



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

**ST.MARY'S COLLEGE, SULTHAN
BATHERY**

- Name of the Head of the institution **JOHN MATHAI**
- Designation **PRINCIPAL**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **04936220246**
- Mobile no **9447300032**
- Registered e-mail **stmaryssby@gmail.com**
- Alternate e-mail **iqac@stmarysbathery.ac.in**
- Address **St.Mary's College, Kuppady P O,
Sulthan Bathery, Wayanad, Kerala**
- City/Town **Sulthan Bathery**
- State/UT **Kerala**
- Pin Code **673592**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Semi-Urban**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **University of Calicut**
- Name of the IQAC Coordinator **Dr. James Joseph**
- Phone No. **9447854332**
- Alternate phone No. **9495669494**
- Mobile **9495258903**
- IQAC e-mail address **iqac@stmarysbathery.ac.in**
- Alternate Email address **principal@stmarysbathery.ac.in**

3.Website address (Web link of the AQAR (Previous Academic Year)

<https://stmarysbathery.ac.in/Uploads/Documents/AQAR2020-21.pdf>

4.Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://stmarysbathery.ac.in/Uploads/Documents/Academic%20Calendar%202021-22.pdf>

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	A	3.06	2012	21/04/2012	20/04/2017
Cycle 3	A	3.08	2017	30/10/2017	20/10/2022
Cycle 1	B+	77%	2006	01/06/2006	31/07/2011

6.Date of Establishment of IQAC

01/06/2004

7.Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NSS	Social Service	State	2021-22	83160
NCC	Social Service	State	2021-22	18000
Red Ribbon Club	Social Service	State	2021-22	4000
ASAP	Skill Development	State	2021-22	23660

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year **18**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

Migrated to NECTTOS app on a trail basis by fully automating the teaching learning process

Recommendation to the management to improve the infrastructure and to beautify the campus

Initiated to start certificate programmes and collaborative work

Took initiatives to encourage the faculties to involve more in research activities

As a part of social commitment conducted programmes in the adopted tribal colonies

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

Plan of Action	Achievements/Outcomes
Decided to offer a certificate program by each department.	Registration for the same conducted during the time of admissions
Stress management class for the faculty members	Conducted one day outing with stress management class.
To increase a number of collaborations / MoUs	Attained 7 more MoUs
To resume work in the adopted colonies after the pandemic	Regular visit and program conducted in the colonies, anganwadies
Recommended complete automation software/app for the academic functionality	Installed NECTTOS app for the trail basis for a year
Decided to conduct orientation and class on ethics and values for the newcomers	Conducted the orientation and ethics class

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
College Council	12/12/2022

14. Whether institutional data submitted to AISHE

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Name	Date of meeting(s)
College Council	12/12/2022
14. Whether institutional data submitted to AISHE	

Year	Date of Submission
2020-2021	31/03/2022

15. Multidisciplinary / interdisciplinary

The institution is an aided Arts and Science College affiliated to the University of Calicut and offers various conventional and modern courses as allotted by the University. The college has a limited flexibility in selecting Courses/Programmes as it is governed by the regulations of the affiliating University. Despite this, the college strives to provide a holistic and multidisciplinary education that will benefit the student body through a variety of certificate and add-on courses offered by organizations like Coursera, Swayam, and IIT Spoken Tutorial, to mention a few. Future plans for the college include applying for interdisciplinary and multidisciplinary courses. The college envisioned a Multidisciplinary research endeavor which became fruitful through a well equipped DST/FIST research facility, which will cater to the scholars from the nearby districts and the neighboring states. In the light of NEP 2020, the college's research community is encouraged to pursue initiatives and research topics/projects that are essentially interdisciplinary in nature.

16. Academic bank of credits (ABC):

The affiliating University - University of Calicut, is beginning to adopt NEP 2020. When the affiliated University delivers the go-ahead, the college is ready to implement the same, following which the institute will register in the Academic Bank of Credits(ABC). The Institution is already following the choice based credit and semester system that is based on student preference.

