



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

MAR AUGUSTHINOSE COLLEGE, RAMAPURAM

RAMAPURAM BAZAR P. O. KOTTAYAM

686576

<https://maraugusthinosecollege.org>

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

March 2023

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Established in 1995 in the small provincial town of Ramapuram in central Kerala, Mar Augusthinose College is a UGC-recognized (the First Self Financing College under MG University to gain such recognition), ISO 9001-2015 certified self-financing college affiliated to Mahatma Gandhi University Kottayam. It is a minority Christian Institution owned and managed by Mar Augusthinose College Educational & Charitable Trust.

The founders of the college made it their mission and vocation to bring to this remote rural community the benefits of higher education, combining the best in traditional and modern knowledge systems. They took their spiritual bearings from the example set by a distinguished line of Church men: St Augustine, the Patron, the 18th c. cleric, Paremakal Governadore, the author of *Varthamana Pusthakamm* and Blessed Kunjachan, the Dalit activist. Of the more traditional native culture, the treat forebears have been the Poet, Ramapurathu Warriar,” and Lalithambika Antharjanam, the novelist.

Adhering to its motto “Lighted to Enlighten,” the college has endeavoured over the years to impart a sense of values and social commitment along with knowledge of facts, softening the cold brilliance of technical mastery with mellow tones of understanding and insight. It is more significant when technological advances meet up with the ethical imperatives of social equity, sustainable development, ecological egalitarianism and the sanctity of life. Meanwhile the pursuit of knowledge and truth must go on, unimpeded, and every effort is made to familiarize the young generation with cutting edge developments in scholarship and research in the humanities and the sciences.

From its humble beginnings in 1995 with 4 UG programmes, a student intake of 134 and 14 staff, the college has grown to first grade stature with 7 UG and 7 PG programmes, 16 Value Added courses, 4 PG Diploma programmes in collaboration with KILA, and a number of Add-on and certificate courses totaling a student strength of 1659, 83 teaching and 24 non-teaching staff. The College is all set to make further strides under the management of H.E. Mar Joseph Kallarangattu, Patron, Rev. Dr. Varghese Njarakunnel, Manager, Dr. Joy Jacob, Principal.

The college participated in NIRF Ranking in 2020-21 and 2021-2022. The college also partners with MHRD in programmes like **Unnat Bharat Abhiyan**, **IIC**, and **IEDC**; **NISP**; **Swatch Bharath Abhiyan**; Kerala Government initiatives such as, **MGNCRE K-Disc**, **YIP**. The College is also **NSDC** and **BOSCH** Training Centres. The gamut of the college’s academic enterprise is mirrored in registering our Students in **National Academic Depository**, **NDLI**, and **Red Hat Academy**. It is a College registered under **NGO**: Unique ID : KL/2021/0280670.

The college is located on a small hill overlooking the town, well set back from the town’s busy centers. The campus is designed to harmonize its built-up areas with its natural environment: background of lush-green vegetation, inner courtyard planted with trees, manicured lawns between walkways, flowering trees and shrubbery bordering the grounds. The premises provide a cool, quiet retreat ideal for immersive engagement in reading, reflection and interactive sessions.

Watch College Video

Vision

To create a centre of excellence, a beacon of light where visionary professionals and entrepreneurs with innovation and leadership are moulded for an equitable global society.

Mission

- To be centre of knowledge dissemination, fostering scientific temper coupled with professionalism through innovative and flexible learning opportunities.
- To be a centre of excellence by creating holistic citizens inculcated with ethical, moral and social values.
- To mould an academic ambiance, cultivating a culture of quality mellowed by homely interpersonal interactions.
- To be an Alma Mater in words and deeds.

Core Values

- Scientific Temper
- Social Commitment
- Integrity

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- 27 years of proven track record in formation of students able to meet global standards in local, national and global undertakings
- The first self-Financing college under M.G University to secure UGC 2(F) Recognition
- An ISO Certified institution
- Participation in NIRF ranking in 2020, 2021 and 2022
- Collaborative, committed and active Management
- Well-Experienced, qualified and dedicated Teaching staff
- Dedicated and supportive non- teaching staff
- Disciplined and career- oriented student community
- Moulding students for skilled jobs in Industry
- High teacher-student ratio

- Highly collaborative Alumni and Parent Teacher Association
- Successful implementation of Outcome Based Education (OBE) in curriculum
- Students constantly securing top positions in University examinations
- High percentage of Placements and result
- Running programmes of New interests and life-style choices
- Assisting Socio economic development through extension programmes and adopting villages
- State of the art Science Labs, Language Lab, Computer Labs
- 93.33% of classrooms with ICT facility
- Fully automated and well-stocked library
- Divyanjan friendly campus
- Fully automated information management system and ERP
- Effective mentoring and class tutorship
- A robust alumni mentoring system
- Eco-friendly campus based on green initiatives
- Outstanding NSS Unit
- students' and teachers' grievance redress cells
- Scholarships and freeships for deserving students
- Governador research and community extension centre
- Boys and girls hostels
- canteen
- Anti Narcotic and Anti- harassment cells
- Women's empowerment programmes
- Clubs and association to foster students' talents and capabilities
- MAC Incubation cell- Novian Hub- producing a number of innovations by students
- A number of collaborations and MoUs
- 24 x 7 CCTV surveillance
- Wi-Fi campus
- Comprehensive and effective feedback system
- Result oriented career and placement training
- Transparent and inclusive admission procedure
- 16 Value Added Courses, 6 Add on, , certificate and skill oriented programmes
- 4. PG. diploma programmes in collaboration with KILA
- Bosch selected the college under its CSR scheme
- fire extinguishers at strategic spots
- Implementation of government schemes Unnat Bharat Abhiyan, Swachh Bharath Abhiyan, and Ek Bharat Shreshtha Bharat -MHRD flagship programmes
- IIC, IEDC. KELTRON –NSDC Memberships
- Registered member of NDLI. NCS
- Offering fundamental training in Yoga
- Modern Gym

Institutional Weakness

- Adverse Govt. and University Policies obstructing 12 (b) recognition of UGC Act
- Lack of permanent affiliation creating manifold academic and financial hassles

- Lack of funds and seed money from statutory bodies
- Inadequate delay and hassles in sanctioning new programmes
- Inadequate industry driven research
- Limited provision for corporate training
- Socio economic backwardness of students adversely affecting their aspiration and motivation levels
- Hectic semester schedule preventing co-extracurricular activities

Institutional Opportunity

- Incubation centre for start-ups
- Industry/UGC funded research
- Collaborations with other universities
- Enhancing employability
- Introducing job oriented UG and PG programmes
- Glittering and illustrious alumni in diverse fields
- Proximity to IIIT at Valavoor and Science City at Kuravilangad

Institutional Challenge

- Delay in conduct of examinations and publication of results.
- Space constraints for enlarging infra-structure.
- Ever rising operating cost burden on management.
- Denial of permanent affiliation creating heavy financial and academic burden.
- Strengthening programmes in the wake of student migration to other states and countries.
- Entry of foreign universities and Distance education.
- Sanctioning without discretion of new colleges both in aided and unaided sectors.
- Prolonged admission schedule through centralized allotment process.
- Hectic and unnecessary documentation often supersedes pedagogy.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Our objective is to mould individuals who are morally upright, intellectually well-informed, socially concerned, emotionally balanced, physically well-developed and culturally accomplished.

- Working within the remit of a prescribed syllabus, we have striven to provide a holistic formation to our students to equip them to meet the challenges posed by a rapidly expanding knowledge horizon and specialization of skills and competencies.
- All **7 UG and 7 PG programmes** follow the CBCS pattern with **Electives Courses, Cross cutting issues, Open courses, Courses on Environment, Human Rights and Organic farming.**
- To acquire **Additional Skills, 16 Value Added, 5 Add-on, 4 PG diploma and certificate courses, 2 VET courses** are offered. From **2017 to 2022** we offered a **total of 63 VAC, 17 Add-on, 5**

Certificate courses. More than 90% of students have benefited.

Faculty

- **Highly qualified, experienced and committed faculty** who are active members of **Board of Studies; Curriculum and Question paper committees and Evaluation Board** of affiliating university and autonomous colleges.
- **Four members** of the faculty conduct institution funded Minor Research Projects.

Curriculum Delivery

- **An academic calendar** is designed by the Internal Quality Assurance Cell and the College Council at the start of the academic year, in congruence with the academic calendar published by M.G. University, Kottayam.
- Implementation of the curriculum is scheduled and carried out through **Department meetings, workload, General timetable, Dept. timetable, individual timetable, Course plan, Mentoring** etc.
- **Classroom teaching** is supplemented by **ICT, Presentations, seminars, talks, conferences, expert lectures, projects, mock viva and Moodle LMS**.
- Practical application of curriculum is ensured through **Industrial visits, field works and internships**.
- As part of **Curriculum enrichment**, collaborations with **NSDC-KELTRON, KILA, ASAP, BOSCH AND RED HAT ACADEMY, NDLI, NISP, IEDC & IIC, NSS** to bump up academic skills and **UBA, SWATCH BHARAT ABHYIAN, MGNRE** to instill **Social consciousness**.
- **Alumni mentoring, student mentoring** and **My story** guide students to academic heights & apt careers.
- Combines prescribed syllabus with **Moral value education** sessions.
- **MACEMC** structures and conducts the internal assessment by centrally organizing the examinations on time.
- **Teacher's Performance Record** keeps track of the academic activities.

Co and Extracurricular Activities

- Professional and trained **Counsellor** addresses emotional problems and learning difficulties.
- **Noon recess cultural programme:** A unique feature of MAC to showcase students' talents.
- Two-time winners of the **Best NSS Unit Award** of Mahatma Gandhi University promote social

awareness.

- **Women's Cell** caters to women empowerment and gender equality.
- **Clubs and Associations** promote creative talents

IQAC

- IQAC monitors and evaluates curriculum delivery and enrichment, collects feedback on curriculum from **Students, Teachers, Alumni** and **Employers**. Data is analyzed and forwarded to appellate bodies.

Institution ensures that the stated outcomes are achieved in course implementation. Institution's innovative, creative, entrepreneurial approaches, multifarious skill acquisition, value system and hassle-free equity and access to higher education groom students to acquire core competencies to face global challenges.

Teaching-learning and Evaluation

Teaching - Learning here is an innovative blend of **traditional and modern technologies** aimed at holistic formation of students. The core of student-teacher interaction is the emphasis placed on independent initiatives, exploration and discovery of new ideas and perceptions.

- Follows a transparent admission process adhering to the norms of affiliating University both in admission and reservation policies.
- Follows the **Inclusive and equitable** quality education and promotes lifelong learning opportunities guaranteed by the Government and NEP 2022.
- **Co-curricular activities** are considered integral to the learning process.
- Effective **Grievance Redressal and Women's Cell**

Teaching Modalities

- **State-of-the-art Classrooms, qualified staff, wide range of course options, carefully dovetailed Add-on, VAC, Diploma courses, Mentoring, parent-teacher interaction.**
- **Meticulous planning to manage diversity among students** in terms of capabilities, talents, aspirations and background.
- Carefully planned **course allocation and workload** upon which lesson plans are made.
- **Academic Calendar** and **Course Plan** are prepared prior to the commencement of every semester.

- Timely completion of **Syllabus**, Lost working days are compensated through special **on-line or off-line** sessions.
- **PAAT** for identifying **Slow and Advanced** learners.
- Close monitoring of **students' attendance**.
- **Academic and Examination calendars** are made available in advance.

Learning Practices - Resources

- **Lecture method** for stimulating **mind and imagination** and fostering a spirit of **critical enquiry**.
- **Interactive learning** through **workshops, discussions, seminars, presentations, question and answer sessions coupled with Peer and cross-teaching**.
- Teachers and Students are encouraged to upgrade their skills through **FDPs, Seminars, Conferences, Workshops**.
- **Faculty on hand** to offer academic, personal or social support.
- **Boot camps, Remedial coaching, problem solving sessions, Student Mentors and Learn from Each Other for Slow Learners**
- **For Advanced Learners**, acquisition of additional skills through **Cross teaching, Presentations, Internships** etc.
- **Experiential, interactive, collaborative and participatory learning** through **field trips, industrial visits, well-equipped laboratories, Lap to Land and ICT tools**
- **ICT tools: YouTube Channel, Video Classes, PPT** and On-line teaching platforms **MOODLE, Google classroom, ZOOM, KAHOOT** used as e-learning tools.
- Adequate Number of **Computers** and **smart classrooms**
- **WI-Fi** enabled campus
- Well stocked **KOHA** integrated **Library** and **ERP**
- **Stringent recruitment policy** to ensure quality of staff.
- **FDPs, Research initiatives, Self appraisal, Peer feedback, feedback from HoDs, students, parents and alumni** implemented to improve quality of teaching.

Evaluation

- **External Evaluation** through End semester examination, Project and Viva.
- **Continuous Assessment:** MACEMC conducts **two internal assessments** besides test papers, assignments, seminars, synopsis presentation and mock viva
- **COT** for evaluating **programme/course outcomes**
- **Results** published and communicated through **Single Window Progress Card**
- Average pass percentage during last five years: **89.68%-UG and 85.02%-PG**

Recognitions

- **First Self Financing College under MG University to gain UGC2(F) and ISO 9001-2015**
- **Rashtra Deepika Excellence Award** in 2017 and 2021 for academic achievements
- **DeshBandhu Award** in 2022 - Extension Activities

The institution spares no pains in the use of ICT, electronic data management and skill development in the pursuit of excellence and towards Nation building.

Research, Innovations and Extension

Despite the fact that Self Financing colleges are handicapped in terms of financial assistance from external sources, this institution consciously creates an ambience that encourages and promotes a research culture among the faculty and students by providing facilities and financial support to participate in conferences, workshops, seminars and publish research articles.

- Research activities of the college are managed and promoted by **MARS** and the **Governador Research Centre**. The institution has **7** PhD holders, **2** Research Guides, 2 pursuing PhD, 1 PD and 2 M.Phils.
- Governorador Centre has published **TWO** books
- **Annual News Letter** and **College Magazine** offer a free-ranging discussion of themes and perspectives.
- **Institution funded Minor Research Projects** encourage research culture among faculty.
- **Teachers have published a total of 100 publications.**
- **Students' Research** follows the curriculum. VIth semester students undertake Major projects and some Vth Sem students have Minor Projects
- **The College** has 16 functional **MOUs** for collaborative activities

Innovations

- In order to promote innovations, there are various communities such as **ED Club, IIC, IEDC, Novian Hub, GTECH MuLearn campus chapter** etc function in the campus.
- Science Expos and Entrepreneurial Workshops to create innovative culture
- **ED Club, IIC and IEDC** to execute novel venture like **Start-ups, Innovations, Mushroom Cultivation, Greenhouse Associated Practices, Treasure from Trash**
- **The Novian Hub** of the college creating an innovative ethos among students produced: several innovative projects (like **Power Failure detector, DAY Order System, LED Board, Water Overflow Alarm, Automatic Time Keeper for Library, Arecanut Climber, Automatic Sanitizing Machine, Heart Failure Detector, Embedded Robotic Tracking Machine, Smart Mic Driver, Weather Station., Q Bucket, Campus Map**
- College is registered with **YIP and K-Disc**: Two students selected to the second round.
- To Elicit ideational capability, the college held **KERALA IDEA SU(B)MIT** twice

Extension

- Associations and Clubs function to sensitize students and faculty to a wide spectrum of social needs, exposing them to issues like social inequality, women harassment, child abuse, drug addiction etc.
- **Visiting homes for the Destitute**, Aged and orphanages to expose students to the problems of the marginalized and to engage them in humanitarian missions.
- Under **UBA** the College adopted 5 villages.
- With assistance from PTA, the college built or bought **6** houses for the needy.
- Under MGNCRE; **Beat COVID campaign, Athijeevanam, Thanal, Snehasparsham, Puthujeevan and Kavalai Karuthalai** programmes.

