



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		Marian College Kuttikkanam (Autonomous)
Name of the head of the Institution		Fr Dr Roy Abraham P
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04869232203
Mobile no.		9447733265
Registered Email		mariancollege@mariancollege.org
Alternate Email		principal@mariancollege.org
Address		Kuttikkanam PO Peermade
City/Town		Idukki
State/UT		Kerala
Pincode		685531
2. Institutional Status		

Autonomous Status (Provide date of Conformant of Autonomous Status)	01-Jun-2016
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr Binu Thomas
Phone no/Alternate Phone no.	04869232654
Mobile no.	9446845140
Registered Email	iqac@mariancollege.org
Alternate Email	binu.thomas@mariancollege.org

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.mariancollege.org/iqac/assets/downloads/iqac/aqar/AQAR17-18.pdf
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4. Whether Academic Calendar prepared during the year

Yes

if yes, whether it is uploaded in the institutional website:
Weblink :

<https://www.mariancollege.org/iqac/>

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B++	3.32	2003	21-Mar-2003	20-Mar-2009
2	A	3.45	2009	15-Jun-2009	14-Jun-2014
3	A	3.52	2014	05-May-2014	31-Dec-2021

6. Date of Establishment of IQAC

04-Feb-2004

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Marian Annual Academic Planning (MAAP)	01-May-2018 2	105
Teachers training on blooms taxonomy by Dr.	12-Feb-2019 4	105
Training on OBE	22-Feb-2019 1	27
Training on New Methodology of NAAC Accreditation	18-Nov-2018 1	79
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8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	Colleges with Potential for Excellence	UGC	2010 1825	1500000
Institution	RUSA Funding	RUSA	2018 730	2000000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :

5

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

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11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Developed OBE based curriculum Implemented Augmented Reality Based Learning Implementation of Location Based Learning Conducted induction programme for new faculty members Installed CCTV Camera in Examination halls Guided the departments to improve the Employability and Ethical components of courses Promotion of ICT tools in the Campus

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
To implement Outcome Based Education	Developed OBE based curriculum and outcomes. Conducted Department level workshops to refine outcomes. Provided training on development of COs. Provided training on outcome assessment. Provided training on Blooms Taxonomy and question setting.
To Participate in NIRF and to score good rank	Participated in NIRF and 84th secured rank
To incorporate ICT enabled innovative teaching learning systems	Implemented AR based learning. Implemented location based training. Implemented outcome based assessment software (mcka.in). Moodle is upgraded to latest version
To promote video content creation among faculty members	Started Studio for MCMS Department.
To reduce complaints and malpractices in examination systems	Installed CCTV Camera in Examination halls.
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
IQAC STEERING COMMITTEE	07-Mar-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2018

Date of Submission

12-Sep-2018

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules

Marian ERP System is named as mcka.in

currently operational (maximum 500 words)

and it is a complete campus management software. It has the following Modules: An academic calendar is to keep students, faculty, and staff reminded of key dates throughout the academic semester and year. Admission management system enables educational institutions to conduct admission procedures online. The admission management system manages everything on a centralized database, right from admission form collection to shortlisting the final candidates based on rank list to final online admission closing. Students can apply application online and it's can be received and verified by the admin side. Alumni management system is used to maintain data of Alumni and to provide facility to issues TC for the alumni. Class management consists of all the data management and storage facilities that are required for effectively managing a class teaching multiple courses and subjects. The system helps in effectively managing and scheduling of students as per their courses. Teacher can schedule their classes for the duration of 40 min. Course End Survey Management includes the question sets for all courses which a student will study in the entire semester. In addition to providing useful information for improving courses, course evaluations provide an opportunity for students to reflect and provide feedback on their own learning. Course Materials Management: Teachers can access and upload downloadable course material such as syllabus, video links and course related notes. This also helps minimize the use of paper materials and supports remote learning. Student can view and download downloadable course material Fee Management: Integrated payment gateways to automatically receive payments online update student payment profile. Export reports to CSV format to use with other software such as Excel and also provide different payment methods to pay the amount. Grievance Redressal: Anyone with a genuine grievance may approach the department members in person, or in consultation with the officer in charge Students Grievance Cell. The function of the cell is to look into the complaints lodged by any student of college and judge its merit.

Leave Management: This is very useful to maintain the leave records of the students and staff. Students apply leave and it can be verified and approved by class teacher. Teachers can also apply leave on online approved by higher authority. This application can also allow editing, cancelling the leaves that are being applied already with great ease.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
BCA	UBC	Computer Applications	13/06/2018
BSc	UMA	Mathematics	13/06/2018
BA	UEN	English Literature Communication and Journalism	13/06/2018
MCA	EMC	Computer Application	13/06/2018
MA	PMS	Communication and Media Studies	13/06/2018
MHM	PMH	Management in Hospitality	13/06/2018