17. Skill development:

The project work, mandatory as part of the college curriculum, requires students to put the knowledge they have learned in their classes into practice, enhancing their multidimensional cognitive skills. Every academic year, the institution offers various 30-hour certificate programmes and encourages students to participate in internships to assist them get the required skills to be employable. To improve students' interpersonal, observational, and perceptual skills, field trips are also conducted in a number of departments. The inclusion of lab

sessions in the curriculum enhances students' skill development. College students are instructed in lectures to equip them with a variety of abilities. College conducts lectures for training the students to empower and equip them with a range of abilities. The placement cell, NSS, and NCC organize a variety of events to introduce students to soft skills.

Seminars on ethics and human values teach participants the social skills and empathy that are necessary for everyday life. Celebration of observation days fosters positivism and respect for people who can serve as role models and whose lives and actions serve as valuable lessons for forming impressionable and youthful minds.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The new millennial generation of the institution needs to be made aware of the rich history and culture of our nation. The ancient Indian knowledge systems, such as the ayurvedic system of health preservation, homeopathy, naturopathy and yoga, for which India has the patent, have gained acceptance throughout the world. HEIs play a pivotal role in inculcating the value of these systems to the youth.

Through the college's yoga club, the college provides certificate programmes in yoga and holds regular yoga courses. The club intends to encourage faculty and students to enroll in postgraduate or diploma-level yoga courses offered through the Swayam portal or another MOOC platform, IGNOU. The yoga club also plans to spread awareness of this knowledge system in the community by recruiting interested parties from the neighborhood to the college's campus, which is among Kerala's greenest and ideal for meditation and restorative yoga.

The college has a medicinal garden with various herbs and plants under the department of Botany. A separate medicinal garden is also present in the premises of the ladies hostel and these plants are used by the inmates of the hostel and the people living nearby.

The institution has a full fledged farm with dairy, poultry etc. The indigenous Vechur (a rare species of cow) species is also available whose milk is of high medicinal value.

The faculties employed by the institution are proficient in the

vernacular language which is Malayalam. All the degree courses offered by the HEI are taught bilingually by the faculties. An interdisciplinary research journal which captures the various domains of tribal literature and folklore is in the pipeline. The tourism club has ties with the archeological sites of the district which enables the students to understand the art and culture and also the importance of preserving the same.

The social equity club of the college was formed with the vision of promoting the ST/SC students and has reserved seats during admissions for these indigenous people of Wayanad.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The Institution follows the curriculum developed by the University of Calicut, which has taken extensive measures to transform to OBE where the CO,PO,PSOs are specified in each course and programme. The faculty prepares the teaching plan for the year, to meet these PO and COs and proceeds with the teaching-learning process. The outcome is measured using various internal assessment techniques like unit tests, seminars, viva, assignments. The skills of the students are assessed by the project work, internships, field visits, practicals etc.

20.Distance education/online education:

Currently the institution does not offer any courses through the ODL mode offered by the affiliating University. However, the college has the necessary resources, and the faculties are prepared to provide blended learning.

An IGNOU study center has been functioning in the college from the year 2000 and has catered to hundreds of students from the district and nearby states. The faculty of the institution are actively involved in the teaching-learning process of the various programmes.

Talks are underway to start the Sree Narayana Guru ODL of the state Government.

Extended Profile

1.Programme

1.1

20

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

File Description	Documents
Data Template	View File

2.Student2.1 **1654**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 **262**Number of seats earmarked for reserved category as per GOI/
State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 **598**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic3.1 **83**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **1**

Number of sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	20
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1654
File Description	Documents
Institutional Data in Prescribed Format	View File
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File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	83
File Description	Documents
Data Template	View File

3.2	1
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	64
Total number of Classrooms and Seminar halls	
4.2	35.20864
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	101
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The College follows the University prescribed curriculum and syllabus which is a Choice Based

Credit and Semester System. An academic calendar is prepared at the beginning and before the start of each academic year for both the semesters. The faculties are advised to have individual teaching plans for the papers they handle.