The extension activities are conducted to mould students into socially committed and responsible citizens having mooring in social justice and equity; ready to reach out to the needy, lend a helping hand to develop a healthy society and contributing to national development.

Infrastructure and Learning Resources

Physical Facilities

- Architectural layout that combines functional and aesthetic design

- Built-in Area : **6878 SQ Metres**
- Sprawling **three-storey structure** with a backdrop of lush green-vegetation and open spaces in front to let in light and fresh air
- **45 spacious classrooms with ICT facility**
- **Paremakkal Governador Research and Community Extension Centre** to promote academic, and social research and community extension service
- **Open stage** to showcase students' talents at noon recess
- **Extensive sports facilities:** Football, Cricket, Basketball, Volleyball, Badminton and Tennis Courts and Modern Gym for wellness and body building exercises
- **Biodiversity, Botanical, Green House and Herbal Gardens**
- **24 x 7 CCTV surveillance**, security guards and fire extinguishers at strategic points
- **Cafeteria, Canteen and Store & Reprographic Centre** at subsidized rate
- **Non AC Auditoriums - 3, Ac Auditorium - 1**
- **Non AC Conference Hall : 1, AC conference hall 1**
- **Tailoring Unit** called School of Sartorial Arts
- **Separate toilets and washrooms**
- **Roofed Parking ground for students**
- **Rain water Harvesting Unit** with 1 Lakh litre Capacity, **Incinerator: 1, Biogas Plant: 1, Water purifier: 1, Cooled Drinking water Outlets: 7, Hot water outlets: 3.**
- **Generator 1, UPS 20 KVA Libert Emerson-2 Nos, Emerson 2KVA-1 No.**

Library as a Learning Resource

- **A Fully automated KOHA integrated Library** having a built-in area of 1500 Sq.ft with 17,300 Books, Volumes, 7 Journals, 5 Periodicals, 9 Magazines and 6 Newspapers.
- **Digital Library** 700 Sq.ft with 6 PCs having access to NDLI and e-learning material
- **Alumni Book Corner** with 128 books.

IT Infrastructure

- **Wi-Fi enabled** campus
- More than 95% of classrooms, equipped with LCD, smart boards, and smart TVs
- **A computer Lab with 120 PCs**
- **A PG Lab with 72 PCs**
- **Hardware Lab with 16 PCs**
- **Electronic Lab**
- **Biotechnology Lab with 60” smart TV**
- **Lang. Lab with 64 terminals and software**
- **College has a total of 251 PCs and 225 PCs are exclusively for students with a student-computer ratio of 7:1**

Maintenance of Campus Infrastructure

- Regular budgetary allocation for updating and maintenance
- Laboratories regularly updated with the latest resources
- Generator to ensure power backup and UPSs for handling power fluctuations

Technical advancements, innovations in educational transactions ensure effective institutional functioning and transference of ICT literacy to the campus community.

Student Support and Progression

Student Support

- **Equitable access** to the Institution for students from diverse social and economic backgrounds
- During the last 5 years Rs. 36,01,605/- have been given as **Concession, fee waivers, Scholarships and financial assistance** through college, PTA, Alumni and Well wishers.
- The College provides **18** scholarships. Over the last five years Rs. 5,37,400/- **was disbursed among 281 students.**
- Central and State government scholarships made available to eligible students through proper monitoring. 117 students received over Rs.**4727702/-** in the last five years and 7 Lakshadweep students were paid Rs. 245800/-

- Scheme to support the **marginalized; that no students drop out just because they cannot pay tuition fees.**
- **Proficiency Prizes** in every semester, **Award to Semester toppers** and **Merit Day** at the end of programmes are organized to honour high achievers.
- Timely **redress of grievances** including **sexual harassment** and **ragging**
- **Accident Insurance Cover** for students, parents and staff.

Student Progression

- **Remedial classes** for slow learners; for **bright students**, strategies to enhance knowledge base and prepare for competitive examinations.
- Our University results are often above average University percentage. The average success rate of UG is **89.68% and PG- 85.02% over the last five years.**
- Within 27 years, the College secured **100** university I, II or III Positions besides a good many students getting into the IV – X positions
- Facilitation of Vertical movement of students to higher studies. On a yearly average, as many as **26% students went on to higher programmes/courses** in the past five years.
- **Value –added certificate and Add-on courses and Diploma programmes** to expand knowledge and skill base
- **Training and Development Cell** promote business oriented, income generating skills. Partnerships with agencies like **KILA, NSDC, ED club**, the cell provides entrepreneurial training
- Students register with bodies such as **NDLI, NAD and NCS**. We have been uniquely successful in getting all students and staff registered in **NDLI**
- **VET** gives classes in **sartorial jobs. Bee Keeping, Mushroom cultivation, vermicompost and Bio fertilizers.**
- **Placement Cell** facilitates students' progress to professions. Over the last five years **428** students were recruited by Corporates and non Corporates.

Student Participation and Activities

- **Student Council** formed through the parliamentary mode of election, organizes and coordinates arts, sports and cultural activities, and celebrations of **College Day, Onam, Christmas** and brings out the **College Magazine.**
- Various **Associations, clubs and Forums train** students in leadership skills

- Students participate in **intercollegiate competitions** with creditable performance.

Alumni Engagement

- The My Story series, an alumni engagement programme, helps stimulate students' ambitions and confidence in realizing them.
- Alumni Mentoring Programme, to train and motivate students to meet the challenges of the job market.
- Alumni also provide scholarships and financial assistance to the EWS, and for augmenting facilities in the college.

The college in its quest for excellence offers a conducive ethos for the students learning process and facilitates student progression so that they can vie with their counterparts anywhere.

Governance, Leadership and Management

Mar Augusthinose College enjoys the privilege of having a **participative decentralized and transparent management** whose ethos and belief are in **teamwork and team spirit**. Keeping in mind its motto, vision, mission and core values the College continuously strives to better and emulate its policies on governance.

- **The College, a registered Charitable Trust (23/IV/2008) is governed by a Governing Body consisting of the Patron, Manager, Principal and eminent educationalists who formulate its broad policies.**

Leadership

- The **Principal** acts as a link between the College, Management, University and Public
- Policies relating to academic matters chalked out in the College Council consisting of Principal, Vice-Principals, Heads of Departments, Administrative Officer, three elected teacher representative and IQAC
- With the assistance of the **College Council, the Principal runs the day to day administration**
- **The Governing Body**, in consultation with academia and stakeholders draws up a **master plan** that serves as a guideline for all development projects

Strategy Development and Deployment

- **Policies adopted by the Governing Body** and the College Council are executed by the HoDs, teachers, class tutors and mentors.

- **General Body meeting** of all the staff convened at the beginning of every semester to discuss and plan academic and non academic strategies
- **The Principal convenes department** meeting at least once in a semester to finalize Department action plan
- **Regular meeting of the Governing Body, PTA and Alumni to ensure their continuous support.**
- **Student Council and various clubs and associations** organize co-curricular and extra- curricular activities.
- **Eco-friendly E- Governance via ERP and G-Suite.**
- **Regular training** for academic and administrative staff in E-governance and technology **adoption**

Faculty Empowerment Strategies

- Stringent **policy on Staff Recruitment** to ensure quality
- **360 degree staff appraisal through Teacher-Performance Records, Student feedback, Peer Evaluation, Evaluation by the Heads and Self Appraisals.** Self Appraisal report, submitted to the HoD is forwarded to the Principal and Manager.
- **Self Appraisal** is in place for the **non-teaching staff** too
- **Management** encourages and supports **research work** by staff,, **participation in workshops, presentations, and conferences**

Financial Management and Resource Mobilization

- Major source of finance is **Tuition fee**, used meet recurring and non-recurring expenses
- **Finance support for** teaching and non-teaching staff is in place
- **Waiving tuition fee** of wards of **staff** studying here.
- Management conducts an internal **financial audit. Accounts audited** by Chartered Accountant.

IQAC

- Established in **2017** as per NAAC guidelines
- Together with College Council, checks action plans prepared by **Departments**
- Undertakes quality sustenance and enhancement measure leading to participation in **UGC-Paramarsh,**

ISO certification, UGC recognition, NIRF ranking, implementation of IIC, IEDC, UBA, Swatch Bharath, OBE, Result analysis, curriculum feedback, E-governance

- Conducts internal and external **academic audits**.

Institutional Values and Best Practices

Mar Augusthinose College has always maintained a distinct identity in its academic and non academic endeavours ever since its inception. The vast number of eminent and successful alumni bear witness to its high scholastic achievements. The institutional values and best practices are well aligned to national policies and priorities.

Institutional values and Social Responsibilities

- The College aims to empower individual students to realize their full potential for self development and to pursue their goal with a proper understanding of their role in meeting social and purposes
- Location of the college in a provincial town helps diffusion of high technology education to predominantly agrarian communities.
- **Institutionalized community engagement programmes**, environment protection initiatives along the lines of Social Responsibility of College students, UBA, Swachh Bharat movement, Digital India initiatives
- **Admission and Recruitment** policy guided by values of Social inclusion and Pluralism
- **Women's Cell** to attend to gender equity and women's empowerment
- **Divyangana –friendly** campus with ramps, and special toilets. Scribes provided when needed
- **Medical camps, blood donation, disaster relief, UBA, Swatch Bharat and other Social outreach programmes**
- **Energy Conservation:** LED bulbs used
- **Green Campus drive** includes restricted entry of automobiles, ban on use of plastics, landscaping, planting trees and shrubs etc
- **Annual quality audits:** Green and Energy, Gender and Energy audits
- **Rain water harvesting**, waste water management recycling of waste products, biogas plant etc
- **Code of Conduct/** professional ethics.

Best Practices

- **Single Window Progress Card** is a unique venture. Consolidated list of all internal and external marks of all semesters signed by class teacher, countersigned by HOD, made available to concerned. Parents affix their signature at PTA
- **Noon Recess Cultural Event.** Students encouraged to exhibit their talents in inner courtyard during noon recess
- **“MY STORY”** is an interactive session with alumni from different walks of life sharing their life experience from student life to the present status specifying the methods by which they overcame the many hurdles in their lives. Students participate in these success stories. The unveiling of their life journey can boost the confidence and aspiration of the present generation, the netizens of the cyber world and social media. Feedback shows positive impact in terms of confidence building and risk taking
- **EACH TO EVERY, A COMMUNITY ENGAGEMENT PROGRAMME ORGANIZED BY** Paremakal Governor Research and Community Extension Centre, includes knowledge sharing, caring for the sick and the aged, disaster relief, social change initiatives etc
- Principal wishes every staff member on his/her **Birthday** through WhatsApp

Institutional Distinctiveness

- The first Self-financing College under MG University to gain UGC 2(F) recognition
- High Achievement rating. Around a hundred University ranks within 26 years and a great many students making it to IV to X positions
- Most of the Programmes are New Gen with multidisciplinary courses
- All the Staff and students are registered member of NDLI
- Individual registration in NAD

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	MAR AUGUSTHINOSE COLLEGE, RAMAPURAM
Address	Ramapuram Bazar P. O. Kottayam
City	Ramapuram
State	Kerala
Pin	686576
Website	https://maraugusthinosecollege.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Joy Jacob	04822-261440	9495165051	-	iqac@mac.edu.in
IQAC / CIQA coordinator	Sunil K Joseph	-	7012678839	-	sunilkjoseph@mac .edu.in

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	Yes Minority Certificate Mar Augusthinose College.pdf
If Yes, Specify minority status	
Religious	Christian
Linguistic	
Any Other	

Establishment Details										
<table border="1"> <tr> <th>State</th> <th>University name</th> <th>Document</th> </tr> <tr> <td>Kerala</td> <td>Mahatma Gandhi University</td> <td>View Document</td> </tr> </table>					State	University name	Document	Kerala	Mahatma Gandhi University	View Document
State	University name	Document								
Kerala	Mahatma Gandhi University	View Document								
Details of UGC recognition										
Under Section		Date	View Document							
2f of UGC		05-06-2021	View Document							
12B of UGC										
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)										
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks						
No contents										

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Ramapuram Bazar P. O. Kottayam	Rural	5.1	6878

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,Commerce	36	Plus Two	English	120	64
UG	BCom,Commerce	36	Plus Two	English	60	60
UG	BA,English	36	Plus Two	English	60	12
UG	BBA,Management Studies	36	Plus Two	English	120	99
UG	BCA,Computer Science	36	Plus Two	English	130	124
UG	BSc,Biotechnology	36	Plus Two	English	40	17
UG	BSc,Electronics	36	Plus Two	English	60	12
PG	MCom,Commerce	24	Graduation	English	30	21
PG	MA,English	24	Graduation	English	20	5
PG	MA,Management Studies	24	Graduation	English	30	30
PG	MSc,Computer Science	24	Graduation	English	25	7
PG	MSc,Biotechnology	24	Graduation	English	20	9
PG	MSc,Electronics	24	Graduation	English	30	3
PG	MSW,Social Work	24	Graduation	English	30	30

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				6				77			
Recruited	0	0	0	0	6	0	0	6	35	42	0	77
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				20
Recruited	11	9	0	20
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				4
Recruited	4	0	0	4
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	3	0	0	2	0	0	5
M.Phil.	0	0	0	0	0	0	2	1	0	3
PG	0	0	0	2	0	0	28	40	0	70
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	0	0	0	0	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	1	0	0	2	1	0	4
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	4	1	0	5

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	293	3	0	0	296
	Female	92	1	0	0	93
	Others	0	0	0	0	0
PG	Male	35	0	0	0	35
	Female	69	0	0	0	69
	Others	0	0	0	0	0
Diploma	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	0	2	1	0
	Female	2	3	2	4
	Others	0	0	0	0
ST	Male	0	0	0	1
	Female	1	0	0	0
	Others	0	0	0	0
OBC	Male	31	37	22	22
	Female	10	18	18	25
	Others	0	0	0	0
General	Male	304	301	312	323
	Female	129	202	194	225
	Others	0	0	0	0
Others	Male	9	9	1	4
	Female	7	9	3	3
	Others	0	0	0	0
Total		493	581	553	607