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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
BBA	Business Administration	01/06/1995	UBB1801	01/06/2016
BSc	Mathematics	01/06/2016	UMA1802	01/06/2018
BA	Economics	01/06/2014	UEC1801	01/06/2017
BA	English	01/06/2012	UEN2006	01/06/2018
MCA	Computer Application	01/06/2001	PMC1805	01/06/2016
MCM	Media Studies	01/06/2017	PMS1912	01/06/2018
MCom	Commerce	01/06/2001	PMM1801	01/06/2016
MHM	Management in Hospitality	01/06/2003	PMH1801	01/06/2016
BCom	Commerce	01/06/1995	UBM1802	01/06/2017

MSW	Social Work	01/06/2002	PSW1806	01/06/2018
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	English	01/06/2018
MCA	Computer Application	01/06/2018
MSW	Social Work	01/06/2018
MHM	Hospitality and Tourism	01/06/2018
BSc	Mathematics	01/06/2018
BCA	Computer Application	01/06/2018
BA	English	01/06/2018
MCom	Commerce	01/06/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BBA	Business Administration	01/06/2009
BCA	Computer Applications	01/06/1995
BSc	Mathematics	01/06/2016
BCom	Commerce	01/06/1995
BA	Communicative English	01/06/2013
BSW	Social Work	01/06/2013
MA	Communication & Media Studies	01/06/2017
MCA	Computer Applications	01/06/2001
MSW	Social Work	01/06/2002

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
General Aptitude I	01/06/2018	54
General Aptitude II	01/06/2018	54
IOT and Spreadsheet tool	01/06/2018	57
Entrepreneurship and Innovations	01/06/2018	61
Business Idea Development OR Web portal	01/06/2018	61
Fundamentals of Wordpress	01/06/2018	26

Universal Personality Development Program	01/06/2018	89
Technical Competencies for Executives	01/06/2018	29
Certificated Course in Communication and Grammar skills	01/06/2018	25
Media Skills	01/06/2018	25
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCA	Computer Appl	55
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>Feedback, according to Marians management, is a critical component of effective learning. It boosts a learners self-esteem, motivation to study, and, eventually, achievement. Our facilitators believe that they need more input from the students, which will help them improve their abilities to provide enough knowledge. At Marian, formal feedback on the curriculum is collected from the students through open-ended feedback forms at the end of each academic year. Aside from that, basic and straightforward methods of mid-course evaluation such as various instructional diagnoses, and online surveys are also effectively supplemented as feedback tools by the individual departments. Our proud alumni are also active participants in the feedback collection process. During alumni interaction, both offline and online, at various periods, their responses on the curriculum and functioning are collected. In addition, during the paper valuation process, expert opinion from peer experts is manually collected. Academic professionals are contacted online for their input on the curriculum. Additionally, during campus placements and industrial visits, our distinguished alumni who also support us as industry specialists provide us with comments and ideas on the curriculum. Each department analyses and evaluates all of the received feedback for specific programmes on an individual basis. Each department at Marian focuses on the core of what the feedback-giver said and figure out what their feedback means in practice as well as what next steps should be taken further. Further to this, the concerned Board of Studies (BOS) incorporates these recommendations after discussion in the following BOS meeting and recommendations are then given to the college Academic Council (AC). The IQAC department also assesses and investigates common stakeholder comments before presenting recommendations to the academic council. The</p>

Academic Council then approves the recommendations after enough discussion. The College Governing Body finally approves the recommendations made by the Academic Council on important issues like major changes in the curriculum and the need for new programmes...etc. Evidence of Success Our feedback approach helps students adapt and alter their learning tactics, as well as teachers adapt and adjust their teaching to meet the needs of their students. As a result, the Marian learning community has become more self-reflective and independent learners, as well as stronger critics of their work. Our students can be industry-ready by collecting feedback at regular intervals and implementing required curricular revisions. As evidence of success, Marians emergence as a placement hub for key national and international industry firms can be attributed to this factor. The high number of applications for fresh admissions might also be ascribed to the frequent modifications that occurred as a result of the feedback collection procedure.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Mathematics	30	218	26
BA	English	40	443	40
BA	Economics	30	335	29
MCom	Commerce	70	381	70
MHM	Management in Hospitality	25	179	24
BSW	Social Work	64	738	59
BCom	Commerce	140	1943	153
BBA	Business Administration	60	992	60
BCA	Computer Application	60	734	59
MCM	Communication and Media Studies	40	96	21