Pre- academic Planning activities:

- A general timetable is prepared by the time table committee by allotting hours for the

general papers like English and Language. The rest of the hours are allotted to the

respective departments.

- Advising the students on their elective choices and recording the same by the

departments.

- Workload is calculated for the faculties.
- A time table is prepared by the HODs of the individual departments and copies are

forwarded to the Principal, Office and the department faculties and students.

- An Academic calendar is prepared for the college by the committee comprising of the

HODs, IQAC and Internal Examination cell

- The teaching faculties are advised to prepare a teaching plan for each of the semesters.

Activities during the Academic year:

- Classrooms teaching, mentoring and internal assessments through exams.
- Others activities like laboratory works, seminars and workshops.
- Internships
- Project works

Post- academic Activities:

- Feedback and assessment
- Submission of internal marks to the office for uploading in the university website.
- University examinations and valuation of papers.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college adheres to the academic calendar which is prepared by a committee comprising of the Principal, HODs and the IQAC committee at the beginning of each academic year for both the semesters. The Continuous Internal Evaluation (CIE) is done through two unit tests as prescribed by the University for the Internal Assessment of the student. The unit tests are conducted under the supervision of the Internal Examination Committee - one at the middle of the semester and other towards the end of the semester. The marks are recorded and displayed. Based on the assessments, inclusive measures are taken for the students identified with low marks through extra classes and class notes. Course-wise assignments are taken from the students. During the pandemic the assignments were submitted digitally in the Google classrooms. Seminars/viva is also conducted each semester course-wise by the individual faculties. The internal marks are prepared based on the unit tests, assignments and seminars/viva which are then uploaded in the university website after considering all the grievances of the students if there are any. The library and the departments maintain the semester-end question papers. The question papers are also uploaded in the college website for quick reference by the students. The Question Paper Workshops are conducted by the department faculties for helping the students understand the methodology of the question pattern and the answering techniques.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://stmarysbathery.ac.in/Uploads/Documents/Academic%20Calendar%202021-22.pdf

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

36

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

113

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

St. Mary's College envisions the transformation of youth towards an enlightened society made

possible through the conscious efforts of integrating cross cutting issues relevant to Gender,

Environment and Sustainability, Human Values and Professional Ethics into the curriculum.

Development of socially responsible and ethical behaviour has been stated in the

Programme/Course Outcomes of curriculum. Several courses in the syllabus and selected value-

added courses specifically address professional ethics and ethical issues in the respective

disciplines. PG programmes have compulsory audit course on Professional Competency.

Plagiarism Report is mandated for PG Project Reports. .

One orientation programme is held for the first years to prepare them with value systems, ethics

and for their future professional life. Human values are instilled through programmes run by the

NSS, NCC and various clubs.

The Gender Cell and the Womens Cell along with various departments plays the lead role in

shaping the gender sensitive spirit of the college. More over the institution promotes gender neutral games like korf ball.

Environment and Sustainability: Green campus clean campus plays vital role in plastic free

rejuvenation of campus and commands the strict adherence of green protocol in all activities.

College is instrumental in ensuring students participation Swachh Bhart Abhiyan and Unnat

Bharat Abhiyan.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

18

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

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

570

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

File Description	Documents
URL for stakeholder feedback report	https://stmarysbathery.ac.in/igacdoc/2021-22/Feedback_report_on_curriculum.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows **A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://stmarysbathery.ac.in/igacdoc/2021-22/Feedback_report_on_curriculum.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

605

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

262

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The SMC assesses the learning levels of the students in two ways at the time of commencement of the programme. Students enrolled in various disciplines are identified as slow and advanced learners based on their UG marks and a test conducted by each department. The College organizes orientation programme / Induction programmes for fresher's both at the institutional level and departmental level. This process serves as a base for monitoring the future programmes of the students.