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	<p>Mar Augusthinose College Ramapuram, one of the premier self-financing colleges under MG University Kottayam never hesitates to welcome and adopt new and emerging trends in academia. The curriculum of all UG programmes offered by the college follows the Choice Based Credit and Semester (CBCS). The college ensures value-based education and environmental awareness by incorporating value-added programmes and other relevant modules. Every student of the college has to do a mandatory project work for the successful completion of the programme. Community engagement and social service awareness are also imparted to the students through NSS and extra-curricular activities. The</p>
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	<p>programmes like BCA, BSc Electronics, BBA, BSc Bio-Technology, BA English, MA-HRM, MSc Computer Science, MSc Electronics, MSW etc are new-generation programmes in nature and content. The courses offered in these programmes are designed in such a way as to meet the needs of the various industries. The open courses offered by all departments in the fifth semester are the most visible examples of the integration of interdisciplinarity and the multidisciplinary approaches to the curriculum by the affiliating university as well as the college. The inclusion of laboratory and experiential learning in the traditional, as well as in the new-gen programmes, is relevant in this regard. The college is at the forefront to break the traditional watertight barriers in academia through add-on, Value added, certificate and diploma programmes. Considering the request from the IQAC, the college management has applied to the University for sanction to offer Multidisciplinary and interdisciplinary programmes such as UG: B.Com Triple Main, BBA triple main, BSW triple main and PG : MSc Computer Science with Data Analytics programmes in tune with NEP in the near future. The college conducted a National Seminar on NEP for college teachers and students across the country. About 100 persons attended this national seminar which was inaugurated by the Hon. Vice Chancellor of Mahathma Gandhi University, Kottayam, Dr. Sabu Thomas. The college has initiated the practice of students broadcasting daily news before the beginning of the morning session in three languages: English, Malayalam and Hindi. Two of our faculty members are ambassadors of NEP. In commemoration of Azadi ka Amruth Mahotsav, the college hosted a bike rally of 75 two-wheelers covering 25 kilometres of the Ramapuram panchayat, traversing the terrains of the locality and trumpeting the message of freedom on 12.08.2022.</p>
2. Academic bank of credits (ABC):	<p>Since the institution is an affiliated college, it is not eligible to register for academic bank of credit. As per the UGC norms, the ABC platform will be available only for some selected centres of higher education with high ranking. Yet all our students have registered in NAD. Students of the college are promoted to do online MOOC programmes/ courses under SWAYAM, NPTEL and COURSERA, etc.</p>
3. Skill development:	<p>The skill development, especially of girls, is one of</p>

	<p>the remarkable distinctiveness of Mar Augusthinose college. The college has tried to incorporate skill components both in curricular and extra-curricular fields. The college has established Institution Innovation Cell (MoE), MGNCRE (MoE), Institution Entrepreneur Development Cell (IEDC) under Kerala Startup Mission, YIP of K-Disc etc to promote the inborn and latent talents of our students. Institution partners with NSDC, RedHat Academy, Tally Academy and KILA to conduct various certificate and Add on courses. The college has established the School of Sartorial Arts to teach students tailoring, stitching and embroidery skills. Students are exposed to various communication skills like speaking, writing, reading and listening. The college has established an innovation eco-system under IEDC & Novian Hub to enable the students to showcase their innovation. Some remarkable innovations like ABS (Automatic Bell System), MAC Metrological station, Smart Energy Saver, Digital Notice Board, Power Alarm, and Overflow detector are developed by our students. The college conducted seminars and workshops on cybersecurity and cryptocurrency. In the Curriculum of BA English, a number of courses deal with communication skills. Besides the college also offers two Value added courses related to speaking reading writing and listening. A PG diploma course in communication skills is offered to PG students. The college also conducts a value-added course in IPR, Soft skills and Women empowerment. In the extra-curricular field, various departments, clubs and forums have taken a variety of initiatives for skill development. Initiatives for slow learners disseminate life skills to students. Apart from these, the college has introduced special programmes for the enhancement of the skill and confidence of students, especially of the girl students.</p>
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	<p>Since the college is an affiliated institution the scope of integrating various components into the curriculum is limited. Despite this restriction, the college has endeavoured to incorporate the Indian knowledge system into the curricular and co-curricular activities in the best possible manner. Through the common, complementary and core courses students are taught topics like Indian history, culture, literature, heritage, patriotism, nationalism and aesthetics. Prominent Indian literary doyens are</p>

	<p>included in the syllabi of both PG and UG English Language and Literature. Hindi, the national language, and Malayalam, the regional language, are offered as common courses in BCom. For the BA English programme, the paper titled Indian Writing in English (EN3CR05) and in MA English Programme, course on Indian Poetics (EN820403) are offered as core courses. The course deals with the basics of Indian aesthetics and literature. The college conducts Yoga Training and yoga day is celebrated every year. The college is keen on promoting organic farming and our students undergo a course on Organic farming (MOOC) conducted by the University in the First Semester itself. The college has a herbal garden with rare Ayurvedic plants. The college shows keen interest to observe special days in and outside the campus with the commemoration of great people, observance of historic events and special days to disseminate knowledge on the rich heritage and the eternal Indian Knowledge System. As a part of understanding the linguistic and cultural diversity of our nation, various departments conduct study tours to historic places.</p>
5. Focus on Outcome based education (OBE):	<p>The College is following the syllabi framed by the affiliating university. The Course Outcome (CO), Programme Outcome (PO), and Programme Specific Outcomes (PSO) are explained well in the syllabi of all programmes and they are shared with students through the college website and the teachers handling various courses.</p>
6. Distance education/online education:	<p>Technology-enabled learning has become increasingly important in today's educational environment. Being an affiliated UG college, there is only limited scope for providing distance/online education. The pandemic was an opportunity to deliver classes online. The college runs the Value Added programmes and Diploma programmes in blended mode. During the pandemic, the classes were conducted online mode in different platforms. As part of promoting online education, the college promotes the students and faculty to do online certification courses of SWAYAM, NPTEL and COURSERA. National Education Policy has once again opened the Pandora's Box of discussion around the issue of inclusion; it has presented us once again with an opportunity to systematize our understanding of Inclusive Education for the Indian context. The need</p>

	of the time is to bring in place a common framework for inclusive education which could act as a yardstick of participation, access and inclusion in Indian education and acts as an important tool for policymakers to plan, collaborate and implement. This shared understanding has to be developed in consultation with all the relevant stakeholders and the objective once again will be just like any other year: To leave no child behind.
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Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	The Electoral Literacy Club (ELC) of our College named 'MAC ELC' was constituted on 25-08-2022.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	The Principal appointed Ms Suvarana Mathew of the Mathematics Department and Mr Ajil Augustine, Librarian as the faculty coordinators and Ms Deepa George of 2nd year M.Sc Computer Science as the students' coordinator. ELC functions in the College as MAC Electoral Literacy Club (MAC ELC).
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	Various innovative programmes and initiatives were undertaken by MAC ELC. A voter Awareness Programme was conducted for the students to make them aware of their voting rights. A voter Registration Campaign was conducted on 9th December 2022 at the College auditorium to enroll students in the voters list. The College was recognized for its electoral campaign by Kottayam district ELC 2023. The Club also conducted a Quiz Competition to enhance students' knowledge regarding elections.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	A socially relevant initiative was taken up by the 'MAC ELC'. The club conducted a quiz competition to enhance Students' understanding of elections and election procedures. The quiz competition was coordinated by Ms Suvarna Mathew and Mr Ajil Augustine. Alen Renny of 1st year BCA was the winner of the competition.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	The enrollment procedure of pending 175 Students' is in progress with the help of their class teachers.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1451	1568	1563	1638	1609

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 94

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
82	84	84	85	86

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
141.5	134.84	187.06	231.22	203.87

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Mar Augusthinose College, Ramapuram, affiliated to MG University, integrates its vision and mission into the Curriculum stipulated by the University.

- MAC offers **7 UG and 7 PG programmes in CBCS pattern** of MG University, combining cross-cutting issues, open and elective courses whose design and delivery are enacted by College Council and IQAC, focusing on national progress, global competencies, value system and technology.
- Staff council and IQAC publish an **Academic Calendar** incorporating academic and co-curricular schedules beforehand to make a hassle-free learning ethos.
- Curriculum planning and delivery follow a three-tier system: **Master timetable** prepared at the college level, **Department timetable** designed at the department level and **Individual timetable** prepared by HoDs at the beginning of each semester.
- Every teacher prepares a **course plan/teaching plan**.
- Department meetings **allocate courses, work-load**, academic and co-curricular duties to teachers.
- Every teacher maintains **Teachers' Performance Record** monitored by the HoD and Principal to keep track of academic routine including course plans, completion reports, add-on and certificate courses etc.
- Each department submits an **Action plan** at the beginning of the academic year to IQAC and Principal.
- IQAC conducts an **Academic Audit** in every semester to ensure time-bound curriculum delivery.
- **PAAT** identifies slow and advanced learners and gives special programmes.
- **Feedback on curriculum** collected from different stakeholders is analyzed by the College Council and IQAC and formulates suggestions to forward to the University.
- **Induction programme (SPARK)** for first-year students communicates the syllabi, PO, PSO, CO, weightage, Internal and External examinations, components of Internal Assessment marks. These get published in the college handbook and website.
- The well-structured **Outcome Based Education (OBE)** for the effective delivery of curriculum

makes students socially committed, employable, creative and research-oriented. Maximum impetus is given to Outcome Based Tests which gather students' progress based on learning outcomes rather than the score they achieved.

- The regular curriculum is supplemented by **16 Value Added, 5 Add-on, 4 PG diploma and 2 VET courses**.
- **Question Banks**, Previous year Question papers and a software developed by MAC students, Q Bucket, are available to the students.
- Each student and every class have a **Mentor teacher** and a **Class Teacher** respectively to monitor students' psycho-social wellness.
- The College has a dynamic **website and LMS** developed by student techies.
- The college uses **blended curriculum delivery** through Moodle LMS, Google Classroom, Video lectures etc.
- Traditional chalk and board methods are supplemented by **ICT tools and Video lectures**.
- **Daily hour-based attendance** via institutional ERP monitor students' attendance
- **NDLI access** to staff and students

Institutional Assessment Mechanism

- **Centralized internal examinations** are conducted by MACEMC.
- **Internal exams** and **model exams** are administered during each semester.
- The prompt **assessment of answer scripts** and **timely release of results**.
- Completion of **seminars, assignments, projects, internships and industrial visits** within the specified time frame.
- Analysis of **Course Outcome Attainment**.
- **Single window progress card** records both internal and external marks of every semester.
- PG students present their **project synopsis** and have **Mock Viva**.
- **Grievance Redress Cell** addresses complaints of students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1 Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 65

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

1.2.2 Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 53.44

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1403	684	881	697	519

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

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

Response:

Mar Augusthinose College, Ramapuram, a Christian Minority institution, promotes equity, equality and ethical values for sustainability. Cross cutting issues ingrained in the University Syllabi are supplemented by the systems developed by the College to address the relevance of professional ethics, gender equity, human values, environment and sustainability. Each faculty at the time of curriculum transaction strives to transform students to socially committed, value oriented and high-principled citizens.

Mode of Integration:

The Syllabi of both UG and PG programmes have topics related to Gender, Human Values, Professional Ethics, Environment and Sustainability.

Sl. No.	Cross-Cutting Issues Addressed	No. of UG Courses addressing the issues	No. of PG Courses addressing the issues
1	Gender Sensitivity	19	24
2	Human Values	23	18
3	Professional Ethics	8	7
4	Environment and Sustainability	16	11

Gender

- Gender Audit
- Women's cell
- International Women's Day is observed with programmes such as the Woman of the Year contest, exhibition and marketing of food items and handmade crafts of girl students.
- Woman and Girl in Science Programme

- Karate classes
- NSS in association with InScribe organizes awareness classes on legal rights for girls.
- Woman entrepreneurship trainings
- Anti sexual and Harassment Cells
- Skill Development classes
- Human Rights and Gender Awareness classes
- Moral and Value Education

Human Values

- The core values cherished by the College include scientific temper, social commitment and integrity.
- NSS conducts awareness programmes to provide citizenship training to the students.
- The Anti-Narcotics cell
- Moral classes and value education classes
- Regular visits to Old age homes, Orphanages, villages.
- The Blood Donors' Forum
- Adoption of five villages under UBA
- Covid Interventions
- Flood relief Activities
- Surveys

Professional Ethics

- Code of conduct both for staff and students.
- Discipline Committee
- Grievance redress cell for students and faculty.
- Career Guidance programmes

- Pre-placement trainings
- Transparency in Internal marks, fee collection etc.
- Students are given opportunities to publish their dissertations in books and journals to enrich their academic records.
- Soft-skill development programmes
- Flash mobs, awareness campaigns and debates to inculcate values, ethics and social responsibility

Environment and Sustainability

- Energy, Green and Environment audits
- Proper disposal of e-waste is executed in collaboration with a private organization.
- Proper rainwater harvesting facilities.
- Biogas plant and solid waste management systems to sort plastic, paper and food waste at the collection points.
- Herbal garden to multidisciplinary learning.
- Green House Practices
- Bio-diversity Club
- Competitions on organic farming and promotes production of organic pesticides and fertilizers in college and students' houses..
- The college promotes cloth and paper bags and the use of steel crockery.
- Workshop on LED bulb making
- LED lamps installation
- Restricted entry of Automobiles
- Projects on environment preservation and conservation are done by students which are then published.
- The college is a partner in the Haritha Keralam Suchita Mission projects
- Treasure from Trash Competition
- NSS

- Nature Club and Nature Camps
- Campus cleaning drives
- Swachh Bharat Mission
- Landscaping

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 71.26

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 1034

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 78.8

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2021-22	2020-21	2019-20	2018-19	2017-18
493	611	555	620	598

2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
765	765	707	707	707

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list as published by the HEI and endorsed by the competent authority	View Document
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.1.2 Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 33.83

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2021-22	2020-21	2019-20	2018-19	2017-18
44	62	43	49	50

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
150	149	148	142	144

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.2 Student Teacher Ratio**2.2.1 Student – Full time Teacher Ratio
(Data for the latest completed academic year)****Response:** 17.7**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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process****Response:**

The progress of the institution is aligned with the National Education Policy and implementation of student-centric methods in learning. The institution endorses highly engaging and compelling teaching-learning methodologies.

Participatory Learning

- **Learn from Each Other, cross teaching, student mentoring and student study groups** foster interpersonal and organizational skills of the students.
- **Seminars and workshops** ignite participatory learning skills.
- **Participation in national/international seminars** and presenting papers nurture learning.
- **Debates and quiz, elocution, film review** etc. facilitate participatory learning and critical thinking.
- **Daily news reading, News letter, College Magazine** foster literary and creative talents.
- **Training through NSDC, KELTRON, IEDC, Flyon Technologies** etc. provided opportunities to expand the horizon of knowledge.