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1304	436	45	40	21

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
106	106	7	35	35	7
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The mentoring programme is organized in the entire college level under a mentoring coordinator. The mentoring coordinator organizes the mentoring of the entire college in a systematic way. The faculty members actively provide mentoring to the students assigned to them. Generally the number of students assigned to a faculty member ranges from 17-21. There is an hour set apart for mentoring in every alternative week. During the mentoring hour the students and the mentor sits together and engage themselves in activities that contribute to the realization the objectives set. The Strategy: Marian runs an outcome-based mentoring system for giving direction to the SMART goals set by the particular group. General outcomes set to guide the mentoring for the entire college are: 1. The student shall secure admission in renowned institutions for higher study for the most suitable programme of study. 2. The student shall clear competitive exams such as NET, SET and qualify for higher employment or academic progression. 3. The student shall grab a job in esteemed institutions/firms with high salary. The beginning sessions are focused on establishing a rapport with the students so that a trusting relationship is established in which student feels free to open the challenges he/she encounters and agrees to work on achieving the goals set. In the initial sessions the mentor assesses the needs of the students and motivate them to set higher targets and prepares the plan to achieve those plans. Then the group conducts activities that will help achieve the targets progressively. Major activities conducted during mentoring during the odd semester 2019 are: • Rapport building • Giving orientation for career building, progression, leadership skills etc. • Providing motivation for progression and securing jobs in reputed institutions • Discussion on career opportunities • Developing research papers and paper presentations • Improving communication skills in English • Self-assessment of strengths and areas for strengthening to build a career • Discussing higher education possibilities • Discussion on team work • Discussion leadership skills • SWOT analysis • Substance abuse and its harmfulness • Preparing daily timetable Observed Results/Outcome The activities leading to expected outcomes are the core of mentoring. The impact of the activities or the outcome may not be measured within in short time of a few months but the immediate response and results of the activities are observable and noticed. The major results and outcomes of the activities observed are listed below: • Registering for SSC and PSC exams • Registering for NET • Positive attitude towards progression and career building • Improvement in teamwork • Improvement in initiating productive talks • Following pre-planned schedule • Positive vibes • Improvement of interest in placement activities • Started preparation for attending recruitments • Started setting higher goals for life • Started preparing for competitive exams and solving the questions papers of the previous years • Improved confidence level • Developed better relationships among the students • Improved relationship with the faculty members

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1740	106	1:16

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
87	106	Nil	15	24

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies

2018	Abin Thomas Mathew	Assistant Professor	Certificate of All India Survey on Higher Education
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	UCE	Sem - I	23/11/2018	12/06/2018
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
3	582	0.515

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://www.mariancollege.org/igac/igac_po.php

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UBC	BCA	Computer Applications	65	56	86.15384615
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://www.mariancollege.org/igac/sss.php

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

Yes
Name of the teacher getting seed money
Robin Pendanath

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3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
National	Juby George	Best Research Paper Award	23/08/2018	Institute For Engineering Research and Publication (IFERP)

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3.2 – Resource Mobilization for Research

3.2.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	Nil	0	0

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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

13

3.3 – Innovation Ecosystem

3.3.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Entrepreneurship and Innovations	P G Department of Computer Applications	04/08/2018

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3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
e-Chayakda	Mr Ajesh Joseph, Mr Sherin Shaji, Mr Afin Albert	Marian Incubation Centre Start Up Mission Kerala	10/07/2018	Startup/Incubation

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3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Marian Incubation Center	Mr Ajesh Joseph, Mr Sherin Shaji, Mr Afin Albert	Marian Incubation Centre Start Up Mission Kerala	e-Chayakda	In-Campus Startup	10/07/2018

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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Nil	Nil

3.4.2 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Computer Applicarions	5	.5
International	Social Work	6	.8
International	Commerce	6	1

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3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Computer Applications	14
Commerce	1
Business Administration	1

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3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
Nil	Nil	0	09/12/2020

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3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Percepti ons of Internet banking users – a structural equation modelling (SEM) approach	Patent Details Patent status Patent Number Date of Award	IIMB Management Review	2018	2	Marian College Ku ttikkanam	4

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3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
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Perceptions of Internet banking users – a structural equation modelling (SEM) approach	Ajimon George	IIMB Management Review	2018	2	4	Marian College Kuttikkanam
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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Presented papers	8	4	2	Nil
Attended/Seminars/Workshops	2	10	3	Nil
Resource persons	Nil	3	1	Nil
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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultant(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
Computer Application	Moodle Implementation	MG University	3000
Sridevi Narayanan	Additional Skills Acquisition Program (ASAP)	Higher Education Department of Kerala	3000
Prof. M Vijayakumar	Additional Skills Acquisition Program (ASAP)	Higher Education Department of Kerala	3000
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3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultant(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
0	0	0	0	0
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3.6 – Extension Activities

3.6.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
House Construction	Elappara Panchayat	2	60

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3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Outstanding and timely offers in helping the flood affected people of Idukki District	Award of Appreciation	Assisi Snehashram Nariyampara	60

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3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Aids Awareness	Social Work Department	Street Play	2	29

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3.7 – Collaborations

3.7.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
0	0	0	0

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3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
MoU	Gandhi Smaraka Nidhi	Gandhi Smaraka Nidhi	31/12/2018	30/12/2019	Teachers & Students

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3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Gandhi Smaraka Nidhi	21/08/2018	Student Visit	60

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
300	285

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Newly Added
Seminar Halls	Newly Added
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	Fully	20.11.10	2003

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	24328	11820569	1110	469655	25438	12290224
Reference Books	3685	3692000	116	92800	3801	3784800
e-Books	171000	Nil	5000	5900	176000	5900
Journals	Nil	Nil	185	315000	185	315000
e-Journals	Nil	Nil	6000	5900	6000	5900
Others (specify)	Nil	Nil	1	132349	1	132349
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NA	NIL	30/12/2019
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	345	242	345	5	3	15	44	240	52