Strategy adopted for slow learners and Advanced learners

Remedial classes are conducted with the aim to improve the academic performance of the slow learners. Classes are conducted through online mode.

Group study system is also encouraged with the help of advanced learners

Academic and Career counselling are given to the slow learners

10-20 students allotted to mentors who help through counselling at students and providesolution to his/her problems.

Advanced learners are encouraged to opt for competitive exam likeGATE,JEST,NET,SET,JAM,MAT,K-MAT, PhD Entrance etc

Scholarship and financial aids for advanced learners.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
1654	83

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Student centric methods are used for enhancing learning experiences of the students for the teaching-learning process.

1. Experiential-learning

- The Syllabus includes project work which helps the students to actualize the skills that they have developed during the course of study.
- For real time exposure students are encouraged to participate at National and International level programmes..
- Faculty encourages academically significant field visits/surveys.

- Departments organize industrial visits providing exposure to industrial work culture
- Lectures by experts from industry/academics supplement the teaching process.

2. Participative-learning

- Role play method is used in management/pg courses to supplement teaching
- The activities/camps of NSS/NCC, village adoption, Swatchh bharath and health-awareness camps help to learn social and community welfare.
- Debates are followed in many of the subjects
- Practicals/workshops are conducted.

3. Problem-solving Methodology

- Case study method in teaching-learning process helps to develop problem solving ability and is adopted in management programmes while teaching Business law .
- Discussion methods in subjects helps come up with the opinions & suggestions through Peer learning and question paper discussion developing self learning skills.

4. Collaborative-learning

Collaborations through external agencies like Brahmagiri Development Society, MSSRF helps with research/internships. PSC/Civil service coaching is done through institutes like Dyuthi, Minerva

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

ICT Tools:

1. 21 projectors are available in different classrooms/labs
2. Desktop/Laptops- Arranged at Computer Lab/departments.
3. Printers- Installed in Laboratories/departments.
4. Two Multifunction-Photostat machines are available .
5. 2 scanners are made available.
6. One seminar-hall is equipped with all digital facilities.
7. Auditorium- Equipped with sound-system/projectors.
8. Online Classes through Zoom, Google-Meet, Teachmint, Google-Classroom
9. MOODLE
10. Digital-Library resources (INFLIBNET-NLIST)
- 11.7 Android smart TV installed in classrooms.

Use of ICT by Faculty

A. Faculties use power-point presentations in

their teaching and is equipped with digital libraries,online search engines and websites to prepare effective presentations.

B. Seminar/Conference room are digitally equipped where guest

Lectures and various competitions are regularly organized for students.

C. Faculties prepare online quiz for students after the completion of each unit with

with the help of GOOGLE FORMS.

D. Students are counseled with the help of Zoom / Google meet.

E. Recording of video lectures is made available to students for future referencing.

F. Online competitions- Technical/management events like Poster-making, Project presentations, Debates, paper presentations are being organized with the help of ICT.

G. ICT tools for conducting workshops on latest methods such as SPSS, Programming languages, simulations .

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

83

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

53

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

23

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

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

2.4.3.1 - Total experience of full-time teachers

602

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

As per affiliating University regulations the college conducts internal assessment based on internal examinations, attendance, assignments, seminar /viva. Class tests are done periodically by the faculties for continuous evaluation. Every year an academic calendar is prepared with tentative dates of internal examinations which are strictly followed. At least two internal examinations are conducted for each semester. The question papers for the examinations are prepared as per the university guidelines. The evaluated papers are returned in the stipulated time as prescribed in the academic calendar. Remedies are suggested to prepare them for the external examinations. Hourly attendance is strictly maintained in the attendance registers. At the end of each semester, the attendance secured by the students are published in the notice board. The university has suggested seminar or viva as an assessment component. Seminar topics are given as group/individual in recent trends in the subject and ample time is provided before the presentation. Every student must submit a minimum of one assignment related to each subject per semester. Assignment can be submitted in offline/online mode in prescribed time which is evaluated and the marks are returned. The internal marks are calculated from the above components as per University norms and are displayed on the notice board for transparency. Grievances are met and resolved. Before final submission in the university website, signature of the students is collected to validate the process. The final uploaded internal marks are also displayed on the notice board.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