Experiential learning

- Staging **dramas, studio visits, press visits** making **short films** etc. open avenues of practical knowledge of contemporary issues.
- **Study tours, industrial visits, entrepreneurial training, field trips** and **workshops** help understanding the theories and practices of the discipline by actively engaging in a hands-on, work-based, learning relevant to the curriculum.
- **Department fests** create practical knowledge.
- MOOC course on **organic farming, herbal garden, green house practice, manure making** kindle interests in agriculture and sustainable modes of living.
- Add - on courses/VAC improve employability and technical skills.
- **My Story Series of Alumni** inspires the students to their goals.
- **Clubs and associations** generate organizational ability, managerial and administrative skills, capacity to work in groups etc.
- **Video lectures** provide a platform for interactive **virtual learning**.
- **ICT enabled language lab, science labs, computer labs** and **digital library** ennoble experiential engagements and cherish inquisitive attitudes.
- **DIY-** workshop aims at how research can be facilitated at home with construction of simple laboratory instruments.
- **NISP, IIC, IEDC, Novian HUB, Treasure from Trash** build up creativity.

Problem Solving Methodology

- **Career guidance** programmes enhance problem solving skills.
- **Projects and presentations** expose students to relevant issues.
- **The Covid Help Desk** provided an avenue to problem-solving skills to students.
- The campaign **Treasure from Trash** is part of the mission to find ways to reuse plastic waste.
- **Industrial visits and field visits** allow the students an opportunity to tackle the concept of economy and practical aspects of life.
- Group discussions, debates and quizzes conducted under the supervision of faculty members instill critical thinking and problem solving mentality.
- The Software, **Q Bucket**, developed by students manifests their problem solving ability.
- **Workshops** on cyber security, law, and women empowerment are conducted.
- Volunteers are trained on **disaster preparedness** and management by the NSS unit.
- **Student projects** provide opportunities for the students to explore new arenas of knowledge.
- **Young Innovators Programme** encourages students to submit proposals on innovative challenges.
- **Surveys under UBA** develop a sense of inquiry, capability for asking relevant questions and to recognize cause effect relationships.
- **Quiz programmes** cater to the inquisitive minds of the students.
- **Ideathon, Boot-camp, Tally, Software development, Add-on courses** etc. of the college trigger the problem solving skills of students.
- **IIC, IEDC, NISP, NSDC** activities create an ecosystem fostering innovation.
- Student projects and dissertations provide opportunities for the students to explore new arenas of knowledge.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years**Response:** 100**2.4.1.1 Number of sanctioned posts year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
82	84	84	85	86

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)**Response:** 24.23**2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
26	20	20	19	17

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Internal/External Assessment

The institution conducts Formative and Summative Assessments to ensure transparency and the grievance redressal mechanism is prompt and effective.

- MAC has developed a well organized system of assessment practice that follows standardized procedures within the framework of the university.
- The institution has evolved a monitoring committee named **MACEMC**, headed by the Principal, a coordinator and members. IQAC plays a vital role in the review of evaluation techniques.
- As a part of continuous assessment in every semester.
- **Two internal examinations to assess the knowledge level.**
- **Assignments to assess writing skill.**
- **Seminars to evaluate presentation skill** are conducted.
- **Attendance** is taken into consideration for internal marks.
- **The external examination** is conducted by the university through **end semester examinations, viva voce etc.**
- **MAC-EMC** maintains
 - A cumulative record through “Single Window Progress card”
 - Consolidated mark lists.
- **MAC-EMC** prepares all procedures of examinations such as **notification, preparation of schedule, setting and printing of question papers, confidential logistics, allocating invigilators, seating arrangements, valuation, distribution of valued answer scripts and publishing of result.**
- The tentative dates of the exams are published in the College calendar.
- Students are notified of the examination schedule a fortnight before.
- **Question papers** are in the University Examination format.

- **Resit** option is available to students who were absent or those who wish to improve their score.
- **The conduct of examination** is done under the surveillance of invigilators and **CCTVs**. The college follows a **five tier scrutiny** of internal marks- student, tutor, HoD, MACEMC and Principal- before uploading the final list of marks.
- **Internal assessment of project work** is done based on its content, method of presentation, final conclusion and orientation to research aptitude.
- **Seminar topics** are finalized by considering the most recent and current developments in the topic.
- **Malpractices** in exam are strictly dealt with stringent measures.

Grievance Redressal System

The college offers students the platform to resolve their academic and non academic problems through a well structured **three-tier grievance redress system** that works at department, college and university level.

- Students can drop a written complaint in the Grievance and Suggestion Box which is kept at various places in the institution.
- The faculty in-charge makes a primary enquiry about the complaints to assure its genuineness.
- The committee will resolve the issue with utmost discretion.
- Each department consists of a **Grievance Redress Committee** with course teachers and one senior teacher as members and the Head of the department as chairman.
- Issues that go beyond the department level committee are addressed by college level **Grievance Redressal Cell** which comprises of Chairman, the Principal of the institution, a Vice-chairman who is the vice principal, a Coordinator and members of faculty.
 - During Pandemic Students raised complaints regarding internet data connectivity issues at times of online examinations as their data availability was minimal.
 - **Redress:** College took corrective measures and offered data recharging for the deserving students.
 - There was a request from the students to conduct one internal per day.
 - **Redress:** The committee considered the request and sanction was accorded.
- The apex body is **University level Student Grievance Redress Cell** which conducts flawless Verification of internal and external examination scores and rectification of grievances.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

Mar Augusthinose College, offers undergraduate and postgraduate programmes, which follow the syllabus designed by the M G University. The Programme Outcomes (PO) and Course Outcomes (CO) are specified in the syllabus designed by the University for some Programmes and courses.

- At the institutional level, POs are prepared by the OBE advisory committee headed by IQAC.
- PSOs and COs are prepared at the department level headed by the HoD and Course teachers.
- PO, PSO, and CO are displayed on the website and communicated to students.
- Seminars and workshops on **Bloom's Taxonomy** and assessment practices are conducted for teachers to make them understand in depth the objectives of classroom teaching and to sharpen their critical thinking.
- The college has identified generic skills such as critical thinking, active participation, problem-solving, effective communication, social interaction, scientific temper, social commitment, global perspective, computational thinking, ethics and values, environment awareness and lifelong learning as the programme outcomes.
- **Programme Specific Outcomes** are the statements that describe what the graduates of a specific program should be able to perform.
- **Course Outcomes** depict what a student knows and what they are capable of doing after the completion of their course.
- The faculty makes sure that each and every student in the class is completely aware of Program Outcome, Program Specific Outcome and Course Outcome.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2 Attainment of POs and COs are evaluated. Explain with evidence in a maximum of 500 words**Response:**

Students' attainment of Course **Outcome** is evaluated primarily through the **direct and indirect** methods. **The direct method** includes the following components:

- Internal examination. Questions are set to identify the corresponding COs.
- External Examination.
- Assignments.
- Seminars.
- Viva-voce.
- Project/ Dissertation work.
- Model presentations.
- Paper presentations.
- Practical examinations.
- Student participation in curricular, co-curricular and extra-curricular activities also help assess the attainment of POs and COs.
- **Out Come Based Tests conducted at the end of every course.**

The attainment of PO and PSO are assessed through the following parametres.

- **Exit feedback**, received from the final year batches at the end of the programme is considered to be the comprehensive feedback for the PO/PSO assessment.
- **Alumni feedback** annually collected alumni through online forms is used to understand whether the desired outcomes are attained.
- **Employer feedback** is taken from the employer to apprehend whether the employee has attained the specific outcomes as to pragmatically perform as an ideal employee in their respective workplaces.
- **Placement and Progression to higher studies:** The placement of students in reputed firms and their progression to higher studies in esteemed institutions is a legit way to quantitatively measure the attainment of programme outcomes.

The OBE strives to create and maintain a favourable and empowering learning environment and facilitate learner - centric teaching and learning process in the institution, while contributing to the Total Quality Management of the institution to initiate a wide concept for the quality enrichment and enhancement initiatives. The intention is to bring about a harmonious growth of the physical, emotional, social, intellectual and spiritual qualities inherent in our students, and thereby transforming them into responsible future global citizens.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.3 Pass percentage of Students during last five years (excluding backlog students)

Response: 87.63

2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
446	471	472	524	496

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
490	573	553	584	549

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process	
Response: 3.18	
File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 0.6

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

2021-22	2020-21	2019-20	2018-19	2017-18
0.6	0	0	0	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Mar Augusthinose College has created a niche for fostering innovative and entrepreneurial acumen of its students by establishing the College innovation and incubation cell, '**Novian Hub**'. The Hub encourages **self-reliance, experimentations, innovations, and entrepreneurship skills** by providing infrastructure, mentoring space, and learning ecosystems in collaboration with various bodies such as:

- **The Institution Innovation Cell (IIC)** No. 201912903 established in 2019 creates a vibrant local innovative eco-system and to foster the culture of innovative ambience.
- **National Innovation and Start-up Policy (NISP)** established in 2020 envisions an education system oriented toward start-ups and providing opportunities to develop high quality techniques.
- **NSDC in 2020 aims** to promote skill development by catalyzing creation of large, quality.
- **Innovation and Entrepreneurship Development Centre (IEDC)** established in 2020 provides access to cutting edge techniques, world class infrastructure, high quality mentoring and global exposure.

- Tutodu Education Service Private Limited established in 2021 provides assistance to the students for start-ups and innovations.
- **YIP-K Disc** in 2020: a number of students have been selected to the second level of the competition for their innovative ideas.
- **E.D. Club** in 2016: inculcates entrepreneurial culture among youth and equip them with skills, techniques and confidence. The college has participated in the National Competition organized by Rural Entrepreneurship Development Cell to present the business ideas of the students.
- **IPR Cell** in 2016 organizes IPR awareness programmes.
- **MARS** in 2020 promotes research ambience among faculty and students.
- **Governador Research Centre** in 2020 promotes research works.
- **Industry-Academia Collaboration** with **BOSCH** conducts Skill Entrepreneurship programmes.
- In collaboration with **Red Hat Academy**, College participated in the **virtual Mega Conclave on Opportunities** for Freshers in Red Hat Technologies, Cloud, and Automation.

Innovative ideas are encouraged by organizing technical exhibitions and entrepreneurial workshops wherein students are oriented to establish start-ups. Some of our students have showcased their innovative ideas by inventing electronic gadgets such as **Power failure Alarm** (Tomin Jose BSc), **Day order Display System** (Arun A, BSc), **Water Overflow Alarm** (Shibin S, M.Sc), **Attendance Mechanism** for Library (Toney Abraham, M.Sc), **Automatic Sanitizing Machine** (Tomin Jose, M.Sc), **Automatic Sanitizer Booth and Gate**(Kriswin Thomas BSc), **Heart Failure Detector** (Mathew Benny, BSc), **Arecanut Climber** (Mathew Jose, MSc), **Embedded Robot Tracking Machine** (Arun A, BSc), **MAC Meteorological Station** (Christo Joseph, & Toney Abraham M.Sc), **Smart LED Notice Board** (Christo Joseph, & Toney Abraham M.Sc), **AUTOMATIC Bell Control** (Christo Joseph, & Toney Abraham M.Sc) **Automatic Water Level Control** (Peter Cyriac MSc), **Smart Mic Drive** (Joshuva V John, Jeswin and Aravind (BS.c Electronics) **Automatic Waste Bin** (Aswin R & Christy Jose) **Smart IC Tester** (Joshuva John Varghese, Aravind Venugopal & Jeswin P.K, BS.c) **Q-Bucket** (Sarang Achary BCA), **Campus map with QR code** (Sarang Achari BCA)

Start Ups:

- **Future Hygiene** (Sheltona Thomas & Leo Sebastian BBA).
- **Prosthetic** (Anandhu S Kumar BT).
- **Gravity Productions** (Don Thomas BBA)-Agriculture based videos, e-sorts and editing.
- To elicit students' ideational capability-"Ideathon" competitions "**IDEA SU(B)MIT**" and **Hacathons** conducted annually.
- **Treasure from Trash Programme: "Srushti"** nurtures those creative and innovative capabilities.

The institution creates an ambience that promotes innovation and research eco-system among faculty and students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.2.2 Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 24

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
7	5	4	4	4

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1 Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.45

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
14	19	4	0	5

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document

3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 1.53

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
09	28	22	7	78

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document

3.4 Extension Activities

3.4.1 Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Extension programmes play a crucial role in enabling educational institutions to create a positive impact on communities and the environment by transferring knowledge and technology that leads to holistic and sustainable development programmes and people. The extension activities undertaken over the last five

years by the college had had significant impacts both on the community and the holistic development of students. Through activities such as the **National Service Scheme, Electoral Literacy Club, Unnat Bharat Abhiyan, Swachh Bharat Abhiyan, MGNCRE, Blood Donors' Club**, and many more, the college enabled its staff and students to imbibe the values of social responsibility, human values, and learning by doing. Our Extension activities fall under the umbrella term **'Each to Every'**.

The college conducted a **household survey** as part of the **Unnat Bharat Abhiyan** scheme in five adopted villages, offered **training to Kudumbasree members on Basic Accounting, Computer literacy, Mushroom cultivation, Apiculture and Marketing** under the Naipunya Scheme. **Training on Bio-composting** was offered to Kudumbasree members. Under MGNCRE, the college participated in the **Beat COVID Campaign, "Ottakkalla Koodeyundu"**. The Blood Donation Forum **donated 398 units of blood** during 2017-2022.

A **Book donation drive** was conducted with Malayala Manorama at ST. Joseph's UP School, Vellilappilly. **Flood relief activities** in Pala, Kottangal, Paravoor, and Chengannur as part of "Pralayathenu Oru Kaithangu" were undertaken and **constructed or bought SIX houses** under the **"Home for Homeless"** project.

A **medical camp** was conducted at Rosary Gram and **observed Palliative care day** in collaboration with Ramapuram Panchayat and Uzhavoor Block. NSS volunteers sensitized the public with social welfare activities such as **flash mobs, awareness classes on AIDS, Legal awareness, and rallies**. The 'women cell' conducted gender-sensitive programmes, and the Department of Biotechnology conducted a workshop for XII students at Chavara International School, Amanakara.

The college **observed Disaster Management Week** during the Kerala floods and **organized Cyber Crime Awareness Programme** at Mythri Nagar. Rural camp in Kanchiyar Panchayat, and **AIDS day** in collaboration with Excise, Police, and Health department in Erattupetta were organised. An **exhibition** was organized at St. John's High School, Kurumannu and **awareness classes on Mobile Applications and the Internet** were held for the members of Greenfields Residents Welfare Association. A **symposium on GST** was conducted in association with the Merchant Association.