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Added	50	50	50	0	0	0	0	0	0
Total	395	292	395	5	3	15	44	240	52

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

240 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Studio under construction	https://youtu.be/RyKJ0K7coxU

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
30	25.64	30	29.1

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)

1. The College has 45 class rooms which are all ICT enabled with projectors, screens and Wi-Fi connectivity. Head of each department is responsible for the upkeep of these facilities. Furniture is properly maintained with periodic repair and painting. A campus supervisor is appointed for the management of all construction and repair works undertaken. An App is developed by IQAC to report any maintenance issue for immediate attention. Sufficient support staff are employed to ensure the cleanliness and hygiene of the classrooms and premises on a daily basis. 2. The performance of electrical devices are monitored by the electrical department ensuring optimum usage. Lightning arresters are in place as a safety measure. Solar panels are installed on top of the buildings that help to reduce the electricity bills considerably. Marian aims to increase the number of solar panels and gradually increase the solar power output on campus. The College has a power management policy to ensure uninterrupted power supply and maintenance of electrical assets. The maintenance of equipment like generators, power distribution system, lightings, solar panels etc. are undertaken as per maintenance schedules through the authorized agencies. The maintenance of equipment for water pumping plants, STP etc. are also undertaken as per maintenance schedules through authorized agencies. 3. Marian has an inclusive policy for effective management of IT in providing a stimulating and broadening learning environment. A System Administrator is appointed in the charge of IT infrastructure and he is assisted by two trained technicians. The upgradation of hardware and software, licences, AMC, cybersecurity, database management etc. are his responsibilities. Sensitive devices like the servers are monitored on a daily basis. Purchase of new computers are sanctioned by Principal under recommendations of IT Committee. A stock register with necessary entries of all the computers and peripherals are kept by SA. Marian library is headed by a Librarian and he is assisted by three assistants in its day-to-day business. A library advisory committee monitors the procurement of books, journals and other resources and also the maintenance of the facilities available there. The resources in the library are enriched annually. An automated registration system regulates the entry of students into the library and the distribution of books and journals.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Marian Scholarships	216	2799200
Financial Support from Other Sources			
a) National	Government Scholarships	458	864875
b) International	nil	Nil	0

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Orientation Program for CSM Representatives	24/07/2018	65	Fr. Mathew Kaiyaniyil

[View File](#)

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Group Discussion and Mock Interview for WWS Scholars.	Nil	20	Nil	14

[View File](#)

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
13	10	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations	Number of students	Number of students placed	Name of organizations	Number of students	Number of students placed

visited	participated		visited	participated	
GOAN	250	130	VALUED EPISTAMICS	15	2
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	1	BCA	UG Department of Computer Applications	Rajagiri College Of Social Sciences	MCA
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	2
GMAT	4
Any Other	11
TOFEL	1
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Arts day - Sargalayam	College	1714
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Third (Bronze Medal)	National	1	1	5230	Akhil P Murali
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

There is a strong presence of students in the active student council, academic and administrative bodies of the institution. All student members of these councils and bodies/committees receive training sessions on organizing, team-building and leadership skills from the first day of their service. Marian College Students' Council (MCSC) MCSC is the official student body of the College which organizes all extra-curricular activities held on campus. MCSC is a council of democratically elected student's representatives. The duty of an MCSC member is to address and promote the interests of the students of the

college. A dean and two staff advisors provide guidance and support to all the activities of MCSC. The Council members are given absolute freedom in their activities so that they get enough exposure in organising, planning and managing the activities. The council members: Chairman Vice Chairperson General Secretary Joint Secretary Arts Secretary Joint Arts Secretary Student Editor Two University Councillors Sports Secretary Sports Joint Secretary Four UG Representatives Three PG Representative

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Marian Alumni Association comprises a diverse and inclusive society, one where all identities, experiences, and backgrounds come together to create a strong and welcoming alumni community extending its chapters across India and abroad. Since its informal inception in 1998 and its formal setting up in 2008 as a charitable society under the T.C.L.C. Registration Act of 1955, with 8000 plus members currently, Marian Alumni Association has become an inevitable arm of the Marian family. The association aims at building a network of synergistic collaboration, developing healthy relationships, supporting the academic growth of Marian College and generating employment opportunities. An Executive Committee elected by the annual general body administrates and monitors the functioning of the association. An office with a liaison officer on the campus guides and coordinates the alumni activities.

