well in time 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. Absentees or failed students are permitted to appear for retest. Results are provided to the students within 3 weeks. 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	<a href="#">View File</a>
Link for additional information	<a href="https://stmaryscollegethrissur.edu.in/evaluation">https://stmaryscollegethrissur.edu.in/evaluation</a>

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. If the student is not satisfied, she can approach her Tutor or the Grievance Redressal Cell for further 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	<a href="#">View File</a>
Link for additional information	<a href="https://www.stmaryscollegethrissur.edu.in/grievance">https://www.stmaryscollegethrissur.edu.in/grievance</a>

## 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.

Institution follows an outcome-based education and therefore the college council and IQAC has set POs, PCOs and COs for effective learning process. Our outcome emphasises moulding our students, Assessing Student capability and Orienting students to meet National expectations.

UG Programme outcomes enables to groom students in life skills and demonstrate skills in core disciplines, inculcate analytical thinking. It motivates students to pursue higher education and impart their own ideas in work front.

PG Programme Outcome enhances effective communication, develop critical, analytical, problem-solving skills and develop core subject specific skills. Our design emphasises on the development of scientific attitudes and holistic understandings of concepts of core and complementary disciplines and generate employment and support national security.

Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website, library and departmental notice boards. The significance of outcome and syllabus is communicated to students by teachers during the students induction programme. Copy of syllabus and curriculum is distributed and discussed by class tutors in every semester. New faculty is acquainted with the outcome design. Teaching plans are discussed and evaluated. Feedback is collected to assess attainment

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.stmaryscollegethrissur.edu.in/programoutcome">https://www.stmaryscollegethrissur.edu.in/programoutcome</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

POs, PSOs and COs are analysed on basis of continuous assessment both formative and summative. Review of results is done by faculty to ensure attainment of prescribed outcome. Final assessment is a summative assessment based on end semester University examinations. Level of outcome is classified on basis of grades scored by student in various courses. Both external and internal assessment is taken into account for the summative assessment. Summative assessment includes both theoretical and Practical assessments including a culminating project which assesses the capability of the student to apply the theoretical knowledge and practically experiment or explore and bring about a research work and produce a documented manuscript. Viva voce conducted along with the assessment examines the subject knowledge and proficiency, presentation and communication skills and strategizing capability. Formative assessment is done through continuous evaluation via class tests, assignments, seminars and innovative assessment techniques requiring enquiry and inquisitiveness. Student Internships enhance work experience, field skills and research skills. Internship feedbacks assess effectiveness of student at the work front. Semester internal exams are conducted as per University protocol. Student feedbacks on Curriculum and Teaching Learning and student progression report help to recognise the extent of attainment of programme outcome.



File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.stmaryscollegethrissur.edu.in/attainment">https://www.stmaryscollegethrissur.edu.in/attainment</a>

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

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

609

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="http://iqac.smctsr.ac.in/docs/aqar_21-22/crit_2/2.6.3/2.6.3_pass_percent.pdf">http://iqac.smctsr.ac.in/docs/aqar_21-22/crit_2/2.6.3/2.6.3_pass_percent.pdf</a>

### 2.7 - Student Satisfaction Survey

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

<https://www.stmaryscollegethrissur.edu.in/assets/user/Web/PDF/FeedbackAnalysis2021-22.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)

1.1

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

### 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

6

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

### 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

2

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://kscste.kerala.gov.in/">https://kscste.kerala.gov.in/</a>

