

**MAR IVANIOS COLLEGE, TRIVANDRUM (AUTONOMOUS)**  
**The Annual Quality Assurance Report (AQAR) of the IQAC 2016-17**

Part – A

AQAR for the year

**2016-17**

**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	2011-2018

1.7 Date of Establishment of IQAC :

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 Management.

1.11 Name of the Affiliating University (for the 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	<input checked="" type="checkbox"/>	UGC-CE	<input type="checkbox" value="--"/>
UGC-Special Assistance Programme	<input type="checkbox" value="--"/>	DST-FIST	<input checked="" type="checkbox"/>
UGC-Innovative PG programmes	<input type="checkbox" value="--"/>	Any other ( <i>Specify</i> )	<input type="checkbox" value="KAUSHAL"/>
UGC-COP Programmes	<input type="checkbox" value="--"/>		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="checkbox" value="17"/>		
2.2 No. of Administrative/Technical staff	<input type="checkbox" value="1"/>		
2.3 No. of students	<input type="checkbox" value="2"/>		
2.4 No. of Management representatives	<input type="checkbox" value="1"/>		
2.5 No. of Alumni	<input type="checkbox" value="10"/>		
2.6 No. of any other stakeholder and community representatives	<input type="checkbox" value="NIL"/>		
2.7 No. of Employers/ Industrialists	<input type="checkbox" value="NIL"/>		
2.8 No. of other External Experts	<input type="checkbox" value="3"/>		
2.9 Total No. of members	<input type="checkbox" value="20"/>		
2.10 No. of IQAC meetings held	<input type="checkbox" value="5"/>		
2.11 No. of meetings with various stakeholders:	Faculty: <input type="checkbox" value="5"/>	Students: <input type="checkbox" value="-"/>	
	Non-Teaching Staff: <input type="checkbox"/>	Alumni: <input type="checkbox"/>	Others: <input type="checkbox"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
If yes, mention the amount	<input type="checkbox" value="-"/>		
2.13 Seminars and Conferences (only quality related)			

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

Training for the use of SPSS (Software) and using interactive smart boards in the class rooms.

2.14 Significant Activities and contributions made by IQAC

Formulated guidelines for various administrative practices; designed feedback forms and conducted feedback on curriculum, teachers the college; created official email IDs for all faculty members using Google Apps, student IQAC, Activities of the 'quality circle' for each criterion in SSR (Please see [website](#) for details).

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 guidelines for benchmarking</li> <li>• Prepare and get approval for feedback forms, and conduct feedback from various stakeholders</li> <li>• Conduct evaluation of teachers by students</li> <li>• Have sessions on quality enhancement for teachers</li> <li>• Implement College IMS</li> <li>• Initiated a review of the curriculum at the end of each semester.</li> <li>• Monitoring the functioning of Course Committees</li> <li>• The Course File system and the facilitate to upload internal marks through a system-controlled upload schedule</li> <li>• Evaluating the Best practices</li> <li>• Preparative measures for 4<sup>th</sup> cycle NAAC accreditation process.</li> <li>• Monitoring Student IQAC function.</li> <li>• Feedback, collection analysis, posting in website</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 Yes  No

Management  Syndicate  Any other body

Provide the details of the action taken

The AQAR for 2016-17 was placed before the Academic Council

## 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	12	NIL	2	NIL
PG Diploma	NIL	2	NIL	NIL
Advanced Diploma	NIL	NIL	NIL	NIL
Diploma	NIL	2	NIL	NIL
Certificate	NIL	6	NIL	NIL
Others	NIL	NIL	NIL	NIL
<b>Total</b>	26	10	2	0
Interdisciplinary	NIL	NIL	NIL	NIL
Innovative	NIL	NIL	NIL	NIL

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	30 (UG & PG)
Trimester	NIL
Annual	NIL

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

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

*\*Please provide an analysis of the feedback in the Annexure*

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

Revision done in 2014-16; minor revision in the syllabi of various programmes done in 2016-17