The college extended **financial assistance** for various causes: **Rs.100000/- for the flood victims** of Koottikal, **Rs.25000/ for Manesh Madhu**, of BCA, **Rs.129750/- donated by students** to construct a home, **Rs.25000/- each** for Megha Prasad and Kwahla Raj, our students, upon the death of their father during the Pandemic. The **Department of Management Studies donated Rs.840000/-** to Diya Martha, one of our students, a kidney patient, for dialysis. **The Alumni and students donated an amount of Rs.2,79,750/-** to Mr Jose V.T for house construction.

The MSW department conducted 24 extension activities like **disaster management, medical camp, cancer care, palliative care**, and more from 2017-22. These extension activities have strengthened service and academic learning and provided a concrete opportunity for students to learn new skills, think critically, and test new roles in an environment that encourages risk-taking and rewards competence. Overall, **these extension activities have had a positive impact on the students, developed student-community relationships, and cultivated the hidden personalities of students while creating awareness among them.**

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Formation of a student achieves its full potential when the curriculum goes beyond the confines of the classrooms into the society he/she is in. Only when one understands the pangs and sufferings of the people around, one becomes fully human. The college, with this aim, fuses extension activities into the curriculum.

The many **Awards and Recognitions** the college won are testimonials to the way the college functions.

AWARDS

Name of the Award/ Recognition	Details of the Award/Recognition	Awarding Agency/Organization	
NSS Award	The best N.S.S. Unit	Mahatma Gandhi University	
NSS Award	The best N.S.S. Unit	Mahatma Gandhi University	
Navajyothisree Karunakara Guru Award	Best Manager	Santhigiri Cultural Centre U.I	
Excellence Award	Performance in Education	Rashtra Deepika	
Best Manager Award	Management Skills	Arts Foundation	
Best Institution Award	Best HEI	Mangalam	
Rotary Excellence Award	Best Manager	Rotary	
Lions Excellence Award	HEI Excellence	Lions	
Certificate of Excellence	Best Participating College	KSCST	
Excellence Award	Contribution to Innovative and Value Added Education	Rashtra Deepika	
Above and Beyond Excellence	Social Commitment and service	Lions	

Award			
DeshBandhu Award	Philanthropy	Rashtra Deepika	

Certificates of Recognition and Appreciation

Certificate of Recognition	Say No To Drugs	Ramapuram Panchayat	
Certificate of Appreciation	Blood Donation	Ramapuram Panchayat	
Certificate of Recognition	Covid Intervention	Ramapuram Panchayat	
Certificate of Appreciation	Extension Activity	Ramapuram Panchayat	
Certificate of Recognition	Thelineeroshukum Nava Keralam	Ramapuram Panchayat	
Certificate of Appreciation	Household Survey	UBA & Ramapuram Panchayat	
Certificate of Recognition	Azadi Ka Amruth Mahotsav	Ramapuram Panchayat	
Certificate of Recognition	Cleanliness Drive	Swachh Bharat & Ramapuram Panchayat	
Certificate of Appreciation	Vimukthi-Anti Narcotic	Ramapuram Panchayat	

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.**Response: 51****3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
15	8	10	10	8

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

3.5.1 Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 97

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

Mar Augusthinose College, set against the backdrop of a sprawling, lush-green 5.1 acre campus has aesthetically designed buildings which are architecturally remarkable and environmentally responsible. The campus spread over 4 blocks provides ample space for effective execution curricular, extracurricular and administrative enterprises. The college infrastructure is inclusive in a way that it provides smooth access to **divyangjan** students. This carefully curated infrastructure ensures maximum academic utility and an array of extracurricular activities.

Classroom Amenities

The College offers 7 UG programmes with 10 batches each and & PG programmes. The academic infrastructure includes

- 45 Spacious classrooms
- 41 ICT-enabled classrooms with Wi-Fi/Lan facility
- 2 Multipurpose Seminar Halls
- 10 Smart Classrooms
- Electronic and BT Laboratories for UG and PG with sophisticated Equipments
- 1 Computer Lab with 125 PCs
- 1 Tally Lab with 72 PCs
- 1 Hardware Lab with 16 PCs
- 1 Language Lab with 64 terminals
- Paremakal Governador Research Centre

ICT FACILITIES

The ICT facilities of the college include:

- 95% of classrooms are ICT-enabled
- 10 smart classrooms
- 2 computer labs
- 1 Language lab
- MOODLE LMS
- Digital library with 6 PCs and access to NDLI
- Alumni Book Corner
- Automated Library

The College has a total of **225 computers** and the student Computer ratio is **7:1**. The office and the departments have an ample number of computers which facilitate hassle-free administration and teaching.

ACADEMIC SOFTWARE

- Institution ERP to manage admissions, attendance, exam management, internal marks generation, consolidated mark list generation, TC and conduct generation.
- KOHA Integrated Library
- Software for Office management and fee payment
- MOODLE LMS Platform

INTERFACE/SECURITY SERVICES

- 24 x 7 CCTV Surveillance
- Fire Extinguishers at strategic points
- 24 x 7 Security service
- Divyangana Friendly campus with ramps, toilets, wheelchair etc.

CULTURAL FACILITIES

Umpteen facilities for Cultural Activities like:

- Auditoriums
- Open Stage for Noon Recess Cultural Programmes
- Stadium
- Seminar halls
- Arts Day and Arts Fest
- Celebration of important days

SPORTS FACILITIES: Gymnasium/Health Centre - equipped with latest equipments

- Playgrounds for Sports and games like: Football, Basketball, Volleyball, Cricket, Badminton, tennis etc.
- Annual Sports and Games

The Department of Physical Education flags the activities associated with these facilities.

- Yoga and Karate classes,
- Women Cell and various clubs and Associations that foster and nurture both academic and non-academic talents of students.

OTHER FACILITIES:

- Counselling Centre
- Botanical garden
- Green House
- Hostels for boys and girls
- Sufficient toilets both for boys and girls
- Girls' toilet fitted with incinerators, and sanitary napkin vending unit
- Incubation Centre
- Canteen and cafeteria
- Book Store and Reprographic Centre

- 7 Water coolers and 1 Water purifier
- Hot Water Outlets
- Sick Room
- School of Sartorial Arts
- Roofed Parking ground for students
- Bio Gas Plant

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2 Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 15.68

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
26.07	9.85	10.76	80.70	13.50

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

MAC library section is located on the first floor of the college and it is branched into a library and an extension - digital library, with the library having a **total area of 1500 sq.ft** with a seating capacity of 42 and the digital library with access to NDLI, with a total area of 700 sq.ft. A total of **17300 books** are available in the library and sufficient number of **periodicals including journals, magazines and newspapers** are made available in the library. Another notable feature of MAC library is the **Alumni Book Corner** supported by our alumni having 128 books. Entry to and exit from are automated by our student Techies.

Mar Augusthinose College and St. Aloysius College, Edathua have signed an MOU to collaborate and cooperate in the usage of library resources of both colleges thereby enhancing the facilities of each other.

Library Automation

Since 2020, the library has been fully automated using the **ILMS** software called '**KOHA**', a user-friendly open-source Integrated Library Management Software which has a number of advanced features with regard to resources and its availability. The library has **Web – OPAC** for providing remote access to its reserve of textual resources. There is an automated student login, which acts as a digital register that keeps tabs upon the students logging in and out, and other details. This unique facility is created by the promising youth of MAC itself. The **per day library usage** of students till the COVID pandemic counts up to an average of **115 students a day**, but the average has deflated to 50 students per day owing to the increased popularity and easy availability of e-resources during the pandemic.

ILMS Software KOHA

- Name of the ILMS Software: **Koha Version 21.05**
- Nature of automation: **Fully automated.**
- Server Version: **Debian 4.19**
- Year of automation of the software: **2020**
- Library link: **<https://library.mac.edu.in>**

Features of Koha

- Koha is an **open-source Integrated Library Management System (ILMS)**, used worldwide by the general public, schools and special libraries because of its efficiency.

- Koha at MAC is streamlined with dedicated cloud servers promising 24x7 access.
- **Customizable search facility.**
- Koha is **built using library standards and protocols.**
- Multilingual, transferable and compliant.
- Koha's OPAC, circulation, management and self-checkout interfaces are all based on standards.

Library Services and E-Resources

- **Computerized Issue/ Return, Renewal of books.**
- Reference Service available.
- Display of new arrivals.
- Subscription to Journals.
- The library has an open-access system.
- Orientation programs for new users.
- **Access to NDLI.**
- **E-book access** to all users.
- **Digital Repository** comprising question papers, dissertations and theses.
- **Remote access** to digitized content.
- Digital library for electronic content learning.
- **CCTV surveillance** for security reinforcement.

Annual expenditure for the purchase of books and journals year-wise during the last five years:-

Year	2017-2018	2018-2019	2019-2020	2020-
Books	₹145,076/-	₹139,455/-	₹149,339/-	₹3,2
Journals	₹52,227/-	₹61,493/-	₹43,863/-	₹50,

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection *Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words*

Response:

Faculty and students enjoy and benefit from cutting-edge ICT facilities like **Wi-Fi hotspots, high-speed internet connectivity, ICT-enabled classrooms and Smart classrooms**. The institution has always been adapting itself in developing its IT infrastructure to meet modern requirements through the latest innovative technologies. The development in IT has reached its best within the last five years which is evident from the below specifics.

The exponential growth data is being generated by the **251 including laptops, computers** of the college in administration, department, laboratories, library, digital Library and other offices. The number of computers used in the institution has been raised from **178 to 251** of which **225** computers are exclusively used by students.

- The campus of Mar Augusthinose College is **Wi-Fi** enabled
- **95%** of the classrooms are equipped with **LCD** projectors, **Smart TVs** and **smart Boards** to promote efficacious learning experience in an ICT- enabled environment. From just **5 ICT enabled** classrooms in 2018 now the college has **44**.
- The number of **LCD projectors** has gone up from **5 to 28**.
- The college flaunts an efficient computer lab with **120** branded **PCs** and Wi-Fi connectivity.
- The PG/internet Lab with **72** computers
- Hardware and electronics labs with 16 PCs
- The college possesses 11 Laptops
- Institution has **27** printers which include **4 color printers cum scanners**. College has One **ID card Printer**
- Institution has 2 Servers, Two 20 KV Liebert Emerson **UPSs** and one 120 KVA generator
- From **One Smart** Class room in 2017 the number has gone up to **11**

- A **Language Lab** with 64 terminals
- **24 x7 CCTV** surveillance with **112** cameras.
- MAC has an ICT enabled **AC Seminar Room**
- **Library with KOHA Integrated Library Management System**
- **Digital Library** with **NDLI** access
- The college has been continuously augmenting its net capacity. The college now has **3 Internet connections: BSNL, Asianet and Kerala Vision with 100 Mbps, 100 Mbps and 200 Mbps respectively.**
- **All departments** and offices are fully equipped with Wi-Fi.
- **Continuous** software updating as part of its e-governance and e-facilities.
- **LMS** Learning Management System **MOODLE** for better online teaching and Learning
- A new **ERP was introduced** in the year 2022 as a part of up-gradation which includes admission, attendance marking, TC generation, fee payment, resource booking, and conduct of examination. Training on e-governance and technology adoption is imparted to academic and administrative staff on a regular basis.
- **Video Lectures** to supplement classroom teaching
- Institution has a **YouTube channel, dynamic Website and Social Media** pages
- **Attendance** was marked earlier through the college LMS. Now it is integrated into the **ERP**.
- Introduced **Biometric system** for automated attendance recording for faculties
- **An Android TV and LED display** to show daily activities on the campus.
- An **LED Display Board** to exhibit **Day Order**

MAC has always been in a process of self-improvement and constant updating in order to provide a healthy and propitious environment for its students and faculty in Information & Technology.

Updating, maintenance and repairs are undertaken regularly to accommodate the latest alterations in Information and Technology.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3.2 Student – Computer ratio (Data for the latest completed academic year)

Response: 6.45

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 225

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 31.41

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

2021-22	2020-21	2019-20	2018-19	2017-18
34.44	39.81	59.03	74.79	74.19

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 11.39

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
235	142	168	202	145

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	View Document
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	View Document
Upload policy document of the HEI for award of scholarship and freeships.	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.1.2 Following capacity development and skills enhancement activities are organised for improving students' capability

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document

5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 39.56

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1362	441	572	399	323

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4 The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies
- 2.Organisation wide awareness and undertakings on policies with zero tolerance
- 3.Mechanisms for submission of online/offline students' grievances
- 4.Timely redressal of the grievances through appropriate committees

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2 Student Progression

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 40.97

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
71	215	318	283	254

5.2.1.2 Number of outgoing students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
520	573	553	586	553

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 10.1

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2021-22	2020-21	2019-20	2018-19	2017-18
84	33	37	12	0

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document

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 last five years

Response: 16

5.3.1.1 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 wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
6	2	5	0	3

File Description	Document
list and links to e-copies of award letters and certificates	View Document
Institutional data in the prescribed format	View Document

5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 15

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
026	026	023	0	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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

Response:

Mar Augusthinose College has a registered alumni association (**KTM/TC/124/2021**) that contributes significantly to the development of the institution. The association is named as “MAC ALUMNI”. A dynamic association that develops, fosters, maintains and supports a mutually beneficial connection between alumni, students and staff is our Alumni. The Executive Committee, elected by the Council of

“MAC ALUMNI”, comprises enthusiastic individuals willing to take on the organizational initiatives to sustain the prestige of their alma mater. It is significant that some of our **faculties** are also **our alumni**. Alumni function at Institution and Department levels.

The objectives of the MAC Alumni are:

- 1.To plan and organize successful reunions on an annual basis.
- 2.Involve alumni in student development through participation in ongoing academic activities including teaching, research, workshops, conferences, and placements.
- 3.Champion all relevant fundraising activities to the development of the college.
- 4.To promote best practices in different areas of social life for the benefit of society.
- 5.**The General Body** meeting of the Alumni Association is held on 26 December every year.
- 6.**The Executive Council** meets regularly to choke out strategic plans for the development of the institution.
- 7.**Department wise alumni meetings are also held on a regular basis.**
- 8.**The Alumni Association offers financial and non-financial support.**

Financial

- **Prometheus scholarship** worth 10,000 rupees to students for their **innovative ideas**.
- **Scholarship** worth more than 2 lakhs per annum is given to economically backward meritorious students to assist them in their studies.
- Contributed Rs 1,20,000/- for **Language lab** renovation.
- **Contributed Rs.50000/- to Home for the Homeless Project.**
- Contributed Rs. 80000/- to the construction of **Silver Jubilee Memorial Arch**.
- **The Best Research Project Award** for Undergraduate and Postgraduate students of Biotechnology.
- Financial assistance to **retired teachers**.
- Payment of **Semester fee** to really deserving students

Non-Financial

- Serve as resource persons for Seminars, workshops, Invited lectures, organized by every department on relevant topics for the students of the undergraduate and postgraduate programmes.
- Alumni offer their assistance in personality training, placement training and campus recruitment.
- **A book corner** which offers a free loan of over **200 books** is set up and run by the alumni association.
- **My Story Series:** a motivational interaction with successful alumni is held regularly by each department to inspire and motivate students to achieve their goals.
- **Alumni Feedback:** collected annually are immensely useful to the continuous and sustainable progress of the college.
- **Alumni** ensure active involvement in **IQAC's quality** enhancement initiatives.

