

**MAR IVANIOS COLLEGE, TRIVANDRUM (AUTONOMOUS)**  
**The Annual Quality Assurance Report (AQAR) of the IQAC 2015-16**

Part – A

**AQAR for the year**

**2015-16**

**1. Details of the Institution**

1.1 Name of the Institution

MAR IVANIOS COLLEGE

1.2 Address Line 1

MAR IVANIOS VIDYA NAGAR

Address Line 2

NALANCHIRA P.O

City/Town

TRIVANDRUM

State

KERALA

Pin Code

695 015

Institution e-mail address

info@mic.ac.in

Contact Nos.

0471-2531053

Name of the Head of the Institution:

REV. DR. GIGI THOMAS

Tel. No. with STD Code:

0471 2530023

Mobile:

+91 9496376066

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	Accredited	-	1999	1999-2004
2	2 <sup>nd</sup> Cycle	A	85.2	2005	2005-2010
3	3 <sup>rd</sup> Cycle	A	3.11	2011	2011-2016
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2011-2012 submitted on 02/08/2014
- ii. AQAR 2012-2013 submitted on 02/08/2014
- iii. AQAR 2013-2014 submitted on 02/05/2015
- iv. AQAR 2014-2015 submitted on 08/04/2016
- v. AQAR 2015-2016 submitted on 16/08/2016

### 1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College  Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

### 1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

B.Voc in Tourism, B.Voc in Software Development, Masters in Travel and Tourism

### 1.11 Name of the Affiliating University (for Colleges)

UNIVERSITY OF KERALA

### 1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/~~Central Govt.~~ / University

University with Potential for Excellence	--	UGC-CPE	✓
DST Star Scheme		UGC-CE	--
UGC-Special Assistance Programme	--	DST-FIST	✓
UGC-Innovative PG programmes	--	Any other (Specify)	DBT STAR; DDU KAUSHAL
UGC-COP Programmes	--		

## 2. IQAC Composition and Activities

2.1 No. of Teachers	17	
2.2 No. of Administrative/Technical staff	1	
2.3 No. of students	2	
2.4 No. of Management representatives	2	
2.5 No. of Alumni	10	
2.6 No. of any other stakeholder and community representatives	NIL	
2.7 No. of Employers/ Industrialists	NIL	
2.8 No. of other External Experts	3	
2.9 Total No. of members	20	
2.10 No. of IQAC meetings held	4	
2.11 No. of meetings with various stakeholders: Faculty:	2	Students: 2
Non-Teaching Staff:	NIL	Alumni: NIL
Others:	NIL	

2.12 Has IQAC received any funding from UGC during the year?

If yes, mention the amount Rs.3,00,000/- (2102-17)

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. 3 International -- National 1 State -- Institution Level 2

(ii) Themes NATIONAL: Best Classroom Practices in Teaching-Learning & Evaluation;  
Institutional: Preparing for Reaccreditation

2.14 Significant Activities and contributions made by IQAC

Formulated guidelines for various administrative practices; designed feedback forms and conducted various feedback; (Please see [website](#) for details), conducted NAAC Sponsored National Workshop on “Best Classroom Practices in Teaching-Learning and Evaluation”

2.15 Plan of Action by IQAC/Outcome:

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
<ul style="list-style-type: none"> <li>Prepare additional guidelines for benchmarking</li> <li>Prepare and get approval for feedback forms, and conduct feedback from various stakeholders</li> <li>Conduct a NAAC sponsored National Workshop</li> <li>Conduct evaluation of teachers by students</li> <li>Conduct an internal academic audit</li> <li>Make admission completely online through the CMS</li> <li>Create official email group IDs for all departments (@mic.ac.in)</li> <li>Implement online entry of attendance and internal marks.</li> </ul>	<p>Was able to fulfil the plan for the year.</p>

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body

Management   Syndicate  Any other body

Part – B

Criterion – I

**1. Curricular Aspects**

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	6	NIL	NIL	NA
PG	8	NIL	NIL	NIL
UG	10	NIL	2	2
PG Diploma	NIL	NIL	NIL	NIL
Advanced Diploma	NIL	NIL	NIL	NIL
Diploma	NIL	NIL	NIL	NIL
Certificate	1	NIL	NIL	NIL
Others	NIL	NIL	NIL	NIL
<b>Total</b>	25	NIL	2	2

Interdisciplinary	NIL	NIL	NIL	NIL
Innovative	NIL	NIL	NIL	2

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	22 (UG & PG)
Trimester	NIL
Annual	6 (PhD)