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
80	44	36	NIL	NIL

2.2 No. of permanent faculty with Ph.D.

46

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
4	6	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

59

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	12	53	14
Presented papers	13	20	
Resource Persons		9	3

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

- The Academic Calendar is shared with the staff and the following documents are shared with the students at the commencement of the semester.
- Student-centric learning on two principles: 'learning through doing' and 'learning how to learn'- Teaching plan by teachers, Assignments, seminars, individual and group projects, study tours, industry visits, internship, experiential learning in laboratories, doing MOOCs, Power Point presentations etc. to students-Free internet access and free printing services , use of smart boards, moodle platform, access to INFLIBNET N List resources , use of mobile app

Hello English to teach spoken English, use of Whatsapp to teach the pronunciation of English words, conduct of invited lectures by experts and people of eminence, academic mentoring, counselling services, encouraging student publications, evaluation of teachers by students etc are major innovative practices

- Analysis of the differential requirements of the student population.-Analysed after admission and before commencement of classes.
- Two orientation programmes, one subject oriented and other of general nature given to all first semester UG & PG students.(Some departments turn these orientation into bridge sessions)
- Formal and informal remedial courses.
- Open House in every semester after the internal tests, where teachers interact with the parents of students
- Scholar support programme
- Walk with Scholar programme.
- Advanced students at the UG & PG level are asked to present papers at national seminars
- Advanced learners were identified and given training in open access e-publishing.

2.7 Total No. of actual teaching days during 2016-17

170

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

Internal assessment, automated tabulation of results and generation of marks cards, Double valuation

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:15

College BoS: 48

2.10 Average percentage of attendance of students

86.67

2.11 Course/ Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division						
		A+ Grade	A Grade	B Grade	C Grade	D Grade	E Grade	Pass %
I Sem BA/BSc/ BCom/ BVoc	744	16	182	167	115	53	3	72.86
I Sem PG	133	14	34	49	26			88.72



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

Through student feedback; by organizing sessions on Teaching-Learning, Providing technical support to MIS, Library automation, drafting formats for teaching plan, feedback, student IQAC and feed back

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	6
UGC – Faculty Improvement Programme	2
HRD programmes	1
Orientation programmes	6
Faculty exchange programme	
Staff training conducted by the university	1
Staff training conducted by other institutions	12
Summer / Winter schools, Workshops, etc.	20
Others	1

## 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	15			
Technical Staff	17	1		4

## Criterion – III

### 3. Research, Consultancy and Extension

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

College has constituted a Research, Promotion and Ethics Committee (RPEC). It functions as an advisory body to provide appropriate control and regulation to achieve qualitative research output. The committee has updated all the details regarding the research activities of the college. It also liaise with researchers, research departments and research institutions to promote awareness in Patenting, Publishing and Technology transfer.

3.2 Details regarding major projects

	Completed	On-going	Sanctioned	Submitted
Number	1	5		
Outlay in Rs. Lakhs	8,03,800	1,26,97,000		

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	10		
Outlay in Rs. Lakhs	10,00,000	15,27,000		

3.4 Details on research publications

	International	National	Others
Peer Reviewed Journals	67	25	2
Non-Peer Reviewed Journals			
e-Journals			
Conference proceedings	5	17	1

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	UGC, DST-SERB	42,74,150	20,00,000
Minor Projects	2	UGC	23,72,000	8,81,000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)	1	KSCSTE	36,00,000	
Any other(Specify)				
Total			66,46,150	28,81,000

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/funds

3.9 For colleges      Autonomy       CPE       DBT Star Scheme   
    INSPIRE       CE       Any Other (specify)  **DST-FIST, KAUSHA**

3.10 Revenue generated through consultancy     

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		2	4		9
Sponsoring agencies		KSCSTE, KSHEC	IAA, HEC, Institute of Parliamentary Affairs		

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

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 this year

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	1
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year 2016-17

Total	International	National	State	University	Dist	College
7	4	1	2			

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 2016-17

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  State level   
National level  International level

3.23 No. of Awards won in NSS:

University level  State level   
National level  International level

3.24 No. of Awards won in NCC:

University level   
National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