### 3.2 - Innovation Ecosystem

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

The various sub units of the Marian business incubation centre functioned to promote the entrepreneurship in students. Under MIRC papers were hardened and innovative pots were produced. Marian Agri Nursery produced manure from organic waste of neighbouring flat and steered Urban Forestry Program and Organic vegetable and herbal gardening initiative. Shalabha Centre and Haritham conducted certificate courses for entrepreneurship development. Samridhi and Alankara Fish Culture Unit organized cooking and advertising competitions and trained students in fish culture. Mushroom cultivation unit trained students and kudumbasree. MCAR Incubation Initiatives, was awarded Best Production Unit Award and International patent was received by Dr Kayeen Vadakken., Kerala start up mission Research incubation programme selected Dr Deepa G Muricken proposal and sanctioned Rs. 300000. Shoppers stop functioned to market students products. Eng Incubation Centre create a space to explore and exhibit technology enhanced skills and writing flair of the students. Udhyammithra Centre, RURAL Entrepreneurship Development (RED) Cell and Institution Innovation Council conducted activities to promote entrepreneurship.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.stmaryscollegethrissur.edu.in/incubation">https://www.stmaryscollegethrissur.edu.in/incubation</a>

### **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**

18

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

17

File Description	Documents
URL to the research page on HEI website	<a href="https://stmaryscollegethrissur.edu.in/phd">https://stmaryscollegethrissur.edu.in/phd</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 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	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 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

20

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

The students and faculties of St. Mary's College Thrissur participates in various extension activities. Due to Covid scenario many of the extension activities were conducted in online mode. Many awareness programs were conducted in response to need of the time. St. Mary's employment generation programme conducted stitching classes to approximately 100 women in neighbourhood. Classes on mushroom cultivation was provided to kudumbasree members. 75 families received 25 medicinal plants as part of platinum jubilee project. Various eco-friendly activities were conducted during the time like "black gold project", pest control in mango plantations, UBA project Azolla cultivation for food, feed and manure etc. Marians considered 'Health as wealth' and various programs were implemented on that towards the community. Various social issues were addressed during the extension programs conducted. These activities open up student's mind on the realisation that life in all its variety and challenge waits out of the walls of the College and students has a great responsibility to emerge themselves from the pupa stage to a responsible citizen and they should tackle responsibly once they are out in the open. We had taken up this society based learning as our responsibility.

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**

Nil

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
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**

32

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**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**

760

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

114

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

#### 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

19

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The institution has sufficient infrastructure to meet the requirements of 15 UG, 12 PG and 1 PhD Programme and Community College. 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 350 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 52460 Books, 91364 e Books, 6276 e journals and 68 Journals. The DSpace provide open access to all types of digital content and garden library is an innivative reading arena. 5 Museums and the 8gardens induce inquisitiveness and ensures formal and informal learning environments.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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 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	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.stmaryscollegethrissur.edu.in/sportsgames">https://www.stmaryscollegethrissur.edu.in/sportsgames</a>

#### 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	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.stmaryscollegethrissur.edu.in/IT">https://www.stmaryscollegethrissur.edu.in/IT</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

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

155.57

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

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

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 I 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. We are also a Member of DAISY Sugamya Pusthakalaya, for audio books for the blind.

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

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

**A. Any 4 or more of the above**

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

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

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

**16.14**

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

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

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

**71**

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

There are 413 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	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

413

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

**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	<a href="#">View File</a>

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

165.27

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

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

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	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

743

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

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

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

394

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

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

A. All of the above

File Description	Documents
Link to Institutional website	<a href="https://www.stmaryscollegethrissur.edu.in/enhancement">https://www.stmaryscollegethrissur.edu.in/enhancement</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

2561

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

2561

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

**5.1.5 - The Institution has a transparent 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	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

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

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



67

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

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

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

233

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

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

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

15

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year**

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

47

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

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

College Union plays important role in supporting the Institution. Due to COVID-19 pandemic the College Union election was not conducted and an elected panel of students functioned as a temporary Student Council 21-22. 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 76th College day and Platinum Jubilee Valedictory Function, 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	<a href="https://www.stmaryscollegethrissur.edu.in/studentcouncil">https://www.stmaryscollegethrissur.edu.in/studentcouncil</a>
Upload any additional information	<a href="#">View File</a>

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

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

68

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

### **5.4 - Alumni Engagement**

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

Annual Alumnae meeting was organized on 26.01.2022 via google meet. Department Alumnae meetings were conducted by various Departments.