5.4.2 – No. of registered Alumni:

8000

5.4.3 – Alumni contribution during the year (in Rupees) :

324994

5.4.4 – Meetings/activities organized by Alumni Association :

1. Mega Alumni Meet - Marian Diaries conducted on 28,29 April 2018 at Marian College Kuttikkanam campus. 2. Alumni Chapters in various countries - UAE, Australia, Bangalore, Cochin, Delhi, Kuwait, Pune, Qatar. 3. Chapter-wise Alumni meetings. 4. Scholarship support for students. 5. Career and Placement support through various sections, seminars, mock interviews etc.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Practice 1 College Election Union election is an activity of the college where decentralization is practiced. The management entrust the principal to oversee the smooth conduct of the union election. The principal, in consultation with the college union advisor, convenes a meeting of staff council. The staff council entrust the responsibility to the election commission for the smooth conduct of the election. The members of election commission appoint a returning officer and also prepares the duty list of teachers and non-teaching staff required in each stages of the conduct of the election. During the time of the scrutiny of the nominations, candidates or representatives deputed by the candidates are admitted to take part in this democratic process. A staff meeting is convened before the polling day in which all the teaching and non-teaching staff take part and a familiarization of the nuances of the poll process and clarification for the queries from the faculty are clarified. On the day of the poll, the faculties concerned, in the presence of the students,

maintaining the secrecy of voting and transparency in the process, administer polling. After the stipulated time for polling, the ballot papers are counted in the presence of the candidates or representatives and the result is declared. The result is then intimated to the Returning Officer. The second phase of the election starts with the submission of the nomination for the elected representatives from the classes. It is followed by the scrutiny which leads to the actual polling in the second phase. The allotted faculty in the second phase takes part in the conduct of the poll under the leadership of the Returning Officer. The elected representatives cast their votes through the secret ballot system. The total number of votes cast is counted at the end and the result is intimated to the Principal, who thereby officially declares it.

Practice II implementation of Autonomous Status The entire Marian community joined together for the preparations for autonomy which was conferred in September 2016. The departments were empowered to design their curricula. All PG programmes were offered with new syllabus under autonomy from 2016 admissions. UG programmes came under the autonomy stream from 2017 admissions. Workshops were held for students, teachers and parents about autonomy and its implications. Teachers were given training for effectively contributing to curriculum development. Controller of Examinations and supporting staff were appointed. Infrastructure for conducting exams, valuation and issue of certificates were set up. Autonomy empowered the departments to :

- For academic flexibility, interdisciplinary inputs, credit transfer and course enrichment.
- To revise syllabus regularly to meet local, national and global needs.
- To introduce uniquely blended, Industry relevant innovative programmes and courses to suit local needs.
- To become the first college in the state to offer a curriculum completely based on OBE framework.
- To introduce innovative assessment methods.
- To utilize ICT and modern tools of educational technology effectively to achieve higher standards.
- To promote joint and collaborative programs with institutions of repute.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	This year the College was able to successfully receive and process online applications. The admission to different quotas were managed by automated system. Because of the autonomous status the college was able to complete the admission process much ahead of other institutions and classes for first years were also started without any delay. Under autonomy, the college was able complete the admissions process within one month of the results of the qualifying examinations being released. Marian always follows UGCs regulations and norms, as well as those of the state and federal governments.
Industry Interaction / Collaboration	Marian College has a long history of collaboration with industry in the development of curriculum. Thirty per

cent of final-year students are offered internships at a variety of national and local companies. Field practicum is conducted in social work programmes through partnerships with the industry. Every year, students participate in at least one industry visit. In addition, our student community can participate in industry-sponsored skill-based training programmes. Marian has become a state-wide placement hotspot, with big corporations including Wipro, Infosys, TCS, Deloitte, EY, KPMG, Tech Mahindra, Federal Bank, South Indian Bank, and others often recruiting on-campus.

Human Resource Management

Regularly, the college offers unique training programmes for its employees. Regular training sessions on innovative teaching methods are provided to the teaching faculty. Before the start of each academic year, faculty members are invited to attend an annual planning meeting (MAAP). Additionally, training sessions on housekeeping are held for last-grade staff members, as well as special training programmes on ICT tools for office staff members. In addition, a comprehensive induction programme for newly recruited faculty members is also organised.

Library, ICT and Physical Infrastructure / Instrumentation

For students and faculty members, the college has a fully automated library system. Marian Library's physical space has been updated to include several informal learning places where members can access a variety of books and journals. Wi-fi access is available in the entire campus including hostels.

Research and Development

The college promotes and encourages faculty research through training programmes, implementation of research seed money and incentives for Book and Journal publications. as an important component of academic achievement. All faculty are temporarily allocated a research project grant of Rs 10,000 as part of the research and development programme. Furthermore, the college administration provides quality-based incentives for publication and offers training programmes for faculty in publishing ethics, research technique, and other topics. Marian's curriculum is set up in such a way that it encourages students to conduct research, provides incentives for publications, and