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

- Visited Central Jail Poojappura (Dec 2016)
- Conducted an Eye donation camp in association with Chaithanya Eye Hospital : 1000 students of Mar Ivanios College and faculty members have pledged their eyes in writing ( Nov 2016).
- Conducted one day free noon meal supply to 150 bystanders of patients in the City Government Medical college
- A cell has been established for guiding farmers in effective use of bio-manures for pest control
- Conducted one day free noon meal supply to 150 bystanders of patients in the City Government Medical college  Organized Pulse Polio immunization camp.
- Student of BA English have been taking classes in English Communication Skills for inmates of the Jayamatha Boys' Home (a home for orphans).
- One day trekking camp
- 6 cadets participated in the state R.D. parade on 26<sup>th</sup> January 2016

- Partner in the first cyclethon emphasising the concept of staying fit in the city held on 14<sup>th</sup> Feb 2016
- Participation in National NCC Basketball championship
- Navy youth exchange programme
- Basic leadership camp
- Tree plantation
- National Integration camp
- Aero modelling
- Prime Minister's Rally & Guard of Honour
- Participated in the International Yoga-Ministry of Ayush
- House construction for a poor family
- Advanced Leadership Camps
- Cleanliness and Drive
- Special National Integration Camps
- World Environment Day Celebration
- Ozone Day Celebration
- Tribal Settlement Visit
- The Science Facilitation Centre functioning in the College provides motivated school students the opportunity to explore the possibilities of science
- Conducted free education to the orphans of Jayamatha orphanage

#### 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	57	15	Management	72
Laboratories	29	1	UGC, DST	29
Seminar Halls	7	NIL		7
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	11	6	UGC, DST-SERB, UGC-Kaushal	17
Value of the equipment purchased during the year (Rs. in Lakhs)	20	23	UGC, DST-SERB	43
New wing for Self-financed courses	1	2	Management	3
Extension to Administrative Block	Nil	4 rooms	Management	4

##### 4.2 Computerization of administration and library

All house -keeping activities including the OPAC, Circulation and Acquisition have been automated using an Integrated Library Management Software LIBSOFT-The library provides WEBPORTAL based services including access to e-books, e-journals, research databases, e-theses/ dissertations, reports ,etc- Besides the search tools facilities provided by the INFLIBNET-NLIST consortium and DELNET ProQuest consortium of management journals, the library portal also provides links to lakhs of resources (full text) through open access channels such as Open Access Directories of Journals (DOAJ), Digital Repositories (DOAR), Theses and Dissertations (OATD)- Integrated Library Management Software with automated gate register and computer with latest configuration, Laser Printer, Plastic coated Labels for Barcode, Bar code Reader, General Scanner, etc are used for in-house functions of the library. High bandwidth (10mbps) WiFi, Networked Computers for public access are used for accessing OPAC, Circulation Status, access to eresources, etc.WiFi access, Web-OPAC, D-space Institutional Repository, Automated Gate Register,Office Automation,

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	54897	-	1079	426656	55976	-
Reference Books	12622	-	269	107863	12891	-
e-Books	135000	INFLIBNET-NLIST	DELNET	-	135000+DELNET	-
Journals(print)	175	144268	2	90596	177	234864
E-Journals	6000	5750	16163	-	22163	-
Digital Database	4	85000	1	18500	5	103500
CD & Video	826	-	50	-	876	-
Others (specify)Donated books	987	-	30	-	1017	-

#### 4.3 Library services:

- It consists of areas such as lounge area, relaxed reading, reference, e-learning, reprographic services, book shelving, staff area, and utility areas for specific purposes like store, toilet etc. Besides these facilities in the central library it has extension centers in the Departments of Physics, Zoology and English. Major facilities are Print (Books, back volumes and thesis), Non Print (Microfiche, AV), Electronic (e-books, e-Journals)(under N-LIST),DELNET ProQuest package (e-journals), E-books,(N-LIST),Special collection (eg. Text book, Reference books, standards, patents) etc.