Activities of Association include Alumni talks series, Digital card making competition, Debate, 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, Talk on effective parenting for parents. 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	<a href="https://www.stmaryscollegethrissur.edu.in/public/report/1671696962.pdf">https://www.stmaryscollegethrissur.edu.in/public/report/1671696962.pdf</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)** A. ? 5Lakhs

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

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

St. Mary's College, the first Women's College of Thrissur district has a vision of holistic development of young women. Mission statement is renewed to incorporate changing circumstances. Quality policy and core values are linked to its vision and mission. The Management ensures participatory management with involvement of all stakeholders. Governing Body meets thrice a year to plan long term development strategies. Education Committee prepares action plan every academic year and submits it to Corporate Manager followed by monthly meeting to discuss implementation of the plans. The Local Management

Committee and College Council review the plans of the Education Committee and implement the plans. IQAC devises strategies for enhancing quality 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 and work is distributed among faculty. Feedback on the different criteria 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 similar grooming programmes in other institutions as well. Well-knit coordination at all levels enables institution to be up to the mark.

File Description	Documents
Paste link for additional information	<a href="https://iqac.smctsr.ac.in/docs/aqar_21-22/crit_6/6.1.1/6.1.1_link.pdf">https://iqac.smctsr.ac.in/docs/aqar_21-22/crit_6/6.1.1/6.1.1_link.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The well-organized hierarchical structure of CMC Management ensures 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-in-charges. AQAR is prepared by co-ordinated efforts of IQAC members and IQAC co-ordinators, 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	<a href="#">Nil</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

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

Long term planning and periodic modifications in the Strategic plan is vital for the development of an institution. In 2015, College devised a strategic plan and aims to realize it by 2025. In connection with Platinum Jubilee Year, the College implemented Vision 2021. College gives due importance to enhance research outcomes.

Faculty has patents, government funded projects like UBA and industry funded projects. The MCAR, Research division of the College was awarded Best Production Unit Award. International patent was received by Dr Kayeen Vadakken for drug against *Pseudomonas aeruginosa*. Azolla Cultivation for food, feed and green manure was implemented in Kolazhy Panchayath as a UBA funded Project awarded to Dr Mabel Merlen Jacob, Department of Microbiology. Dr Deepa G Muricken, Department of Biochemistry, was a consultant to control pests in Mango Plantations in Muthalamada, Palakkad District. Marian Agri Nursery undertook Black Gold project wherein partially digested organic wastes from neighbouring flat were converted to enriched organic manure.

College aims in translating academic research to socially relevant ventures and entrepreneurship initiatives. Incubation centres train students on Butterfly gardening, Ornamental and Food Fish Culture, Mushroom cultivation, developing eco-friendly products like soap, pain balm, sanitizer, pots from waste paper.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The 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	<a href="#">Nil</a>
Link to Organogram of the institution webpage	<a href="https://www.stmaryscollegethrissur.edu.in/organogram">https://www.stmaryscollegethrissur.edu.in/organogram</a>
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in**

**A. All of the above**

**areas of operation Administration Finance  
and Accounts Student Admission and  
Support Examination**

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 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	<a href="http://igac.smctsr.ac.in/docs/agar_21-22/crit_6/6.3.1/6.3.1_staff_welfare.pdf">http://igac.smctsr.ac.in/docs/agar_21-22/crit_6/6.3.1/6.3.1_staff_welfare.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

34

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**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**

1

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	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

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

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

63

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

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

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	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

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

The 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 16/08/2022 to 19/08/2022.

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	<a href="#">View File</a>

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

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

4,25,500

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

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

The Management has a well devised resource mobilization policy for mobilization and optimal allocation of resources. The Governing Body monitors functioning of Institution and is supported by Management Committee, Education Committee, College Council, PTA Executive Committee and Alumni Executive Committee. The Bursar supported by the Superintendent and administrative staff is in charge of the financial

transactions.