	provides data analysis software.
Examination and Evaluation	<p>Marian College is always committed to implement transparent and efficient assessment strategies for evaluation. The new autonomous status paved the way for implementing innovating, state-of-the art, ICT Enabled evaluation systems in the campus. The office of the Controller of Examinations also has automated systems for exam registration, printing of hall tickets, checking attendance etc.. There is a system for complete automation of question papers. The college has developed a centralised software system for managing continuous assessment. The results are also published within 15 days after the conduct of examinations</p>
Teaching and Learning	<p>The conferred autonomy helped the institution to bring innovations in teaching learning and evaluation processes. Moodle and other ICT based curriculum was implemented from the beginning. The teaching-learning process focuses on advanced and slow learners through well-crafted schemes that are monitored regularly. Our instructors integrate recent teaching-learning apps in curricula. Furthermore, our customized Moodle Learning Management System adds value to the teaching/learning process.</p>
Curriculum Development	<p>Marian Colleges curriculum is meticulously crafted, with inputs spanning from local, national, and worldwide concerns. Agriculture, farming, and sustainability are among the districts close-range subjects, and they are addressed as part of key credits in consultation with notable leaders. Furthermore, course employability, value-based education integration, and social/gender concerns lift the curriculum framework beyond the current level of academics. Marians curriculum is enhanced through contributions from academic experts, feedback from stakeholders, trips and consultations with national institutions, industrial visits, collaborations with international institutions, and a well-developed skill-based value addition course.</p>

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
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Planning and Development	Centralized Resource allocation using google tools was started to ensure that various resources of the campus like computer labs, conference halls, facilities, etc can be booked by all which ensured that all resources could be centrally booked and the administration will do the facilitation of the same.
Administration	In February 2018, the 2nd version of campus Erp mcka.in was launched with complete campus administration like management of leave, attendance management, documentation, scheduling of meetings etc. Examination management, invigilation duty allocation, examination policy enforcement on attendance and marks were also automated.
Finance and Accounts	The office accountants started using Tally instead of Microsoft Excel. The campus ERP mcka.in has integrated payment gateway for collection of application fees, examinations fees and other fees related to evaluation and Controller of examinations.
Student Admission and Support	This year, the admission procedure is automated using the campus ERP software mcka.in. This is an inhouse campus ERP jointly developed by a sister concern. The students can apply online to different UG and PG programmes. The index mark is calculated automatically by the software and finally the rank list will be generated for different categories of students. When an applicant is selected to a particular programme, an admission memo is generated and they can download it directly from the mcka platform.
Examination	Nil

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Sr Italia Joseph Maria	Management Development Program ON Machine Learning Algorithms for	Analytics Society of India	10030

**Business
Decision Making**

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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Training on New Methodology of NAAC Accreditation	Nil	11/11/2018	18/11/2018	79	Nil

[View File](#)

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Two-week workshop on research methodology	1	03/12/2018	17/12/2018	14

[View File](#)

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	13	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
28	26	15

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

External Audit by Chartered Accountant: The Management has appointed an Audit Firm to conduct the audit of the college as a whole. The financial audit is conducted by the firm on the following areas, such as UGC Grants, Government grants, Autonomy grant, and other financial assistance, fee collection from students, Research funds, Scholarships, and its utilization. In the case of major and minor research projects supported by UGC/Other Agencies, the Principal Investigator is responsible for the maintenance of accounts of the research project funds. The receipts, bills, vouchers, income and expenditure statement of all funds and grants received are consolidated and audited by the

firm on an annual basis. The audit report issued by the auditor along with the utilization certificate is submitted to the concerned authorities. The management fund is also audited annually by an external Audit Firm. External Audit Deputy Director of Collegiate Education Government Audit by Deputy Director of Collegiate Education was conducted in the year 2016-17 and no audit objections were found. These External audits were conducted by Collegiate Education since 2007 on a regular basis Internal Audit: Marian College has an Internal Audit Mechanism which is taken care by the administrative team. The internal audit is deemed as a preliminary audit. A half-yearly audit of the receipts and expenditures by the College in the self-financing stream is also conducted by two Chartered Accountants to ensure the correctness and completeness of the books of accounts and propriety of various financial commitments. Management takes necessary steps to implement the observations and recommendations in the report with the concurrence of the Governing Body and necessary corrective measures are taken on time

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Individuals and philanthropies	1556505	Scholarships and Construction
View File		

6.4.3 – Total corpus fund generated

20443702

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	United Board	Yes	Internal Quality Assurance Cell
Administrative	Yes	United Board	Yes	Internal Quality Assurance Cell

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Classwise PTA Meetings. 2. PTA Sponsored Continuous Assessment Examinations
3. Involvement in policy decisions in connection with the hostel, college timing etc.

6.5.3 – Development programmes for support staff (at least three)

1. Training for ICT Skills 2. Training for House Keeping 3. Green Campus Initiatives

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Ethics and Academic integrity are integrated into the curriculum Improved the internet bandwidth to Convert the entire campus including hostels into Wi-Fi enabled campus. A separate Department is set-up to coordinate institutional and government scholarships Achieved significant improvement in Alumni Contributions Gender audit was conducted. Regular systems are in place for celebrating national important days

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	Yes
d) NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Development of OBE based Curriculum	28/06/2018	02/07/2018	03/08/2018	11
2018	Participation in NIRF	28/06/2018	02/07/2018	20/12/2018	5
2018	CCTV Camera in Examination halls	31/08/2018	01/11/2018	12/12/2018	1714
2018	Collection of Monthly performance reports from departments	28/06/2018	04/07/2018	29/03/2019	12
2018	Upgradation of Moodle	25/10/2018	01/11/2018	29/03/2019	1800
2019	Student satisfaction survey	07/03/2019	11/03/2019	15/03/2019	1714