#### 4.4 Technology up gradation in 2016-17 (overall):

	Total Computers	Computer Labs	Internet Browsing Centres	Computer Centres	Office	Departments	Others
Existing	195	5	2	3	15	180	48 (B.Voc)
Added	20	1	1	1	2	-	20
Total	215	6	3	4	17	180	68

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

Faculty has been given training to use Smart Boards; two sessions have been given. Faculty has been introduced to the resources available through INFLIBNET, Students and Faculty have free high speed internet access on their personal laptops or on LAN connected desktops in their department. Moodle platform has been set up; NPTEL programmes are used for teaching, Tutorial point is used to augment learning.-Implemented KnowledgePro,

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT

2.25

ii) Campus Infrastructure and facilities

200.00

iii) Equipment

9.65

iv) Others

-

Total :

211.90

### Criterion – V

## 5. Student Support and Progression

### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Post-Admission and In-Class Orientation sessions.
- The College, through the IQAC, gets feedback from passing out UG and PG students regarding the curriculum and about their experience in college
- The IQAC has two student representatives, one from UG and the other from the PG level. They constantly bring to the attention of the IQAC problems students face regarding infrastructure, teaching and learning, extra-curricular activities
- The Students IQAC with representatives from all classes coordinate all feedback, provide information of the activities of the IQAC and provide information to their classes about the various student support programmes available on campus.
- Action taken on feedback

- In-College progression tracked through Assessment Reports.
- The IQAC recommended the creation of a Facebook page to AMICOS, the Association of Mar Ivanios College Old Students, to track post-College progression of students.
- Faculty and students always maintain their strong bond with the College.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1837	269	168	-

(b) No. of students outside the state

2

(c) No. of International students

6

	No	%
Men	1	16.67%

	No	%
Women	5	83.33%

Last Year (Admitted in 2015-16) (UG & PG)						This Year (Admitted in 2016-17)(UG & PG)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
529	130	12	234	12	917	508	99	12	247	9	875

Demand ratio PG; 1 : 10 UG: 1 : 8 (without SF) 1 : 7 (with SF)

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 provided with UGC support
- Civil service coaching
- Remedial teaching
- The Mar Ivanios BEC Study Centre offers training for the Cambridge Business English Certificate Vantage examination

No. of students beneficiaries

329\*

5.5 No. of students qualified in these examinations

NET	11	SET/SLET	6	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	5	UPSC	27	Fulbright	-

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



## 5.6 Details of student counselling and career guidance

- Counseling Cell under a full-time qualified Counselor provided.
- Faculty advisors and teachers are often called upon to give psychosocial counselling. The lady teachers on campus are a source of great support and help to the girl students on campus who are a majority.

No. of students benefitted

850

## 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
15 organisations participated in job fair	250	15	25

## 5.8 Details of gender sensitization programmes

- The Women's Study Unit undertakes awareness activities on gender sensitization and organizes classes, seminars and events for the female students of the college
- Seminars on Women's rights and issues
- Martial arts classes for female students
- Stitching classes

## 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

\* 9 Institutional and 85 Individual medals/ awards

## 5.10 Scholarships and Financial Support

	Number of students	Amount (in Rs)
Financial support from institution	87	60,000
Financial support from government	781	50,00,000
Financial support from other sources	127	12,70,000
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

**Criterion – VI**

**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

Vision

To achieve the integral development of human personality ensuring the possibility of living a fully human existence by achieving the core values of excellence in higher education.

Mission

To produce intellectually trained, morally upright, socially committed and spiritually inspired young men and women of India to shape the future by preserving our heritage, discovering new knowledge and sharing our resources with the world.