The major sources of funding are government grants, UGC grants and funds from various government agencies, Government salary of staff and fee collected for self -financing Programmes. Complete transparency and accountability is ensured in utilization of allotted funds. 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 developmental activities of institution. Faculty contributes towards College Development Fund and financial support of deserving students. Funds are provided by well-wishers, non-government 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 for starting new programmes and contributes the deficit in the budget. The income and expenditure are properly audited and filed.

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

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

**IQAC has provided an impetus to quality functioning of the College. The IQAC comprises of representatives of all stakeholders and upholds multidisciplinary education and holistic development of students, which is the focus of NEP 2020.**

**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. 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 and research culture by availing research grants from scientific agencies and industries for interdisciplinary and socially relevant research. Aided Faculty promotion through UGC regulations is monitored by IQAC.

File Description	Documents
Paste link for additional information	<a href="https://www.stmaryscollegethrissur.edu.in/feedback">https://www.stmaryscollegethrissur.edu.in/feedback</a>
Upload any additional information	<a href="#">View File</a>

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

**IQAC is 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. 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 for the attainment of outcomes.

IQAC has initiated Coursera- a platform where students can learn and receive certifications from renowned universities and a You tube channel, Marian Webisode for students and faculty to express their academic and co-curricular interests. MOOC, Moodle, YouTube Channels, SWAYAM NPTEL, blogs, Google classrooms, Google Meet, WhatsApp, and Telegram are used by the faculties. College Digital Library has e-contents developed by faculties. Students are introduced to e PG Pathshala, N List, Word Press and encouraged to participate in ICT enabled activities. 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.

File Description	Documents
Paste link for additional information	<a href="https://www.stmaryscollegethrissur.edu.in/attainment">https://www.stmaryscollegethrissur.edu.in/attainment</a>
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.stmaryscollegethrissur.edu.in/collegereport">https://www.stmaryscollegethrissur.edu.in/collegereport</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

St. Mary's College was established with the purpose of uplifting women through education. It continues its countless efforts educating women to face new challenges and adopt new opportunities. The institution situated in the heart of the city is easily approachable and Students from far areas are provided College Hostel facilities. College and Hostel are under CCTV surveillance and 24 hours security. College keeps in regular touch with Pink Police. Women's Development Cell and various departments, clubs and forums organize invited talks, discussions, debates and various competitions related to gender, women health and empowerment. Academic projects, elective courses and seminars related to gender studies, incubation centres enrich students. Action plan for conduct of awareness programmes, gender equity and empowerment is prepared and programmes were organized. Students were guided to participate in programmes outside campus to make them competent with opposite sex. Counselling centres functions in the campus and provides moral, psychological and academic support and common rooms and fitness centre for relaxation. Students are trained to participate in various sports events- Athletics, Hockey, Kabbadi, Kho Kho Sepak Takraw, Powerlifting Weight Lifting, Yoga, Boxing and have won laurels. Sexual Harassment Prevention Cell/Internal Complaints Committee equips students to express their own opinion.



File Description	Documents
Annual gender sensitization action plan	<a href="https://igac.smctsr.ac.in/docs/aqar_21-22/crit_7/7.1.1/7.1.1_gender_22-23.pdf">https://igac.smctsr.ac.in/docs/aqar_21-22/crit_7/7.1.1/7.1.1_gender_22-23.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://igac.smctsr.ac.in/docs/aqar_21-22/crit_7/7.1.1/7.1.1_safety.pdf">https://igac.smctsr.ac.in/docs/aqar_21-22/crit_7/7.1.1/7.1.1_safety.pdf</a>

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

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

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

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

**Biodegradable wastes collected in separate bin are disposed to green/vermi-compost pits to generate microbial enriched manure - Vermi wash, Vermi compost. The food waste is fed to biogas unit. BSF Larvae Unit exists for food waste management. Liquid waste from Samridhi Fish Culture is utilized for organic farming.**

**Microbiologically contaminated materials and supernatants of biological samples are autoclaved and discarded into the sink which connects special pit for waste management. Needle sharps are collected in puncture proof containers, autoclaved and dumped in needle pit. Blood/ Pus test samples are destroyed under aseptic conditions. Glass containers are disinfected with hypochlorite before washing/recycling.**

**Hazardous acidic and basic wastes are neutralized before**

disposing. Gel containing Ethidium bromide is melted with charcoal and discarded into sink.