Our Alumni are our brand ambassadors, the buttresses of this institution. Their unalloyed commitment and unstinted support to their alma mater capacitate the institute to march ahead gloriously.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 *The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.*

Response:

Mar Augusthinose College, Ramapuram is a premier Self Financing Institute focused on moulding competent individuals through holistic education. MAC is committed to the social upliftment of the agrarian mass through education, facilitating women empowerment and elevating the poor and the marginalized.

The institution has unwaveringly pursued the stated policies in its vision and mission which include: creating a centre of excellence, a beacon of light where visionary professionals and entrepreneurs with innovation and leadership are moulded for an equitable global society; forming holistic citizens having scientific temper, social commitment and integrity and inculcated with ethical, moral and social values.

Nature of governance: The institution follows a decentralized mode of governance safeguarding operational autonomy through the following bodies;

- **Governing Body**, the apex body, concerned with policy making, setting framework for implementation of the proposed goals and finalizing the strategic plan.
- **Manager** is the ex-officio president of the Governing Body and has the power of appointment. He provides guidance and support to the Principal in all administrative, academic and financial matters. He is the ultimate authority on policy matters.
- **The Principal**, the executive Head of the Institution, is entrusted with the responsibility of managing the day-to-day affairs of the college with the help of College council, statutory bodies, Administrative office, PTA, and Alumni Association.
- **Vice Principals** assist the Principal in administration and discharge duties in the absence of the Principal.
- **Administrative Executive** is in charge of the infrastructure development and supervises construction, maintenance and installations of infrastructural requirements.
- **The College Council**, spearheaded by the Principal, Vice Principals, HoDs, 3 elected representatives from the Faculty, Administrative Superintend and IQAC coordinator functions as the Academic decision making body.
- **The IQAC** initiates, organizes and monitors quality practices.
- **Heads of Departments** are vested with authority concerning matters within the department. He /

She communicates the operational policies of the college to the faculty and students

- **Class teachers** are responsible for their assigned classes.
- **The Students' Council**, a statutory elected body of students functioning under the guidance of Staff Advisors, facilitates student centric education.
- **Teaching Faculty**, aid administration by taking up designated responsibilities.
- **Administrative staff**, under an Administrative Superintendent, helps to realize the goals of the institution by meticulous and timely execution of the portfolios assigned to them.
- The institution interacts with all major stakeholders through its Student Council, staff, **PTA and Alumni Association**.

Participation of teachers in decision making bodies

- Teachers' participation in all decision-making statutory and non-statutory bodies is ensured.
- Each department has a Department Council chaired by HoD and a senior staff as the secretary and the rest of the staff as members to plan all the activities of the department.
- Teachers' participation is ensured in NSS and statutory bodies like Anti-ragging cell, Grievance Redress Cell, SC/ ST Cell, OBC Cell and Minority Cell.
- Faculty members are in charge of clubs and cells like, Career Guidance and Placement Cell, Women Development Cell etc.

Participatory governance has elevated the college to the realm of vertical growth in terms of stakeholders' satisfaction.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 *The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc*

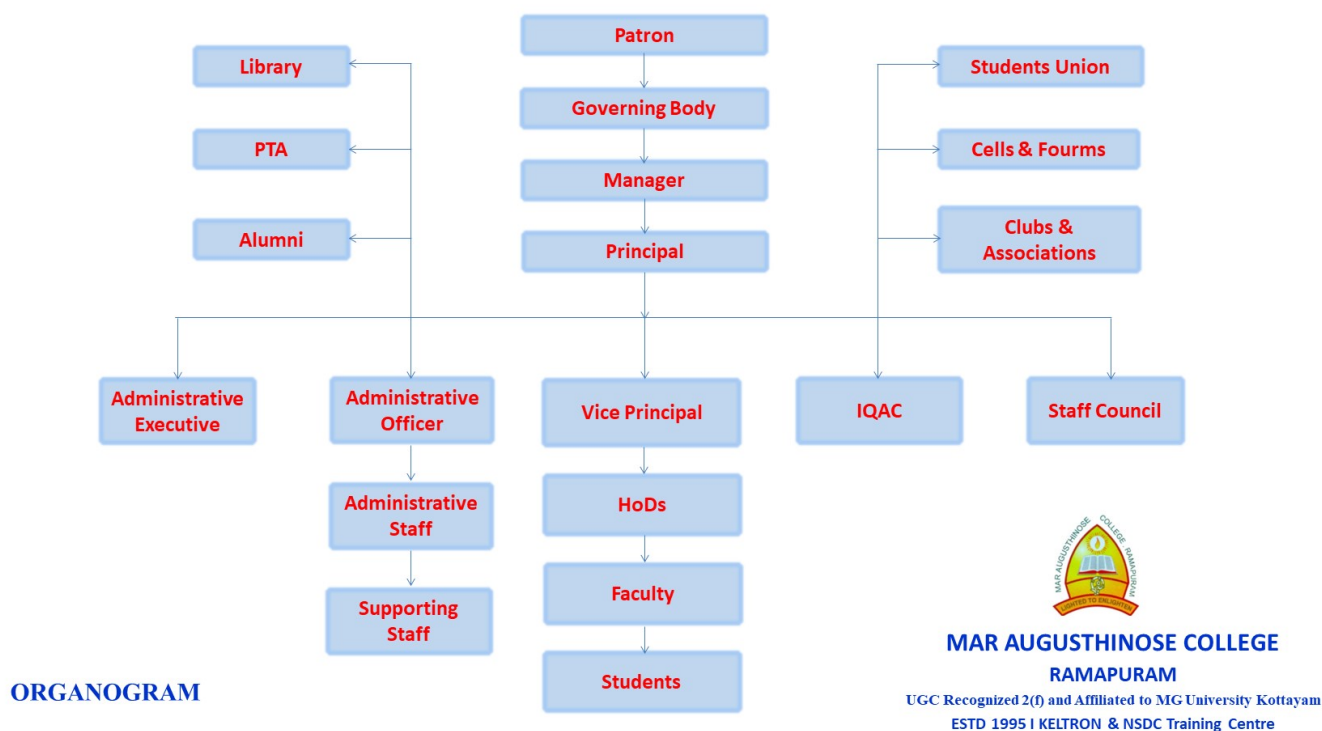
Response:

Policies and Procedures

In tune with the vision and mission of the Institution, the college has well-defined policies and procedures that comply with the **regulations, statutes, policies and procedural framework** stipulated by the **Government** and affiliating **University**.

The college has well-articulated '**Policy Document**' and **Procedural directions**, the buttresses of the smooth functioning of the college. The Managerial set up and Service procedures mirror the efficient and participative functioning of the College

Administrative set up



Quality Policy:

Quality, the backbone of any institution, creates reputation. Recognizing its significance, the college lays much focus on, procedure and documentation for quality management. The quality policies indicate the institution's commitment to assure customer satisfaction.

Appointment Procedures

The college has a well defined policy that is in tune with UGC and Government, in all matters related to **staff selection, appointment and promotion.**

Service Rules

Mar Augusthinose has a **service policy** that complies with the established regulations of UGC and state government.

Deployment of Strategic Plan

The Governing Body and the IQAC after much discussions and deliberations chart out and implement strategic plans taking into consideration all stakeholders. Academic enterprises are given priority during the development of strategic plans. The following prospective projects were implemented during **2020-2025.**

No.	Plan	Status	
1	Attain UGC recognition	Attained	
2	Obtain ISO 9001- 2015 Certification	Obtained	
3	Compose a College Anthem displaying the quintessence of the college	Released the Anthem in 2021 https://www.youtube.com/watch?v=BAP4W56s	
4	Construct an open Stage for noon recess programmes	Constructed	
5	Construct a modern Gym	Accomplished in 2021	
6	Augment the number of ICT enabled classrooms	The number went up from 10 to 15	
7	Launch the Governor research and Community Development Centre	Launched in 2020	
8	Implement OBE	Implemented in 2020	
9	To Go for NIRF Ranking	Went in 2021, 2022	
10	Implement Institution funded Minor Research Projects.	Implemented in 2021. 10 Minor Research Projects conducted	
11	Enhance the number of Value Added/ Certificate courses	16 Value Added/Certificate Add-on courses are on board	

12	Sign more MoUs	A total of 18 MoUs are si	
13	Introduce PG Diploma Courses for PG students	Introduced 4 PG Diplom 2021 in collaboration with	
14	Introduce Women empowerment programmes	Launched the School of in 2021 imparting skill on	
15	Apply for Multi-Disciplinary UG and PG Programmes	Applied for 3 UG multidisciplinary program yet sanctioned.	
16	Undertake socio-economic programmes for uplifting the marginalized and downtrodden	Introduced extension and the Homeless projects	
17	To conduct FDPs for staff	Conducted a number of F	
18	Apply for DST/FIST	Applied in 2021, 2022	
19	Automate the Library	KOHA integrated LMS w 2021	
20	Upgrade the existing ERP	Purchased a New ERP in	
21	Construct a new Administrative /Academic Block	Partially Completed	
22	Construct the Silver Jubilee Memorial Arch	Completed in 2022	
23	Rejuvenate the Language Lab	Completed in 2021	
24	Create an Innovative Ecosystem in the college	Initiated NISP, IEDC, GTECH MuLearn and	

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2 Institution implements e-governance in its operations

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1 The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Within the confines of a Self Financing System, the institution takes measures to ensure the satisfaction of its employees by institutionalizing a number of welfare measures.

Institution Initiated Welfare Measures

- **Interest Free Loans.**
- **Salary Equalization Fund** to meet emergencies.
- **The Staff Welfare Fund** is in place to provide financial assistance in emergencies.
- **Provident Fund-** irrespective of their salary.
- **ESI** services
- **Gratuity** benefits
- **Group Insurance** with a coverage of Rs. 2 lakhs

- **Insurance** for staff who do not fall under ESI coverage
- **PF Insurance** - death benefits
- **Maternity and Paternity** leaves as per Government norms.
- **Medical leave** with full salary
- **Casual, Compensatory, On Duty and Duty leaves** are also made available.
- **Leave for study purpose**
- **Free Wi-Fi on campus and domain email address to all staff**
- **Free uniform** to supporting staff and security
- **Scholarship** for the Wards of staff members who passed 10 and 12 with high grades.
- **Fee waiver** for staff's children who study at MAC
- **Financial assistance by Alumni** to teachers on their Retirement.
- **Financial assistance for travel, participation** in national/international workshops/conferences, and **Research publication**
- **Retirement party** in recognition of their committed service.
- **Annual Picnic**, celebration of festivals and Staff Day Celebration
- **Gymnasium** to maintain physical fitness.
- **Tea/Coffee** is provided in the morning and evening.

Performance Appraisal of Teaching Staff

The institution has devised a **360 Degree Performance Appraisal Mechanism** to assess, evaluate and refine the efficiency of teaching and non-teaching staff.

- Every teacher is supplied **A Teacher Performance Record (TPR)** to mark his/her work load, hour allocation, details of curricular, co-curricular activities, leave taken, mentoring details, course plan of every month with outcome. The TPR is to be updated daily, monitored and scrutinized by the HoD and Principal.
- **The Heads of departments** submit a confidential report of every teacher of the department assessing his/her academic performance, his willingness and readiness to carry out the duties assigned to him.

- **Peer feedback** conducted for teaching staff to assess how well s/he fits into the academic community s/he is in.
- All teachers have to submit the duly filled proforma of the **Performance Based Appraisal System (PBAS)** at the end of the academic year. The manager evaluates the performance of the teachers and suggest corrective measures
- **Student's feedback** through an evaluation questionnaire on the teaching performance of the faculty plays a vital role. The IQAC monitors this evaluation which is done at the end of every academic year (course wise, teacher wise) using both offline and online mode. The feedback is then analyzed and reviewed by the Principal and the same is discussed with faculty. Corrective measures if any are needed are also suggested. This evaluation not only ensures extensive correction but also acts as an appreciation mechanism.

Performance Appraisal of Non Teaching Staff

The performance of the non-teaching staff of the college is assessed on the basis of the self-appraisal form they prepare annually under the guidance of the superintendent. The duly filled in appraisal form is evaluated by the Manager and the Principal and suggestions are made to the staff on an individual.

Avenues for Career Development

The college deputed teachers to FDP and career development programs.

The college has always taken initiative to organise FDPs and career development programs for its staff.

A number of teachers have benefited from these programmes.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 7.13

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
5	16	3	5	1

File Description	Document
Policy document on providing financial support to teachers	View Document
Institutional data in the prescribed format	View Document
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	View Document

6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 21.49

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
38	53	14	2	0

6.3.3.2 Number of non-teaching staff year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
16	16	15	15	15

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Annual reports highlighting the programmes undertaken by the teachers	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

MAC has a policy of resource **mobilization and optimal utilization** through an adept Governing Body. They control the inflow and outflow of funds and make sure that the income generated goes optimally to the development of the institution itself. The major source of income is students' tuition fees. The tuition fee is prescribed by the university and it's displayed in the college handbook and website. Sufficient funds are allocated for co-curricular activities. Tuition fee is mainly used for **paying the salary** of teachers and administrative staff, **infrastructure development, maintenance, Staff welfare schemes, extension and outreach programmes, student welfare and academic support, seminars, conferences, workshops and invited lectures**. The institution conducts both internal and external audit procedures for optimal utilization of the financial resources.

The Planning Committee prepares the annual budgeting as per requirement.

The Purchase committee, headed by the Administrative Executive monitors purchase, maintenance and disbursal of funds

The major **sources of income** for the college are:-

- **Tuition fees** collected from the students.
- Contributions from **patrons**.
- **PTA** (Parent Teachers Association) fund is collected once from students at the time of admission which is then utilized for students' welfare like medical facilities, seminars and workshops, sports and cultural activities, printing and publishing of annual magazines, purchasing books and journals to MAC library etc.

- The Departmental **alumni** associations of MAC contribute money for purchasing books, equipment and also for helping students and their families in need.
- The college **IEDC has received a financial support of Rs. 2 Lakhs in 2021-22 from Kerala Startup Mission** to strengthen the research and innovation in the campus and
- Under **Unnat Bharat Abhiyan Scheme** of MHRD the college received Rs **50,000/-** for extension activities

The Financial Auditing Process

- **Internal Audit-** The internal Audit takes place at the management level. To begin with, Policies, laws and regulations are checked, cash books are verified, bank passbooks are examined, and Admission records are verified. Acknowledgement letters with regard to scholarships are verified by the Management Team. They then compare budgeted statements with the actual one and review the means of safeguarding assets plus verifying the existence of such assets. The team verifies the fund allocated for various departments and committees and makes sure that it is utilized effectively. They review and appraise the economy and efficiency with which resources are disbursed. The team examines the fund allocated for the maintenance and other miscellaneous expenses. The team settles any audit objections raised by the external auditors.
- **External Audit-** An external Audit team Cherian Mathew & Co. conducts annual audits. They submit the annual audited statements after verifying income and expenses with bills and vouchers to the Governing body through the manager.
- **Accounts of PTA and Alumni** are externally audited

The college follows thorough transparency in its mobilization of funds and expenditure.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The IQAC has played a crucial role in institutionalizing quality assurance strategies and processes at the college. The initiatives taken by the IQAC have improved the quality of education and services offered by the institution. The IQAC has reviewed the teaching-learning process, structures and methodologies of operations, and learning outcomes at periodic intervals. The efforts of the IQAC have helped the institution to obtain **ISO certification**, **UGC 2(f)** recognition, and to participate in the **NIRF** ranking process. The IQAC has also gathered **feedback** from various stakeholders through surveys to improve the quality of education and services. The IQAC's initiatives have made the institution **divyangjan-friendly** and ensured **gender equality** and inclusivity.