Internal marks are calculated for theory and practical papers based on the various components as per University regulations and is displayed on the respective department notice boards. Students who are unable to attend the tests due to reasons as NCC/NSS camps, Unavoidable medical necessities etc are given another chance through retests conducted by the departments. A three day time interval is given for students to convey their grievances to their concerned teachers. A PTA meeting is held every semester where the marks are conveyed and overall

feedback of the individual students are discussed. Apart from this, the internal marks of the students are also published on the college websites. The feedback of parents are also considered before final submission of the internal marks. Unresolved issues are discussed with the Class tutor and the department HOD. In most cases the problems are resolved in the department itself. There is a college level Grievance redressal cell constituted as per university norms and comprises of members from various departments who take up the issues which are not solved in the department level and tries to resolve the issues raised by the students efficiently in a time bound way. All grievances are met in pro-student manner. The meetings of the grievance cell are recorded in the minute's book

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

POs, PSOs and COs are developed by the Board of Studies of each of the Subjects by the affiliating University. This is then published in the University website and is forwarded to all the affiliating colleges. The college has clearly stated learning outcomes of the Programs and Courses. The College adopts Outcome based education rather than input oriented bell shaped curve of learning. Hard Copy of syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students and softcopy of the same is forwarded to the respective faculties through email and is also published in institutional website. Graduate attributes are described to the first year students at the commencement of the programme. The students are also communicated about the Programme outcomes, Programme Specific Outcomes and Course outcomes through Tutorial meeting. The students are intimated that the COs are available in the website. During the discussion of the course, the outcomes of the course are also focused. During the commencement of each unit and after the completion of the unit, the course outcomes are reviewed.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://stmarysbathery.ac.in/Pages/Article/LearningOutcomes.php
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The programme outcomes and course outcomes are evaluated by the institution through a transparent mechanism with unit tests, seminars/viva voce, project work and surveys and these components are as per the university regulations. In each academic year the department wise pass percentage is calculated and toppers and rank holders are identified for felicitation. Based on the pass percentage, a result analysis is conducted to understand the levels of attainment of POs and COs. For this a department level course wise analysis is done and courses with marked variations are noted. Department level meetings are conducted to discuss the reasons for the variations and proactive measures are taken to make improvements with the future teaching-learning process. Students who pass the competitive examinations (NET/JRF/CSIR/SET etc) and those who join higher studies in India /abroad and those who got placements are reckoned. An evaluation is made on the number of students progressing in the same stream and continues in the college for their higher education. Evaluation of the whole process is also carried out through a well organized feedback mechanism from the stakeholders. As part of this there was an active participation in college alumni registration.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://stmarysbathery.ac.in/Pages/Article/LearningOutcomes.php

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year**466**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

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

<https://stmarysbathery.ac.in/igacdoc/2021-22/SSS2021-22.pdf>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****0**

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

2

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

St. Mary's College, Sulthan Bathery has created an ecosystem for innovations/initiatives for the upliftment of its stakeholders. The institution provides both online and offline databases to the stakeholders for the acquisition of knowledge and wisdom. The college has given access to Nlist and URKUND for research. The faculty members are encouraged to organize/participate in workshops, seminars, conferences, refresher/ orientation/short-term courses and publish research papers etc. The institution encourages PhD holders to apply for guideship and others to register for PhD. To inculcate entrepreneurial skills among students, the college has created an ED Club which hosts many activities to activate entrepreneurial ideas and skills among students. The Young Innovators Programme under the Kerala Development and Innovation Strategic Council is initiated in the

college to empower future innovators to innovate new products/ services and to meet emerging requirements, unarticulated needs, or existing market needs of society more effectively. The college motivates faculty members to sign more MoUs to strengthen the institution in academic and research areas. All the students have to undergo compulsory project work as part of their curriculum with an aim to build a good research aptitude in them.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