6.2 Does the Institution has a management Information System

YES

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

6.3.1 Curriculum Development

- Granted autonomy in 2014, BoS were constituted in all departments to review and suggest changes in curriculum.
- All achievements by students publicly acknowledged and instituted awards are given.
- Internal evaluation is taken very seriously with internal tests for UG students run as a model of the End Semester Examinations.
- Teaching-learning and evaluation processes are monitored through feedback on teachers by students and on teaching and learning in each semester
- There is constant encouragement to transact the curriculum efficiently with student-centric methods, curriculum enrichment strategies and beyond-the-classroom scholarly activities. This is implemented through the various lectures of external experts, national and international seminars, field trips, internships, etc
- Remedial courses
- Walk with a Scholar Programme of the Higher Education Department

### 6.3.2 Teaching and Learning

- Student-centric learning rests on two principles: ‘ learning through doing’ and ‘learning how to learn
- Effective functioning of technology based teaching learning strategies using smart and interactive boards, content generation, technology aided teaching-learning methods, Use of digital resources through the library, Use of software in teaching and research, Use of online resources PowerPoint presentations, class rooms of Wi-Fi zone with high speed connectivity, free internet access and free printing services, moodle platform, MOOCs, INFLIBNET N List resources
- Academic Calendar (macro level) and the Teaching Plan/ Course Schedule (micro level).
- Syllabus, Course outcomes, question paper pattern for internal and ESE, model question paper, previous question papers for each course are provided to students.
- Course Committee meetings are held before the start of the semester and before the internal test.
- Open House sessions (PTA sessions)

### 6.3.3 Examination and Evaluation

- Evaluation based on internal test (CE) and End Semester Examination ( ESE)
- Informal assessments like quizzes, open book tests, unannounced tests, minute tests
- Assignments, seminars, individual and group projects, study tours, industry visits, internship, experiential learning in laboratories, doing MOOCs- inviting experts and people of eminence to deliver lectures and conduct seminars for students
- Advanced learners were identified and given training in open access e-publishing
- Access to research databases in various on-line sources was taught to advanced learners who shared this knowledge with their class

### 6.3.4 Research and Development

College has constituted a Research, Promotion and Ethics Committee (RPEC). It functions as an advisory body to provide appropriate control and regulation to achieve qualitative research as well as quality teaching. The IQAC is constantly monitoring and evaluating the quality of teaching by faculty and the research activities in the campus by some scientific methodology and thus suggesting corrective measures for improvement. The RPEC coordinate and review the research activities of various departments; provide essential laboratory facilities; coordination of extra-mural research projects, augmentation of research laboratory infrastructure; utilization of grants, installation, purchase, up-keep and maintenance of research instruments; issues related to ethical aspects particularly for animal science experiments; updating data base of research scholars; extending existing instrumental facilities to researchers of other institutions; promoting research publications; patenting activities; technology transfer; tie-up and collaborative programmes with other national and international universities and R&D institutes; conduct of research seminars; encouraging PG students to carry out research projects; motivating and enabling faculty members and research scholars to participate in international and national seminars, symposia and workshop; keeping ethics and values in research

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

- Establishment of an e-learning centre, new computers with latest configurations, new Laser Printer , Up graded the internet bandwidth, new Barcode scanners , repairing and repainting the Library building.
- The Campus is to be fully networked, Wi-Fi campus to enable all departments to be linked together for efficient performance, All departments have Ethernet LAN connectivity and faculty are given free-Wi-Fi access while on campus; fully functional CMS. The College has implemented KnowledgePro
- The College has a policy of need-based augmentation of infrastructural facilities as a catalyst for ensuring academic excellence. Newly created physical Infrastructure facilities are : two floors of Mar Ivanios Centre for Advanced Research are completed and the third and fourth floors are under construction with provisions for Modern Conference Hall, Lecture Rooms, Faculty Rooms, Tutorial Halls, Discussion rooms and Computer Labs, New rooms for Principal's Office and Conference Hall, 2 new class rooms in the main block etc.
- Major instrumental facilities have been installed during the year including Photoluminescence spectrometer, Hybrid microwave furnace, instrument for testing non-linear property of materials, augmentation of molecular biology lab etc.