- Conducted Induction Programmes "**SPARK**" to introduce the campus facilities, semester system, credit system, POs, COs and PSOs, CIE schemes, and faculty members.
- Provided Special Training for **Advanced Learners**, Bridge Courses, Remedial Courses, and Basic Learning Skill Courses for **slow learners**.
- Prepared Course-wise **teaching plans** for curriculum delivery and monitored the progress of the teaching-learning process.
- Maintained a **Tutorial System** to monitor the academic progression of every student and facilitate mentoring practices for better academic results.
- Provided **Value-added, Add-on, PG Diploma and Certificate programmes** for additional skill acquisition opportunities.
- Conducted Special Workshops on **IPR, Professional Ethics, and Research Methodology** for students.
- Enhanced the library with E-Sources and **Koha ILMS** for additional information access.
- Collected **feedback on curriculum**, Methodology, and Professionalism of faculty members every semester and took appropriate actions.
- Conducted **Faculty Development Programs**, ICT-enabled more classrooms, and introduced newer trends in education through Refresher Programmes.
- Conducted **two national seminars** on "Teaching Learning and Evaluation" and "NEP 2020".
- Obtained **ISO certification and UGC 2(f)** recognition.
- Participated in the **NIRF** ranking process.
- Implemented **Moodle Learning Management System (LMS)** for blended learning.
- Conducted **Gender Audit, Green audit, and Energy audit**.
- Conducted periodic **academic audits** to improve the academic standards of the college.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5.2 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented
2. Academic and Administrative Audit (AAA) and follow-up action taken
3. Collaborative quality initiatives with other institution(s)
4. Participation in NIRF and other recognized rankings
5. Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.

Response: A. Any 4 or more of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years. Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Gender equality is not only a fundamental human right, but a necessary foundation for a peaceful, prosperous and sustainable world. The college has taken various measures to promote empowerment and upliftment of women.

Curricular Activities:

- **The Admission Process** of the institution is gender neutral.
- **The curriculum** followed for the various programmes at MAC has a total of **122** courses dealing with Gender issues.

Co-Curricular Activities:

- **The Women's Cell** is established to create a safe, active and all round development of its women members. It provides a platform for sharing their experiences and perspectives. The Cell regularly conducts gender-sensitive programmes, workshops, seminars etc.
- **The Anti-Ragging and Anti-Harassment Committee** provides a safe academic and working environment for its female students and women employees. The cell has policies against sexual harassment and combating sexual harassment.
- **Grievance Redress Cell** to address issues related to gender.
- **NSS:** Membership in NSS is encouraged.
- **Students' Council;** the post of **Vice Chairperson** is reserved for girls, besides **two lady representatives** are also elected. Nevertheless, girls are **free** to contest for any post.
- There are no barriers for girl students being elected to the key posts of various **Clubs and Associations** at the college.
- The participation of girl students at **cultural events** both at college and inter-college level is higher than that of boys.
- Participation of women in **Sports and Games** is ensured.
- **Gender Audit**

Facilities for Women on the Campus

- **Girls' Hostel** with 60 rooms with an intake capacity of 180, and their safety is ensured by full time security.
- **Toilets and washrooms** fitted with amenities for women.
- Gender neutral **canteen**.
- **Counselling Centre** caters to the psycho-physical wellness of female students.
- Of the 81 **teaching faculty**, **46** are women.
- Of the 20 Administrative staff **6** are women.
- **Skill Development** Programmes.

Safety and Security

- **Wardens** are appointed to monitor the activities in the hostel.
- **CCTV** surveillance at all strategic points.
- **Attendance** is recorded every hour and students are permitted to leave campus during college hours only with permission from HoD/Class teacher and Principal.
- **Female faculty** coordinators are appointed as escorts for field trips, tours and extension activities.

Observance of **Festivals** and other important days

MAC has always been at the vanguard for organizing and celebrating important festivals and days with a view to promoting **inclusivity, tolerance, high standards of morals and ethics and mutual respect**. Our focus is to create scientific temper, cultural, gender, environmental, social and health awareness among students.

Inculcating Scientific Temper

- National Science Day
- World Consumer Rights Day
- Ozone Day
- Earth Day

Cultural

- Ethnic Day
- Kerala Piravi

National Integrity

- Azadi ka Amrith Mahotsav
- Human Rights Day

Gender

- International Women's Day
- Campaign against dowry on world Dowry day
- International day of Women and Girls in Science

Social and Health Awareness

- International Day against Drug Abuse and Illicit Trafficking
- Aids day
- World Blood Donor Day
- Yoga Day

Environment

- World Environment Day,
- World Nature Conservation Day,
- World water Day Celebration,
- World Wildlife Week Celebration

Festivals

- Onam

- Christmas

Other Celebrations

- College Day
- Arts' day
- Association Days

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2 The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document

7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. Green audit / Environment audit
2. Energy audit
3. Clean and green campus initiatives

4. Beyond the campus environmental promotion activities**Response:** A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Certificates of the awards received from recognized agency (if any).	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)**Response:**

Mar Augusthinose College is a place where diversity is celebrated and inclusiveness is a way of life. The college takes pride in its ability to fuse all elements of the nation's multiple cultural, regional, linguistic, communal and socio-economic assortments. The college envisions and safeguards democratic thinking and reasoning and spares no effort in moulding a community of responsible citizens who nurture democratic values, rights, duties, and responsibilities.

The Institutional efforts/initiatives in providing an inclusive environment are mirrored especially in Administrative and Academic endeavours.

- On the **Academic front**, the college follows an **inclusive admission procedure** as per the norms of the affiliating University, providing spaces for **Merit, SC/ST, Divyangjan students, EWS, OBC, OEC and students from Lakshadweep and other states and Management Quota. No student is denied admission just because he/she cannot pay fees.**
- To Sensitize students about **environment and sustainability**, the college has **Nature Club, MOOC Organic Farming, Energy, Green and environment audits, Value Added/Certificate courses dealing with environment and sustainability, PG Diploma programmes on Eco Tourism and Disaster Management, Workshop on LED bulb making, Bio-diversity club, green and clean campus initiatives, Treasure from Trash Programme and a mandatory course on Environment** in V sem UG programme

To enhance students' awareness about cultural, social, linguistic and economic issues, the college undertakes inventiveness such as:

Cultural

- **Celebration of ONAM, Christmas, Kerala Piravi day, Ethnic Day, College Day, Arts Day and Association days** embody cultural spirit of Kerala as well as the nation'
- **Mathrubasha Dinam** is observed with an Akshara Kairali competition.
- Women Cell conducts competitions like **Malayali Manka and Purusha Kesari** to illicit cultural and traditional ethos.
- Kerala's own **traditional art forms** are displayed in the college auditorium so as to make the students familiar with them.
- **Music club and Dance Club** are in place to bring out the cultural traditional aspects of the land
- **Noon Day Recess** programme brings out the cultural talents of students

Linguistic Inclusion

The college also prioritizes linguistic inclusion by including two languages in their syllabus as second languages, besides English, and by promoting activities such as the Readers' Club, Oratory Club, Writers Forum, and news reading in 3 languages, English, Hindi, and Malayalam, to augment linguistic abilities.

Socio-Economic/ Community Inclusion

- **Scholarship and fee waivers** are available to students having an economic crisis.
- **NSS** of the college moulds students to socially and economically oriented with a community consciousness
- **Blood Donor's Forum** evokes humanitarian values.
- **Women's Cell** conducts awareness programmes like seminars on Domestic Violence, Gender Equity, Women's Rights, Women Entrepreneurship etc
- **Electoral Literacy Club**
- **Moral and Value Education** Classes
- **Extension/Community outreach** Programmes create social and communal responsibility
- Dept of MSW conducts very many Extension programmes

- **Under UBA**, 5 villages are adopted and conducted household survey
- College is a partner in **Swachh Bharat campaign**
- **Flood Relief** activities
- **Covid Interventions** – Under MGNCRE, college conducted “Athijeevan” Thanal, Ottakkalla koodeyundu” programmes

Constitutional/ Fundamental Rights inclusiveness

- Every day in the college starts with a **Secular Prayer**
- **Fundamental rights and preamble** to the constitution are **displayed** at several points in the college
- **Legal Literacy** classes
- Classes on **Cyber Crimes, Ethical Hacking, Rights of women**

Democratic Values are inculcated through

- Representation of **staff and students** in statutory and non-statutory bodies
- Students’ council election in parliamentary mode

File Description	Document
Upload Additional information	View Document

7.2 Best Practices

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

Response:

BEST PRACTICE I

TITLE : My Story

Objectives

- To teach the noble value: “to strive, to seek, to find and never to yield”.
- To dream big and set SMART goals by exposing them to international standards.
- To instill values of hardwork and improve employability.
- Enabling students to make positive decisions following these achievers’ experience.

The Context

My Story series is a collection of successful college alumni from various walks of life who share how they rose to great heights despite all odds during their school and college years. Outlying the strategies of such persons would boost the confidence level of the students, especially those who come from first generation families, poverty-stricken, to make both ends meet.

The Practice

- A survey on students' level of ambition revealed shocking results like they have no goals or ambitions so far.
- Conduct of a series of success stories of eminent alumni from different walks of life, as different editions of ‘My Story’
- Conduct of another survey at the end of the ‘My Story’ series, to detect whether there was any change in the ambition level of students.
- Each department was asked to prepare a list of successful alumni and invite them for different editions of the series, as speakers.
- Each department was asked to appoint a coordinator to keep students and teachers updated with the current opportunities in the job market as well as with the openings in their disciplines.

Evidence of Success

- Students’ ambition levels have changed dramatically after the conduct of sessions in My Story Series.
- The number of students registering for public examinations and eligibility tests has increased.
- Those who opt for higher studies have really improved.
- Those who participate in campus placements have picked up.
- Active involvement and participation in the internal examinations, curricular and co-curricular enterprises have significantly improved.
- The students have been stirred to think positively: " If he could, why can't I"

Problems Encountered and Resources Required

- Most of the sessions were conducted online through different tools.
- The number of participants was limited.
- Some students faced the hassle of internet connectivity.
- The alumni, mostly working, had problems with their time and occasionally had such troubles.

Ambition Survey Report

Two phases of ambition surveys were conducted among the students in the academic year 2021-22. The first one was conducted before the kick off of My Story series and recorded the ambition of students. The second phase was conducted in March after the completion of the first edition of the series. In the first

phase, various departments conducted the survey among their students. The various surveys at the college level were consolidated by IQAC. About 1400 students reported their ambitions. About 400 students had some kind of ambition but it had not taken any definite shape due to lack of guidance, inspiration and motivation and 73% i.e. had no ambition so far. The survey instigated IQAC to conduct a series of inspirational classes for the students. After a series of My Story, the number of students who have definite ambitions increased to 73.60%, and the number of those who had no ambitions decreased to 79 (6.40%). The statistics prove the success of the best practice.

BEST PRACTICE II

Title: EACH TO EVERY

Objectives

- To help the needy persons lacking adequate facilities for life.
- To instill awareness and social responsibility among students.
- To foster sympathy and empathy towards fellow-beings.
- To facilitate experiential learning.

The Context

Each To Every comprises community-service activities carried out by the college including **Home for the Homeless project, awareness and training sessions, rural camps, help desks, donation programmes, adoption of villages** etc.

The Practice

Economic Contributions

Home for the Homeless Project

- **6 Houses were constructed or bought under Home for the Homeless Project:** The Committee invited applications from homeless families irrespective of caste/creed. The selected families were of Mrs. Alleyamma Sebastian; Mr. Joy Mathew; Miss.Sreelakshmi Suresh; Mr. Nibu Joseph; Mr. Babu Augusty and Mrs. Priya Baby.
- A survey to understand the real situation of the populace as the starting point to trigger off our community service.
- Rs.1,29,750 was contributed by students for a house building project.
- Rs. 1,00,000 was contributed to P.U.Thomas, **Navajeevan Trust**.
- Rs.84,000 was provided to Diya Martha for Kidney related treatment.
- Rs.1,00,000 was contributed to Koottickal in collaboration with **Pala Welfare Association**.
- Rs.25,000 each to 2 students namely Kwahala Raj and Megha Prasad was given at the demise of their fathers.
- Rs. 25,000 was contributed to Manesh Madhu as a help during the flood.

Social Contributions

- **Household surveys and PRA under UBA** were conducted. The villages adopted were

Chakkampuzha, Kondad, Vellilapally, Marangad & Ezhacherry under this scheme of Govt. of India for facilitating rural development through academic institutes.

- Initiation of psycho-social care to patients during Pandemic under the programme **Ottakkala Koodeyundu Kottayam**.
- Relief undertakings and distribution of essentials during natural disasters as part of **Pralayathil Oru Kaithangu** scheme.
- The College and the Boys' hostel were **Quarantine Centres** during the pandemic.
- Conduct of awareness sessions by experts as part of Day Commemorations.
- **Rural camps** were conducted to foster experiential learning through activities like medical camps, PRA, cultural activities, awareness sessions etc. The camps were for the inhabitants of certain panchayats in Kozhimala, Vattavada, Vagamon etc.
- Free Book Distribution for school students as part of the **Read Young** scheme.
- Significant exhibitions and workshops for school students highlighting knowledge about scientific and social advancements under **ATAL Lab**.
- Various symposiums to educate on various topics like GST.
- Donating blood is a regular best practice of MAC.

Women Empowerment

- Conducted sessions on Accounting and Fundamentals of computer to the members of Kudumbasree under **Naipunya Skill Development** scheme.

Evidence of Success

- Beneficial physical, psychological and economic impact upon those who were targeted.
- Satisfaction level of the beneficiaries improved.

Problems Encountered and Resources Required

- Insufficient monetary resources troubled the execution of certain activities.
- Online programmes were marked by lack of optimum number of participants.