Glass pit collects broken glass materials. Two incinerators make effective disposal. Computers are upgraded to latest versions and rewritable USB devices, additional hard disks for excess data and e-mailing is encouraged. Centralized intranet connection enables dissemination of information and data transfer. Unused pages of assignment books are rebound to new books. Paper pens and other utility articles are made from used papers. Damaged machineries are turned to useful products.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

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

**B. Any 3 of the above**

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

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for 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**

**B. Any 3 of the above**

5. Landscaping	
File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>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</b>	<b>A. Any 4 or all of the above</b>
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<b>No File Uploaded</b>
Any other relevant information	<a href="#">View File</a>
<b>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</b>	<b>B. Any 3 of the above</b>

reading material, screen	reading
File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	<a href="#">View File</a>
<p>7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).</p>	
<p>Our institution takes all steps to contain students from different backgrounds with due respect and dignity. To address the diverse needs of students college takes earnest efforts to accommodate students from different strata and ensure that no discrimination is made on basis of caste, creed and socio economic status. The students from different parts of the state and country study here. College take serious effort to conduct various celebrations of festivals and other occasions. The students can mitigate the cultural and communal differences harmoniously. Students are free to practice their beliefs while still appreciating others around them. Through these celebrations students can interact with each other and they can build friendships and have a sense of community life. There is a close bond between students and tutors through the tutorial and mentoring sessions and these classes ensures one to one relationships. To uphold the real sense of our nation that is unity and diversity various programmes and competitions are organized by our college. Celebrating festivals of Onam, Bakrid, Holi, Christmas with all its grandeur brings in sense of oneness and love. Institution provides a common prayer room for students of all religions.</p>	

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	<a href="#">View File</a>

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

The institution provide a great opportunity to know about our constitutional values. Preamble of Indian Constitution is displayed on premises of the Institution. College conducted various competitions and awareness programme for the awareness and deep understanding about our constitution . Legal awareness classes are provided to students to make them aware of country's laws. Student Council was elected in a free and fair mode and all students are members of General Council. Mock parliament ,Voters day celebration ,taking pledge are conducted .Through various clubs and forums the activities are conducted and student ambassadors take initiation for the same . The celebration of Independence and Republic days, Gandhi Jayanthi, instill sense of patriotism and also create awareness on the sacrifice of lakhs for the motherland. Observation of Women's Day, Youth day, Girl Child Day, Grand Parents Day creates an awareness on need for respecting diverse groups. Through the activities of NSS and NCC, students are moulded for serving the society and were inspired to be committed citizens of tomorrow.. The Onam, Christmas celebrations signify love, unity, oneness and secularist character of the country. Activities under Unnath Bharat Abhiyan reflects the commitment of the students and staff to the society.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="http://iqac.smctsr.ac.in/docs/aqar_21-22/crit_7/7.1.9/7.1.9_activities.pdf">http://iqac.smctsr.ac.in/docs/aqar_21-22/crit_7/7.1.9/7.1.9_activities.pdf</a>
Any other relevant information	Nil

<p><b>7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff</b></p> <p><b>4. Annual awareness programmes on Code of Conduct are organized</b></p>	<p><b>A. All of the above</b></p>
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File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Our institution celebrates various days to create awareness among students. World Environment day, World Ocean day, World Wetland day, World Soil day, Ozone Day, Bio fuel day, Nature Conservation day create awareness on conserving nature and natural resources. The observation of National Patriotism day, Republic Day, Independence Day, Rastriya Ekta Divas, Gandhi Jayanthi, Kargil Vijay Divas, Constitutional Day, Kerala Piravi day, etc. instill patriotic fervor. Alzheimer's Day, Cancer Day, Mental Health Day, Aids Day, Blood Donor's Day, World Gist day creates awareness on addressing various health issues. World Handicappedday, World Population Day, Human Rights Day, Youth Day, Girl Child Day, Women's Day, World Day against Child Labour, National Youth Confidence Day, World Pneumonia day, International Day for Eradication of Poverty, Teachers Day, Non-Teaching Staff Day creates awareness on rights of different sections of the society. Pi day, Ramanujan Day, National Science Week develop scientific temper. Reading week is