1.3 Feedback from stakeholders\* Alumni  Parents  Employer  Students   
(On all aspects)

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Revision done in 2014-16; revision due in 2017-18

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NO

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
86	44	39	0	3

2.2 No. of permanent faculty with Ph.D.

52

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
7	4	0	0	0	0	8	1	15	5

2.4 No. of Guest and Visiting faculty and Temporary faculty

18

In FD P Vacancy

2

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	12	32	4
Presented	7	39	
Resource Persons	4	45	4

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Micro scale experiments in UG level practical (Chemistry)
- Virtual lab in Zoology, Physics.
- Teaching through interactive boards at UG& PG level
- Media training Dept of Journalism
- Peer review on presentations by students in various departments.
- Conduct of media quiz
- Online Tests (English)
- Shadow teaching sessions undertaken at the UG and PG levels (English)
- Each class has a common e-mail into which all the notes will be uploaded by both students and teachers. This will help in effective distribution and access of notes to all students within a short period.

- Provision for interested students to do degree level projects in off-campus laboratories.
- Lectures by research scholars in their area of research field.(related to the syllabus- Dept of Commerce)
- ASAP model teaching; shadow teaching (Dept. of English),
- Use of computer models to make learning easier (Chemistry)
- Bridge Course: ( B A JMC&VP )
- Newspaper Review: ( B A JMC&VP )
- Third Eye: A forum for Journalism students to debate and Quiz. Panel discussion: Specific news events such as budget, elections etc. were critically analysed through panel discussions.
- ‘Netra’: *Netra* is a news journal produced every year by the second BA students of the department on a monthly basis.
- Short Film Making
- Television news bulletin as part of practical work for the papers ‘Broadcast News Writing’, ‘Video Editing’ and Introduction to TV Production’(JMC & VP)
- PSA: Public Service Advertisements were made by the last year students
- Industry visit: Third Semester Students visited All India Radio Trivandrum
- Magazine in a manuscript format: As a tribute to the legendary Malayalam poet O N V Kurup,
- A special assignment was given to Fourth Sem students which included an interview with a well known PR professional and a presentation on PR practices
- Hands-on training in Advertising was given to students through an assignment which included the production of a 60 second TV commercial. Seven commercials were produced by the students.
- Documentary Film Making: To impart technical and aesthetic capabilities to produce documentaries students were assigned to make a documentary on the broader subject ‘marginalisation’. Six documentaries were made by the final year students and these were evaluated by an expert panel.
- Usage of Social media: Dedicated WhatsApp groups were formed for all three UG classes to share articles, AV material, news reports etc. These groups were also used to share academic information and resources.
- Classes by experts from National and international organisations were conducted for UG & PG students (Gravitational waves, Smart Energy materials etc..)
- Online courses added as assignments (MOOC)-Tourism
- MOODLE introduced-Tourism
- Industrial interactions are facilitated.-Zoology

2.7 Total No. of actual teaching days during 2015-16: 

182
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) 

Double valuation, and Revaluation
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2.9 No. of faculty members involved in curriculum Restructuring/ revision/ syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 

Uty BoS: 5
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College BoS: 52
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2.10 Average percentage of attendance of students:

UG: 87 PG: 94
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2.11 Course/ Programme wise distribution of pass percentage for 2015-16:

DEPARTMENT	UG	PG
MATHS	61.54	94.44
PHYSICS	58.82	66.67*
CHEMISTRY	60.38	81.25
BOTANY	60.98	NA
ZOOLOGY	61.90	100
BIOTECHNOLOGY	45.45	NA
ENGLISH	73.08	95.83
ECONOMICS	35.66	NA
JOURNALISM	65.85	NA
COMMERCE	87.14	95.45
TOURISM	NA	58.33*
MALAYALAM	NA	100

\* Excluding withheld results

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

Through student feedback; by organizing sessions on Teaching-Learning

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	5
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL
Orientation programmes	6
Faculty exchange programme	NIL
Staff training conducted by the university	NIL
Staff training conducted by other institutions	10
Summer / Winter schools, Workshops, etc.	15
Others	NIL

## 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	32	0	0	0
Technical Staff	4	0	0	0



### Criterion – III

#### 3. Research, Consultancy and Extension

##### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

A Research Promotion Council was established under the IQAC with IQAC members in charge of this criterion co-ordinating this Council. The Council has its Charter of Programmes and Minutes of Meetings. Its main function is promoting the research climate on campus.

##### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	3	5	1	-
Outlay in Rs. Lakhs	35.3	111		40

##### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	4	8	1	-
Outlay in Rs. Lakhs	6.7	25.15	10	-

##### 3.4 Details on research publications

	International	National	Others
Peer Reviewed Journals	81	24	3
Non-Peer Reviewed Journals		5	
e-Journals	2		
Conference proceedings	7	9	

##### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

##### 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned in lakhs	Received
Major projects	3 yrs/ 2015-16	DST,KSCSTE,CSIR,UGC	19.5	16
Minor Projects	2 yrs/ 2015-16	UGC(11)	22.25	13.75
Interdisciplinary Projects				
Industry sponsored				

Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)		KSCSTE (3)	0.3	0.3
Any other(Specify)				
Total			42.05	30.05

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from: NA

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/fund

3.9 For colleges

Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No of conferences organised by the College

Level	International	National	State	University	College
Number	NIL	6	3		1
Sponsoring agencies		UGC, KSCSTE, DBT	KSCSTE, IPA, GoK		CMA

3.12 No. of faculty served as experts, chairpersons or resource persons: 16

3.13 No. of collaborations: International  National  Any other

3.14 No. of linkages created during this year:

3.15 Total budget for research for current year in lakhs :

From funding agency  ; From Management of University/College

Total

3.16 No. of patents received:

Type of Patent		Number
National	Applied	
	Granted	Two
International	Applied	
	Granted	One
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year 2014-15

Total	International	National	State	University	Dist	College
3	1	1	1	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution in 2015-16

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

SRF

Project Fellows

Any other

3.21 No. of students Participated in NSS events:

University level

State level

National level

International level

3.22 No. of students participated in NCC events:

University level	42	State level	29
National level	18	International level	0

3.23 No. of Awards won in NSS: (Nominee – Student Exchange Programme, Delhi)

University level	-	State level	-
National level	-	International level	-

3.24 No. of Awards won in NCC:

University level	5	State level	9
National level	22	International level	-

3.25 No. of Extension activities organized

University forum	18	College forum	12
NCC	22	NSS	8
		Any other	-

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

1. Visited St. Ignatius charity center for mentally retarded people and donated dress, food and conducted cultural programmes (Oct 2015)
2. Visited 100 families of the Chenkalchoola slums in Trivandrum city and supplied 5kg rice per family ( Dec 2015)
3. A special camp for 7 days conducted in a tribal village Pappala in Trivandrum Rural and constructed a library building (Sept 2015)
4. Visited Poovar Coastal region and organized eye camp in association with Ahalya group.
5. Conducted one day free noon meal supply to 150 bystanders of patients in the City Government Medical College.
6. Organized Pulse Polio immunization camp.
7. A cell has been established for guiding farmers in effective use of bio-manures for pest control.
8. Students of BA English have been taking classes in English Communication Skills for inmates of the Jayamatha Boys' Home (a home for orphans).
9. Trekking, State RD Parade, National NCC Volleyball championship
10. Advanced leadership camp, National Integration Camp
11. International Yoga Day celebrations, Cultural Exchange programme, Cyclethon
12. Visit to old age home, carrying out cleaning, supply of foods and clothes to inmates.
13. State level intergroup competition, Blood donation, Tree plantation, Campus cleaning
14. Sailing expedition from Kollam to Vaikom,

15. Pre IGC Camp, Annual training camp, Prime Minister's Rally & Guard of Honour
16. Participated in the International Yoga-Ministry of Ayush
17. The Science Facilitation Centre functioning in the College provides experimental training to 40 selected high school students in science



## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	25 acres	Nil		25
Class rooms	51	12	Management	63
Laboratories	27	5	UGC, DST	32
Seminar Halls	7	1		8
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	51	15	UGC, PDA, DBT, BVoc	66
Value of the equipment purchased during the year (Rs. in Lakhs)	250	33 lakhs		283 lakhs
New wing for Self-financed courses	3	1	Management	4
Extension to Administrative Block	4	1	Management	5

#### 4.2 Computerization of administration and library

- Updation of office automation systems undertaken;
- PG admissions done in online mode.
- Digital archives set up in the library.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	54087	-	1449	466083	54897	-
Reference Books	12502	-	340	116520	12622	-
e-Books	135000	-	-	5750	13500	INFLIBNET-NLIST
Journals	175	144268	-	144268	175	144268
e-Journals	6000	5750	6000	N-LIST	6000	5750
Digital Database	4	-	-	-	4	85000
CD & Video	779	-	47	-	826	-
Others (specify) Donated books	400	-	587	-	987	-