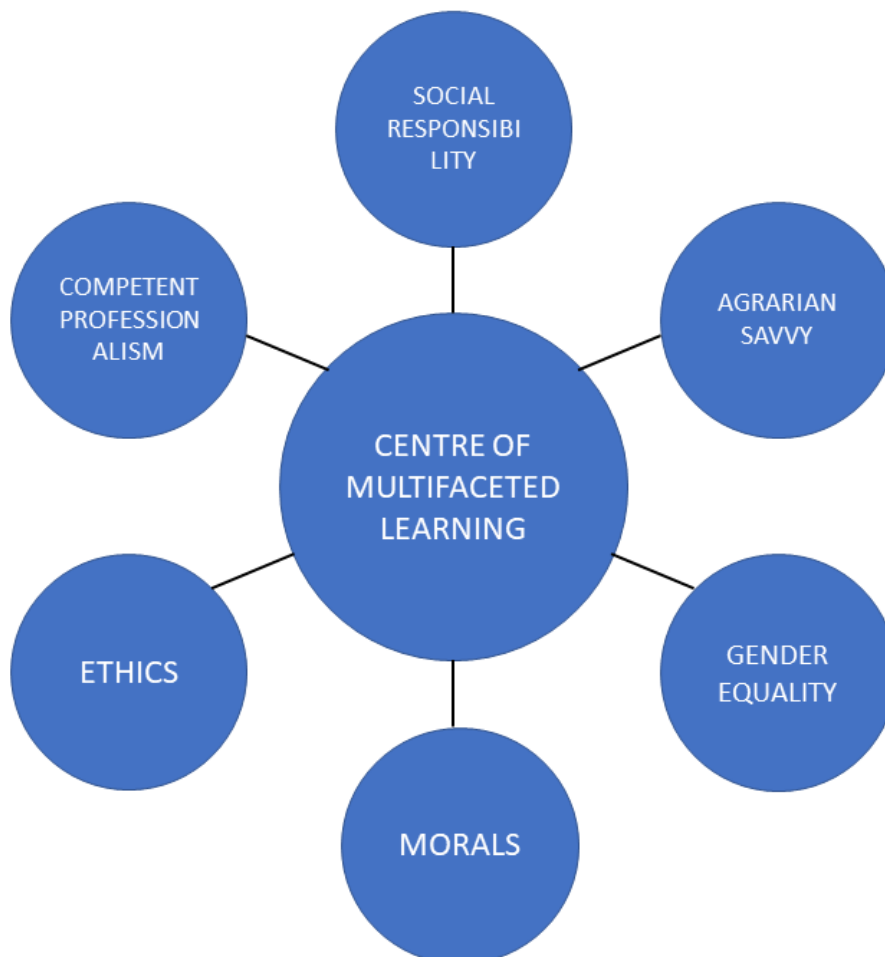
File Description	Document
Best practices as hosted on the Institutional website	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

MAR AUGUSTHINOSE COLLEGE: A CENTRE OF MULTIFACETED LEARNING: WITH MOORINGS IN SOCIAL RESPONSIBILITY, ETHICS, MORALS, GENDER EQUALITY, AGRARIAN SAVVY AND COMPETENT PROFESSIONALISM



MAC, with a short yet brilliant history of 27 years, has pioneered quality initiatives promoting global citizens with world-class knowledge, national consciousness, global competencies, social responsibilities and humane values. The thrust area of building a transformative multifaceted learning ecosystem at MAC is primarily embedded in its vision of creating a “**a centre of knowledge dissemination, fostering scientific temper coupled with professionalism by innovative and flexible learning through a plethora of curricular and extracurricular activities that promote knowledge blended with right skills, attitude and values for lifelong success and wholesome living**”.

Centre of Multifaceted Learning

- MAC features among the top 10 self-financing colleges under MG University, with a consistent record of high university results, average 90%, 100 university I, II, III ranks in 27 years and hundreds of students placed through recruitment.
- MAC is the first self-financing college to receive **UGC 2(f)** recognition with **ISO 9001-2015** certification.

- The college offers **7 UG and 7 PG, most of them new gen programmes**. It also offers **16 Value Added, 5 Add-on/Certificate** and **4 PG Diploma programmes**.
- The college has signed **18 MoUs** with various organizations.
- Quality education nurturing academic excellence coupled with life skills for the personal and professional success of students are evidenced by **our well-placed alumni**
- The college bagged MG University **Moses Award, Deepika Excellence Award** twice, **Desh Bandhu Award** etc.
- **Academic Clubs and Associations** inculcate enthusiasm to develop innovative ideas, team building and leadership skills.
- **Leveraging robust industry- academia linkages and MOUs**, the institution explores frontiers beyond the curriculum to capture the emerging trends.
- **National and international seminars, workshops and guest lectures on soft skills, emerging areas like artificial intelligence, ethical hacking, logistics, anti narcotic awareness, legal consciousness, women empowerment etc.** by experts to enrich the learning experiences of students.
- **Novian Hub, IIC, NISP, IEDC, Red Hat Academy and NSDC** wings of the college promote innovative ambience and ethos in the campus like innovative, ideational and creative devices, gadgets and start ups.
- The college organized umpteen **seminars, webinars, workshops** etc. during the last 5 years to build up the academic competency of students in recent trends.
- The **high academic performance** of the college is evident in our **alumni** occupying coveted positions. They motivate our students through a number of programmes, especially the **My Story Series**. They have always been at the forefront in providing financial and moral support to all ventures of the college that focus students and society.

Social Commitment:

- **The Paremamkkal Governor Research and Community Development Centre** plays a crucial role in inculcating social responsibility, humanitarian values, sympathy and empathy with the marginalized. Several community out-reach programmes conducted by **NSS, Blood Donors' Forum, Women Cell, Home for the Homeless project, ED Club, IPR Cell, MGNRE, UBA and KILA** serve as instruments in triggering an attitudinal change among students. Under the aegis of **KILA**, MSW dept. organized a number of community development programmes.
- **Under UBA of MHRD**, the college adopted **5 villages**, conducted a socio-economic survey of the populace. It imparted **Skill Development Training** to the members of Kudumbasree under **Naipunya Skill Development scheme**.

- **MGNCRE** organized programmes like **Ottakkala Koodeyundu** and **Athijeevanm** during COVID.
- **Blood Donors Club** donated over 350 units of blood from 2017-22.
- Under **Home for the Homeless project**, the college, along with PTA and Alumni constructed 6 houses.

Morals and Ethics

- **Value-based education** being its priority, MAC has gained reputation among parents and academia as the most trusted name for holistic development of students. Regular classes impart moral and ethical values. The **Counseling** centre functioning under a certified experienced Councillor rectifies the behavioural issues in students. **IPR cell** arranges classes on Intellectual Property Rights. A **code of conduct** both for the staff and students are maintained.
- **Gender Equity** is not only a fundamental right, but the foundation for a peaceful, prosperous and sustainable world. The college employs various measures to promote empowerment and upliftment of women.
- **Women's Cell** is established to create an active and all-round development of its women members. It provides a platform for sharing their experiences and perspectives. It regularly conducts gender-sensitive programmes.
- **Anti-Ragging and Anti-Harassment Committee** provides a safe academic and working environment for its female students and women employees. The cell has policies against sexual harassment and combating sexual harassment.
- **Grievance Redress Cell** to address issues related to gender.
- Membership in **NSS** is encouraged.
- **Students' Council**; the post, **Vice chair person** is reserved for girls; **two lady representatives** are also elected. Nevertheless, girls are **free** to contest any post.
- Girls are free to be elected to the key posts of **Clubs and Associations**.. Participation of girl students at **cultural events, sports and games**; both at college and inter-college level is higher than boys. **Gender Audit** is a regular feature of the college.

Professional competence

- Maintaining professional competence **allows individuals to continue learning throughout their career, to develop their technical skills, and to keep pace with changing innovations.** .
- **The Career Development Cell** conducts well-structured training programmes to make the students capable of competing with their counterparts anywhere.

- The Induction programme, **SPARK**, provides students with a savvy understanding of the ways of the world and job market.
- **Placement Cell** equips students to appear for interviews and recruitments through sessions on **Personality grooming, GD and Interview skills**.
- **Various Fests and Exhibitions** bestow platforms for students to exhibit their talents and prune their skills. Students at the helm of the clubs and associations pick up organizational and leadership skills through knitting students together.
- The mandatory **MOOC on Organic Farming** generates among the students the nostalgic feeling of an age that totally depended on agriculture and urges them to return to nature.
- **The botanical garden, green house, biodiversity club, Lap to Land** etc. in the college make the students attached to nature.

The distinguishing factor of Mar Augusthinose College is the holistic development of students with adequate training and skill enhancement strategies. Our enterprise is not merely producing Graduates and Post graduates but making them professionals to compete with their counterparts.

File Description	Document
Appropriate web in the Institutional website	View Document
Any other relevant information	View Document

5. CONCLUSION

Additional Information :

- Agrarian Milieu and middle class average students
- The Best NSS UNIT 2 times
- Best Manager Award
- Excellence Award 2
- Deshbandhu Award for humanitarian works
- 100 Ranks
- High result percentage
- UGC Recognition
- ISO certification
- Institution Funded MRP
- High Demand Ratio
- Bike Rally to commemorate Azad ka Amruth Mahotsav
- Participation in NIRF ranking
- High innovation ethos- 24 innovations
- Umpteen outreach and community service
- Blessed by the visit of Abdul Kalam and the erection of a miniature rocket to commemorate his visit
- New Gen Programmes
- Adoption of 5 Villages under UBA
- Selected by BOSCH for its CSR programme
- Participation in MY Government Quiz programmes.

Concluding Remarks :

Instituted with solid objective and lucid foresight, Mar Augusthinose College, Ramapuram has competently accomplished the raison d'être of its continuation through **twenty seven glorious years of functioning**. Mar Augusthinose college envisioned as a **grand repository of knowledge for the pursuers**, of new horizons of quality and beneficial information, at all levels like students, teachers and different stakeholders, including the marginalized section of the locality continues to cater to the ever-shifting and challenging needs of the society, **upholding always humanistic and egalitarian values** and forever striving to **contribute dynamically to nation-building**. **Ecological consciousness, gender sensitivity, social equity and civil ethics gain prime focus** in the formation and execution of all the agenda and activities of the institution. The umpteen accomplishments and achievements of the college do not prompt to idle the time away but to trigger off fresh initiatives to meet the challenges posed by the fast changing world academically and pragmatically. Working within the fetters of an affiliating system and more especially with the stigma of a Self Financing College, Mar Augusthinose College, with prescient wisdom charts out its plans and programmes for the future and continuously ups its infrastructure and academic enrichment to respond to the changing demands on modern pedagogic techniques. With augural insight and far sighted vision, **the institution takes up quality initiatives for emulating and excelling the greatest models in higher education** with an all-encompassing approach. **The unique and creative ways we teach and the way our students learn are evinced by our high University results, ranks and recruitments**. During the last five years alone, the college has **bagged 93 top 1 to 10 positions in Mahatma Gandhi University**. Mar Augusthinose College today is one of the most sought after self financing colleges in Kerala as it stands above the rest in its approach to education and its pedagogies. Mar Augusthinose College, Ramapuram, is a **luminous example of an educational institution** that has successfully accomplished its objective of providing quality education to all.

The journey over the past 27 years has not been smooth but plagued with many hurdles and shackles. Shouldering all snags and embracing all opportunities, **Mar Augusthinose College continues its ardent forays into the less travelled terrains of wisdom and learning**. Never content with what are today, **we continue our ceaseless march toward excellence by shaking of the fetters of the obsolescent affiliating system to an autonomous institution where novel pedagogical systems can be nurtured and fructified**.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																																		
1.2.1	Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years) Answer before DVV Verification : 64 Answer After DVV Verification :65																																		
1.2.2	<i>Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</i> 1.2.2.1. Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years Answer before DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>1394</td><td>700</td><td>881</td><td>698</td><td>519</td></tr></table> Answer After DVV Verification : <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>1403</td><td>684</td><td>881</td><td>697</td><td>519</td></tr></table>					2021-22	2020-21	2019-20	2018-19	2017-18	1394	700	881	698	519	2021-22	2020-21	2019-20	2018-19	2017-18	1403	684	881	697	519										
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2021-22	2020-21	2019-20	2018-19	2017-18																															
1403	684	881	697	519																															
2.1.2	<i>Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years</i> 2.1.2.1. Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats) Answer before DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>60</td><td>78</td><td>47</td><td>59</td><td>50</td></tr></table> Answer After DVV Verification : <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>44</td><td>62</td><td>43</td><td>49</td><td>50</td></tr></table> 2.1.2.2. Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years Answer before DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr></table>					2021-22	2020-21	2019-20	2018-19	2017-18	60	78	47	59	50	2021-22	2020-21	2019-20	2018-19	2017-18	44	62	43	49	50	2021-22	2020-21	2019-20	2018-19	2017-18					
2021-22	2020-21	2019-20	2018-19	2017-18																															
60	78	47	59	50																															
2021-22	2020-21	2019-20	2018-19	2017-18																															
44	62	43	49	50																															
2021-22	2020-21	2019-20	2018-19	2017-18																															

196	193	149	144	144
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Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
150	149	148	142	144

2.4.1 **Percentage of full-time teachers against sanctioned posts during the last five years**

2.4.1.1. **Number of sanctioned posts year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
83	85	85	86	87

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
82	84	84	85	86

2.4.2 **Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)**

2.4.2.1. **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
26	24	24	23	21

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
26	20	20	19	17

3.3.1 **Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**

3.3.1.1. **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
14	19	4	0	5

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
14	19	4	0	5

3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

3.3.2.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
11	29	26	7	78

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
09	28	22	7	78

3.4.3 Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

3.4.3.1. Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
15	8	10	10	8

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
15	8	10	10	8

3.5.1 Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Answer before DVV Verification :

Answer After DVV Verification :97

Remark : Input edited from supporting documents.

4.4.1 Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
34.44	39.81	59.03	74.79	74.19

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
34.44	39.81	59.03	74.79	74.19

5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

5.1.3.1. Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
318	129	258	127	61

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
1362	441	572	399	323

5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years

5.2.2.1. Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
25	61	38	31	18

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
84	33	37	12	0

Remark : Input edited as per the the qualifying certificates in assessment period.

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 last five years

5.3.1.1. 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 wise during the last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
3	6	3	1	2

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
6	2	5	0	3

Remark : District level awards will not be considered. Hence input edited accordingly.

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

5.3.2.1. Number of sports and cultural programs in which students of the Institution participated year wise during last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
26	26	23	0	0

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
026	026	023	0	0

Remark : Input edited from supporting documents.

2.Extended Profile Deviations

ID	Extended Questions				
1.1	Number of students year wise during the last five years				
Answer before DVV Verification:					
2021-22	2020-21	2019-20	2018-19	2017-18	
1451	1568	1563	1638	1609	
Answer After DVV Verification:					

2021-22	2020-21	2019-20	2018-19	2017-18
1451	1568	1563	1638	1609

2.1 **Number of teaching staff / full time teachers during the last five years (Without repeat count):**
 Answer before DVV Verification : 94
 Answer after DVV Verification : 94

2.2 **Number of teaching staff / full time teachers year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
83	85	85	86	87

Answer After DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
82	84	84	85	86