observed to lead the academic community back to the world of reading. World Photography day, World Tourism day, National Artists Day, National Food day are also observed to create awareness in students. Onam and Christmas were also celebrated for promoting religious Harmony.

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

**Title of the Practice - Marian Skill development programs**

### Objectives

To mitigate the gap between theoretical part and practical aspects

### The Context

The current era emphasizes vocational education to develop a skilled workforce.

### The Practice

The institution offers B Voc Multimedia and B Voc Software Development. In 2020, new Applied Biotechnology B Voc and M Voc programmes were launched. A variety of UGC Add-on programmes and Certificate courses aid to students enhancing their employability.

Problems encountered and resources required - Social stigma, time limitations

Title -Community outreach Endeavour

**Objective**

To bridge gap between Research and Extension

**The Context**

As according to the current scenario there is an urgent call for addressing issues that affect the communities.

**The Practice**

Departments conducts series of extension activities. NCC, NSS, UBA play a pivotal role in extension initiatives. Under the UBA local needs of the panchayat are surveyed and research projects are submitted. The jubilee projects, Sparsham-Moulding school and Higher Secondary School students, Vatsalyam-Finishing School Programme, Sakthikaranam-Skill training to women between age of 20-45 and Suraksha-Health schemes for women above age of 60 were initiatives conducted for the rural community.

Problems encountered and resources required -Coordinating local people, Panchayath and farmers was challenging.

File Description	Documents
Best practices in the Institutional website	<a href="https://www.stmaryscollegethrissur.edu.in/public/link/1673337131.pdf">https://www.stmaryscollegethrissur.edu.in/public/link/1673337131.pdf</a>
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 the 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. St. Mary's College, first Women's College in Thrissur District was established in 1946 with this aim to make them empowered. 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 and UGC sponsored Community College.

To uplift women, Institution has introduced ICT in all fields. Students are motivated to proceed to higher education. Research division, MCAR was awarded Best production unit award.

International patent was received for Drug against bacterial infested pneumonia. UBA funded project Azolla cultivation was conducted in Kolazhy Panchayath. Department of Biochemistry, produced innovative pots for planting plants. Shoppers stop initiative started for students to market their products. Platinum jubilee scholarship for our students and Marian Rural development scheme supported the school and college students, the skill training and Suraksha health scheme was a great help for women of the neighborhoods. Importance to sports has brought about excellent performers.

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

The Vision - 2021 PanchYojana project initiated as Part of Platinum jubilee was achieved by this academic year due to the pandemic.

In line with the current Higher Educational scenario to enhance the competencies of students Online skill enhancement courses would be introduced. The institution plans to include more smart classroom with MP Fund, Institution of Luminary Marian Award by Alumnae for prominent Alumni who excels in academic, culture art literature etc and initiating International Alumnae chapter. We are planning to initiate a club on ethnographic theatre that emphasis on tribal communities

Faculty are motivated to publish research outcomes and submit proposals for research funding. To promote research, we intend to institute an Animal Cell culture lab. Emphasis would be given for research startups. Significant Multidisciplinary programs including courses, more incubation units, MoU'S and Collaborations with industries would be initiated. Students would be motivated and trained for attending competitive exams. Guidance on Opportunities for student progression and Placements would be provided. Introduction of LMS advanced

softwares and new website and Conduct of Green audit, Capacity building workshops and faculty development programs, seminars on NEP. Collaborative Rural outreach programs would be introduced.