### 6.3.6 Human Resource Management

Among the permanent staff 57.5% (46) are PhD holders and 75% (60) are either UGC or CSIR NET qualified. Four of the teachers were awarded UGC Post-Doctoral Fellowships and two were awarded foreign Post-Doctoral Fellowships (one from Harvard Medical School and one from the University of Texas). Teachers were sent for recharge sessions like Refresher and Orientation courses and Summer/ Winter schools.in addition to the large number of national and international seminars they participated in.

### 6.3.7 Faculty and Staff recruitment

Govt and UGC norms followed for recruitment of staff. Additional teaching, technical and support staff were inducted into service under the payroll of the management to fulfil essential tasks.

### 6.3.8 Industry Interaction / Collaboration

Representatives from the Industry were included in all BoS and their suggestions incorporated into the curriculum revision. The College continued its tie-up with Cambridge University for conducting the BEC course. Almost all research centres of the college have linkages and collaborations with various national and international research organizations.

### 6.3.9 Admission of Students

Admission to all UG,PG and Self-financing programmes according to University approved norms. However admission to Master's degree programme in Tourism Management and Bachelor's degree course in Journalism was based on qualifying exam marks and entrance examination; all the rest were based on marks alone.

### 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			YES	Principal
Administrative			YES	Principal

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 the college follows the University pattern for examinations. Examination process reform initiated in 2014-15; to be continued in 2015-16 and 2016-17. Question paper settings and evaluation of answer script are based on the Examination manual in accordance with the approval of Academic bodies.

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

University of Kerala and the State Government are strongly promoting autonomy, with 14 colleges in Kerala granted autonomy in 2014-15, with more to follow in coming years. The University and the Government has set up exclusive administrative cell in their offices to deal with the matters related to 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 Award given to eminent personality. Noon meal programme with the support of Gulf chapter of AMICOS is continuing. The Alumni Association with its world-wide chapters has initiated the activity to generate a fund for the construction of Mar Ivanios College centre for Advanced Research

6.12 Activities and support from the Parent – Teacher Association

The College is strongly supported by the PTA. Meetings are regularly held and the PTA provides financial support to a slew of activities on campus. A major part of the daily expenses of the college is met through the fund generated by the PTA.

6.13 Development programmes for support staff

IT skills classes taken for Office staff. The teaching staffs also support the non-teaching staff in many administrative matters such as annual budgeting,utilization of money in the appropriate heads etc.

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

Initiatives to make the campus eco-friendly are entrusted with the Bhoomimithra Club and the Eco Club. They take up campus cleaning activities with the participation of the NSS and organize lecture sessions for students and staff. Rain water harvesting, tree plantation (more than 300 trees have been planted on campus), vermi-compost, plastic free zone etc. are some other green practices adopted in the campus. Changing the bulbs to CFL type, paperless administrative and academic exercise, organic vegetable garden/ plantation, Hazardous waste mainly of effluents from the Chemistry lab channeled into soak pits near the labs, tie-up with a firm which handles e-waste, food waste from the canteen and the mess are sent to the pig farm on campus and Green Auditing are the initiatives taken by the institution to make the campus eco-friendly.

## 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.

- Admission process for both UG and PG has been made completely online and paperless.
- Attendance entry has been made online. SMS is sent to parents regarding absence
- Online entry of internal marks into the College IMS
- Setting up of a butterfly garden by the Dept of Zoology(75 species of 'butterfly friendly' plants were introduced)
- All departments have a 'smart classes and teachers have been given training in its use.
- Creation of a comprehensive question bank
- Setting up of a medicinal garden
- Starting of a variety of skill based add-on courses
- Starting of a pulse garden
- The Make Maths Fun Programme
- A special programme in project writing
- Creation of 'Third Eye', a forum for debate, discussion and quizzes
- Students of MA English do the Certificate in Teaching of English course of IGNOU
- Some teachers of the College have created their own websites
- Library has created a unique quality framework and criteria to evaluate and monitor the functioning of the College library
- Library portal and web-based services