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Women entrepreneurial skills in value added food processing	06/04/2018	07/04/2018	90	Nil
Weekly Baseket ball Training	01/06/2018	30/03/2019	80	72
Weekly Aerobics training	01/06/2018	30/03/2019	160	45

Workshop on Cinematography and Direction	12/07/2018	12/07/2018	80	45
Workshop on Wildlife Photography	24/07/2018	24/07/2018	8	72
Workshop on Film Appreciation	07/08/2018	07/08/2018	48	57
Workshop on Social Science Research	16/08/2018	18/08/2018	22	62
Seminar on Women and Art	08/09/2018	08/09/2018	30	Nil
Abhirami' Short Film Crew Visit and Discussion on Transgender Issues	08/10/2018	08/10/2018	35	23
Seminar on Stress management	04/12/2018	04/12/2018	50	34
First aid and CPR training	14/01/2019	14/01/2019	35	65
Observing National Girl Child Day	24/01/2019	24/01/2019	50	22
Tailoring class for students	28/01/2019	20/02/2019	64	Nil
Seminar on Fashion Technology	30/01/2019	30/01/2019	132	6
Self defense training for girls	01/10/2018	15/02/2019	630	Nil

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

The college is equipped with 50KW solar energy unit and it capable of meeting 35 of daily energy requirements of the college.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	Nil
Ramp/Rails	Yes	Nil
Braille Software/facilities	Yes	Nil
Rest Rooms	Yes	1

Scribes for examination	Yes	1
Special skill development for differently abled students	Yes	35

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	01/12/2018	12	Sustainable Farming	Sustainable Farming	22

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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Training on Professional Ethics	12/07/2018	A training programme on Professional Ethics was conducted on 12 July 2018 at the conference hall of Marian College Kuttikkanam. The training was for the teaching staff of the college. The one day programme was led by the resource persons Dr Binu Thomas, Dr. Sabu Augustine, Win Mathew John and Mr. Radha Krishna Pillai. The programme aimed at inculcating professional ethics among teachers
Professional Ethics Training for Student Leaders	22/11/2018	A training programme on Professional Ethics was conducted on 22/11/2018 at the conference hall of Marian College Kuttikkanam. The training was arranged for the Elected leaders of the students council. The one day programme was led by the the Principal and Dean of student affairs of the College

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
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Session on RESPECT "THE OTHER"	01/06/2018	29/06/2018	1684
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Initiatives taken by the institution for Eco-friendly campus 1) Enforcement of green protocol - This promotes the minimum use of disposable items during meetings and events 2) Solar Energy Project - Generating 50 KW of power during day time 3) Construction of canals for rain water harvesting - This ensures the storage of rain water in the check dams 4) Construction of Pathways - Path ways are constructed to connect academic buildings with hostels and other facilities 5) Timer Based water heaters in Hostels - This will ensure to switch-off all water heaters by 9.00 AM in the Morning.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Practice I MAAP IQAC conducts Annual Academic Planning (MAAP) an academic conclave of all the faculty every year for the next year's academic planning. It is a platform for institutional planning where different sessions are held with a view to analyze and improve the teaching- learning practices, programs, facilities, finalize evaluation scheduling and prepare the Annual Academic Planning document. It also helps the institution for an introspection on how far we have updated with the present-day practices in curriculum delivery and in the professional growth of teachers with a systematic feedback system. Every Department of the College presents the activities done in the previous academic year and prospective plans. Every participant has the freedom to voice his/her opinion, critically assess the activities and provide suggestions for improvement. It is also a once in a year opportunity for the faculty members to come together, share their experiences, discuss matters that affect curricular and co-curricular activities of the institution. The major inputs into MAAP comes from the departmental review of the implementation of previous year's curricular and co-curricular activities. IQAC enlisted the following as goals and objectives for MAAP 18 ? To plan the annual academic activities, aligning with Marian Vision and Mission. ? To be ready for the implementation of OBE. ? To set the 'Motto' for the succeeding academic year and work for it. ? To identify potential opportunities and areas of improvement. ? To communicate the planned activities of every department with other departments. ? To strengthen the sense of cooperation and camaraderie between management and faculty. ? To help the coordination of various activities of Marian in a prefixed time frame. ? To prepare Annual Corporate Action Plan ensuring active participation of the faculty. ? To provide a venue for expression of opinions, feedback, new ideas and valuable suggestions for improvement. ? To share Institutional Social Responsibilities. ? To provide the ideal induction of new teachers. IQAC reviews and takes stock of the previous years' activities presented by the Departments. The compliance to previous year's plan , the quality of implementation, programme conducted, results and placements achieved, standard maintained, feedback received from stakeholders etc. are critically reviewed and gaps identified. Based on the suggestions, feedback and review findings, IQAC prepares a department level plan for the next year. The final stage of planning (Corporate Plan and Schedule) is done at the meeting. The implementation of this plan is monitored and reviewed by the IQAC, Department Heads and statutory bodies. Practice II - Implementation of Outcome Based Education Right from its inception, the Marian management has been quality driven, forward looking, open to new ideas and willing to invest on improving all aspects of student learning. Marian transformed into the youngest autonomous College in Kerala within 21 years of its existence reflects the