4.4 Technology up gradation in 2015-16 (overall):

	Total Computers	Computer Labs	Internet Browsing Centres	Computer Centres	Office	Departments	Others
Existing	195	5	2	3	15	180	
Added	95	3	2	NIL			
Total	290	8	4	NIL			

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Training for smart-boards, training in College IMS, 24 additional ports, expansion with CAT 6 cables, expanded the range of Wi-Fi

4.6 Amount spent on maintenance in lakhs:

i) ICT	1.17
ii) Campus Infrastructure and facilities	8.42
iii) Equipments	38.31
iv) Others	5.44
<b>Total:</b>	<b>53.34</b>

**Criterion – V**

**5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Student support services were highlighted in the Orientation sessions
- Students IQAC helped in spreading awareness about the

5.2 Efforts made by the institution for tracking the progression

- Facebook groups of old students created, with teachers.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1783	273	103	NIL

(b) No. of students outside the state

2

(c) No. of International students

4

No	%
739	36

Men

No	%
1317	64

Women

Last Year 2014-15						This Year 2015-16					
General	SC	ST	OB C	Physicall y Challeng ed	Total	Genera l	SC	ST	OB C	Physicall y Challeng ed	Total
1329	325	46	267	2	1969	1890	353	32	490	4	2769

Demand ratio PG: 9.56; UG: 17.79

Dropout % : NIL

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- UGC supported NET coaching provided
- Entry into service coaching conducted
- Coaching for Civil Services exam given.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET  SET/SLET  GATE  CAT

IAS/IPS etc  State PSC  UPSC

(The numbers given is only for verified cases; number is greater in reality)

5.6 Details of student counselling and career guidance

- Counselling Cell under 2 full-time qualified Counsellors provided.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
6	200	8	12

5.8 Details of gender sensitization programmes

One. During Orientation programme.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

No. of students participated in cultural events:

State/ University level  National level  International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	1382	52,45,000/-
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : College level  State level  National level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: NIL

Special parking facility for students with disability	Special provision for parking the vehicles of students with disability within the campus given
More facilities for pure drinking water	Water coolers were installed in different blocks
Retest and attendance of students participating in competitions	Examination and Attendance Committees took appropriate measures
Facilities at the Ladies Waiting Room	Arrangements for first aid made and a water cooler was installed. The Waiting Room remains open till 5pm for the convenience of the female students

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

##### **Vision**

- To be an internationally recognized institution of excellence in higher education, inculcating the values of truth and charity for the protection and promotion of human dignity and of a cultural heritage, through teaching, research, and extension activities dedicated to society.

##### **Mission**

- To produce intellectually trained, morally upright, socially committed, spiritually inspired and ecologically conscious young men and women, irrespective of caste, creed, gender or nationality, who would be dedicated to working for the good of society, the nation and the world;
- To create a vibrant academic community known for its innovation, intellectual rigour and social commitment through internationally validated teaching-learning, research, co-curricular and outreach processes in the faculties of Arts, Science and Commerce; and
- To ensure the academic, social, and spiritual development of students who belong to the Malankara Syrian Catholic Church into responsible citizens of India and the world, thus actualizing the dreams of the Venerable Founding Fathers.

#### 6.2 Does the Institution have a management Information System

Yes. It has both an Information Management System in the form of a Digital Repository and a College Management System.

#### 6.3 Quality improvement strategies adopted by the institution for each of the following:

##### 6.3.1 Curriculum Development

- Granted autonomy in 2014, 20% of the curriculum was revised in 2014-15.
- Currently preparation has started for revising and developing the curriculum for 2017-18

##### 6.3.2 Teaching and Learning

- Implementation of technology based teaching learning strategies, like more use of Smart Boards;
- Implementation of blended learning strategies.

### 6.3.3 Examination and Evaluation

- Processes in the Controller of Examinations office streamlined.
- Centralised valuation camps conducted.

### 6.3.4 Research and Development

- One week training session given to teachers in SPSS
- Teachers asked to submit soft copies of their research publications to the digital repository in the library.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library infrastructure was upgraded with new furniture and facilities for students
- Administrative and management information software were enabled.
- The Computer Centre was refurbished and separate section was set up for teachers.
- Free internet facility for students for academic purposes given in this centre
- One new block with 10 class rooms for Self-financing courses was constructed
- Library internet connectivity was upgraded to 10mbps .