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

- Prepared guidelines for benchmarking
- Prepared and got approval for feedback forms, and conducted feedback from various stakeholders
- Uploaded all details of functioning and activities of of the IQAC.
- Conducted evaluation of teachers by students
- Had sessions on quality enhancement for teachers
- Effective functioning of the College IMS
- Communicating with the staff using official email IDs for all staff (@mic.ac.in)

7.3 Give three Best Practices of the institution

1. Exposure of students to real-life experiences of Print and Television Journalism: Production, Publication and Exhibition of *Netra* Newspaper and *Netra* Television
2. Science Facilitation Centre (SFC)
3. Cambridge University Business English [Vantage] Certificate Course
4. Introduction of Online courses in Master of Tourism and Travel Management Programme
5. The 'Connecting Careers' Programme
6. Additional Skill Acquisition Programme
7. DBT Star College Scheme
8. Mentoring System
9. Vermicomposting
10. Creating Communication Networks for the Dissemination and Sharing of Information
11. introduction of the Course File system and the starting of Course Committee meetings in 2016
12. Give opportunity and training for these students to perform better and excel in their fields and train them for competitions with the help of the former students who are renowned musicians, actors, dancers, leaders, and the like.

7.4 Contribution to environmental awareness / protection

Energy conservation, Use of renewable energy, Water harvesting, carbon neutrality, Plantation of trees, Hazardous waste management and E-waste management

7.5 Whether environmental audit was conducted? Yes  No

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

SWOC Analysis has done in 2016 and posted in the website

8. **Plans of institution for next year**



**Department of Mathematics** plans to conduct Research Collaboration with Centers of Excellence like, IIST , IISER, NIIST, IUCAA and JNCASR and with Foreign Universities and start Integrated MS, Integrated Ph.D Starting of courses in Astronomy, Industrial Mathematics, Mathematics for Space Science, Bio- Mathematics in collaboration with IITs, NITs, NIIST and JNCASR. ,Starting of M.Phil Course , Starting a Peer-reviewed Research Journal in Mathematics. Establishing research collaboration with reputed centers and industry , Providing more opportunity for interdisciplinary research, □ Starting PG courses in Operations Research and in Applied Mathematics

**Department of Physics** plan to Start integrated MSc PhD course , Starting BSc Honors course in Physics , Staring MPhil Physics course ,Establishing an astronomical observatory with the installation of Telescopes and other facilities and offer certificate course in Astrophysics, Introducing specialization like Materials Science and Theoretical Physics in MSc Physics, Establishing an Electronics and Photonics laboratory for facilitating UG & PG students

**Department of Chemistry** - To start M.Phil and M.Sc (Pharmaceutical Courses).

**Department of Botany** - Setting up of a research lab , Training the students for competitive exams , DNA barcoding for the local plants , Collaborative projects

**Department of Biotechnology**- Apply for Major/Minor research projects , Organizing conferences/seminar , Nurturing industrial collaboration for student and research projects , **Organizing local Institutional / Industrial visit.**

**Department of Zoology**- Propose a mega project to apply for SARD , More training programmes for students , Develop a Water Analysis Lab

**Department of Politics, Economics & History**- MA programme , Offer internship opportunities for students , Tie-up with research centres and institutions like Planning Board in undertaking research projects.

**Department of English**-Start MPhil course , PhD for all teachers

**Department of Commerce** - Offer M.Phil course , Integrate degree course with professional courses , Offer add on courses,, Initiate more research activities , Collaboration with industry , Ensuring employability (more emphasis on placement)

**Department of Computer Science**-To start Post Graduate programme in this academic year , To publish research papers by the joint effort of the faculty ,) To train the students for maximum placement.

**Department of Tourism**-Updating of syllabus as per the industrial requirements in every three years. , Add on courses on foreign languages like Spanish and Chinese. ,Time bound completion of research of faculties.

**Department of French**-To start Post Graduate Department of French Language

**Department of Hindi**-Start Certificate, Diploma and Degree courses in Hindi.

Name: Dr. George Mathew



Signature of the Coordinator, IQAC



Name: Rev. Dr. Gigi Thomas



Signature of the Chairperson, IQAC

(PRINCIPAL)