effectiveness of this managerial leadership and vision. In 2018 IQAC took implementation of OBE as a priority area and three days of residential training was given to teachers in OBE framework. They were trained to develop POs, PSOs and Cos. Since the Graduate Attributes (GA) had been finalised in 2014, formalisation of the POs was an easy task. Workshops were held for students, teachers and parents about OBE. An IQAC initiated task force revisited the GA in consultation with all stakeholders, prepared the draft POs and presented before Directors/HoDs of all departments and inputs were taken. With their feedback, the final draft was prepared. The POs were finalised in 2018. A few senior faculty members were selected to provide individualised guidance for specific departments as a mentor colleague. Thus, the PSOs for all the programmes are finalized. The faculty in charge of a course is given the responsibility of developing the COs for that course. After developing the COs, they have to present it before the Department Faculty Council (DFC), and the Council assesses them and see how these COs contribute to the POs and PSOs. A lot of fine tuning took place in the DFC before the COs were approved and made part of the syllabus. Mapping of outcomes Mapping of POs, PSOs and COs were done with the direct support of the IQAC. The college established the Marian Institute for Innovations in Teaching - Learning and Evaluation (MIITL) in 2018 with the funding support from RUSA. MIITL under the leadership of a full time Director spearheaded many initiatives towards the implementation of OBE in coordination with IQAC. Three faculty members were sent to Lucy Conference, Hong Kong, one of the biggest conferences organized on the theme, outcome-based education. It helped the college to develop an international approach in implementing OBE framework.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://www.mariancollege.org/iqac/files/bp/Best-Practices-2018-19.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Marian College Kuttikkanam Autonomous is a Government Aided, Co-education College established in 1995 under the Catholic Diocese of Kanjirappally. Today, the College offers 14 programs with over 1500 students and 90 teachers. The College has six hostels and about 60 of the students reside in them. The institution is the realization of the vision of the Catholic Diocese of Kanjirappally to provide quality higher education to the students of the hilly, backward district of Idukki. The college committed to achieve its vision 'full flowering of life in abundance' through various sustainable initiative. As the area is situated at an altitude of 3500 feet above sea level, Kuttikkanam suffers acute scarcity of water especially during the summer season. Marian being a socially committed educational institution has established a close communion with the neighbouring society with a strong sense of commitment to their social issues and conducts many outreach and extension activities aimed at the sustained development of the area. The College identified in the early years itself that conservation of water shall be treated as an area to be given prime focus and initiated activities towards its accomplishment. 1. We constructed two surface reservoirs to store the runoff water from the roof top and the 28 acre campus. The rooftop is estimated to be about 74000 square feet and the reservoirs can store an optimum of 71 lakhs and 2 crores liters of water respectively. The water stored in the first reservoir undergoes sedimentation and natural biological purification and the resultant water is collected into a larger reservoir and two pools built nearby. This is again subjected to purification through filters containing sand, carbon, iron and chlorine and collected in holding tanks. This water is UV filtered before using

it for drinking and food preparation. Thirty plus filter taps are provided on campus for drinking water. 2. For restoration and maintenance of water sources, tanks and filter mechanism, the participation of students, staff and local people is ensured, thereby strengthening awareness and community based water management initiatives. Tank de- siltation, repair of bunds etc. are also done likewise. The projects undertaken last year has enhanced the greening of the area, optimum catchment of rain water, protection of the water sheds and augmentation of the ground water level of the area. 3. The storage of rain water in the two reservoirs has helped the augmentation of the ground water level of the area and as a result, the scarcity of water for the local people during drought seasons has been reduced to a great extent. The campus is home for more than 3000 people including students, staff and other support staff and labourers. The complete water requirement of all these people and requirement of water for academic purposes, watering of plants etc. are met exclusively from the resources available on campus. The water conservation projects established by Marian has helped to increase the availability of water for the surrounding local community also. The ground water level and water resource in the surrounding

Provide the weblink of the institution

<https://www.mariancollege.org/igac/files/reports/Distinctiveness-2018-19.pdf>

8.Future Plans of Actions for Next Academic Year

Major plans for next year 1. To include more courses having gender, sustainability, and ethical components into the curriculum. 2. Organize a workshop on Outcome Based Education. 3. Curriculum revision to improve employability. 4. To collect feedback on curriculum from parents, teachers, students, alumni, and industry. 5. Faculty training on ICT-enabled teaching-learning. 6. Complete implementation of OBE curriculum 7. One NAAC sponsored seminar. 8. Implementation of campus automation software. 9. Conduct an ICT infrastructure audit. 10. Steps to increase the quality and quantity of research publications. 11. More associations with foreign universities. 12. Visiting institutions in India and abroad to improve student diversity. 13. Upgrade the Moodle LMS to the latest version. 14. To collect online feedback on faculty and staff from students.