### 6.3.6 Human Resource Management

- Necessary teaching and non-teaching staff were appointed
- Special training sessions were conducted for use of CMS

### 6.3.7 Faculty and Staff recruitment

- Govt and UGC norms followed for recruitment of necessary staff.
- Additional security staff deployed on the campus

### 6.3.8 Industry Interaction / Collaboration

- Representatives from the industry and research centres were invited for lecture.
- Mc Kinsey conducted free soft skills course as part of their ISR activities.
- Many consultancy and tie up programmes were continued during the year

### 6.3.9 Admission of Students

- Admission to PG programmes was fully in online, paperless mode
- Admissions to both levels were completed and classes started minimum one month earlier than in other affiliated colleges in the University

6.4 Welfare schemes for

Teaching	Yes
Non teaching	Yes
Students	Scholarships

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done?

Yes  No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO		YES	IQAC
Administrative	YES	Dy DCE and AG		

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes  No

For PG Programmes Yes  No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- Currently following the University pattern for examinations.
- Examination result declaration time reduced from 85 days in 2014-15 to 65 days in 2015-16
- An Academic Reforms committee has been set up to recommend reforms.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Kerala University and the government are strongly promoting academic autonomy.

#### 6.11 Activities and support from the Alumni Association

Regular meetings of AMICOS, the Association of Mar Ivanios College Old Students held and annual Alumni Endowment Awards and Proficiency Prizes were distributed.

#### 6.12 Activities and support from the Parent – Teacher Association

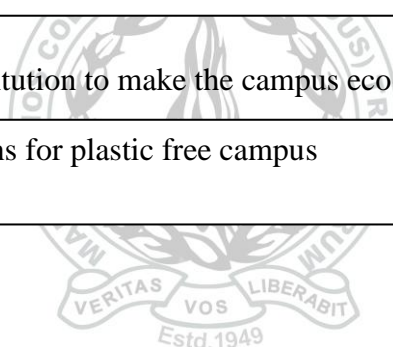
PTA meetings were held regularly. PTA provided significant financial support.

#### 6.13 Development programmes for support staff

Training to use the library provided.

#### 6.14 Initiatives taken by the institution to make the campus eco-friendly

NSS conducted campaigns for plastic free campus





## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Admissions to PG courses made online.
- New computer lab set up for BVoc students.
- College Union elections conducted in parliamentary mode.
- Various Add-on courses designed and ready for implementation.
- Additional security staff deployed in the campus.
- Computer centre renovated with more internet facility for students.
- Basket ball court renovated.
- DDU KAUSHAL Kendra sanctioned.
- Board of Studies in Computer Science constituted.
- Extension of the general library in the Dept. of English renovated.
- ‘Semester in India’ (SIP) programme for 3 U.S. students conducted.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Additional guidelines for quality processes were created (see website)
- Feedback taken on curriculum from final UG batch; on the College from first passing out PG batch in the autonomy stream.
- NAAC sponsored National Workshop was conducted on 10, 11 Sep 2015.
- S2 PG students evaluated their teachers this year.
- The process of academic audit is completed; report writing is in progress.
- Both UG and PG admissions done in fully online, paperless mode.
- Official email group IDs for all departments (@mic.ac.in) were created
- Online entry of attendance and internal marks was created and opened to teachers.

7.3 Give two Best Practices of the institution

1. Regularly published students’ news journals; regularly conducted Open house with parents.
2. Science Facilitation Centre to inculcate interest in science in school students with the help of ‘student faculty’.

7.4 Contribution to environmental awareness / protection

Environmental consciousness classes and activities taken up by the Bhoomithra Sena

7.5 Whether environmental audit was conducted?

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Being a college in the capital city of Kerala, the college has links with many academic and cultural institutions. Visiting resource persons to other institutions often visit the college also and interact with students. Being new to the concept of autonomy, the college is gradually trying to establish its autonomy, but there are initial challenges.

### 8. Plans of institution for next year

- Upgrade the College IMS; implement complete e-management
- Prepare for curriculum revision for academic year 2017-18.
- Start M.Voc courses in Software Development and Tourism & Hospitality Management
- Make admission to both PG and UG fully online
- Have at least one session on Teaching-Learning for faculty
- Each department to organize at least one national/ international seminar.
- Create online portal for feedback from all stakeholders
- Complete the fourth cycle of Re-accreditation with NAAC.

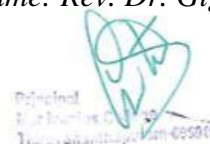
Name: Dr. George Mathew



Signature of the Coordinator, IQAC



Name: Rev. Dr. Gigi Thomas



Signature of the Chairperson, IQAC  
(PRINCIPAL)

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