3

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

4

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

12

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

3

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

With the support of NCC unit, the Field outreach Bureau conducted a webinar on 'Secure Cyber Space'. They associated

with Periyar Tiger Reserve for the Plastic Awareness Challenge Campaign through a video message. They also collaborated with Excise Department for an awareness session, a flash mob and participated in a short film competition as part of the Anti-Drug Campaign in Vellapattu Colony; followed a cycle expedition that was flagged off at the college campaign.

NSS volunteers conducted a sanitization program at the Government High School, Kuppadi, just before the school reopened after lockdown.

The Dept. of Computer Applications organized a seminar on 'Cyber Security Awareness', for the high school students of St. Mary's School, Sulthan Bathery.

A faculty from the Dept. of Chemistry provided technical advice to Marakkara Gram Panchayat, about analyzing the quality of Bio Bins. The dept. also organized a 2-day science exhibition, "CHEMExpo".

The PG Dept. of English spent a day with the students of the Government school, Kuppadi to introduce literary concepts through innovative activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

8

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1852

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

1

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

11

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

CLASSROOMS

The college offers spacious and well-ventilated classrooms. The class rooms, staff rooms and laboratories are segregated into a single unit for each department. All departments are provided with LCD facilities.

- 62 classrooms, out of which 25 have LCD projectors

33 for 11 UG programmes

16 for 8 PG programmes

5 combined classrooms

8 common classrooms

- 8 smart TVs
- 2 Seminar Halls
- 1 Central Store
- a Reprographic Centre for DTP, photocopying etc.
- Internet/Wi-Fi with 100 mbps

ICT FACILITIES

The college has a total of 118 computers. Every department is provided with computer and internet access. Wi-Fi is available in all departments for use at a speed of 100Mbps. The seminar hall is also equipped with a projector and Wi-Fi connectivity.

LABORATORY FACILITIES

All Science departments (Physics, Chemistry, Botany and Zoology) have well-equipped laboratories for a hands-on experience of experimental research in the respective fields.

- 10 Science Laboratories
- 1 Language Lab
- 3 Computer Labs
- 1 Botany Lab
- 1 Zoology Lab
- 1 Biochemistry Lab
- 1 Herbarium Room
- Taxonomy Lab
- Anatomy Lab
- Biochemistry Lab

FIST Funded Research Laboratory: The College was allotted a FIST funded laboratory, catering to the requirements of the science departments. The laboratory aims to foster cutting-edge research for scholars.

LIBRARY FACILITY

- Floor Zone: 6000 Sq. Ft
- Total Seating Capacity: 170 people
- Reading Hall
- N-List Subscription
- Ouriginal Software to Check Plagiarism

- **E-learning Facility**

OTHER FACILITIES

- **Seperate hostels for boys accommodating 100 students and 2 girls hostels with 200 capacity**
- **Sports hostel**
- **Gymnasium**
- **Co-operative store**
- **Canteen**
- **Seperate parking area for staff and students**
- **Girls Restroom**
- **Seperate toilets for boys, girls and differently-abled**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college provides enough amenities to assist the non-scholastic faculty.

SPORTS AND GAMES

The campus includes a college ground covering an area of 6000 sqft.

The Wayanad Cricket Association conducts Cricket training camps, tournaments and regular practice sessions in collaboration with the college.

Numerous physical examinations are held on the ground as part of various governmental recruitment procedures.

NCC Cadets are allotted a specific area for the NCC events and a firing range for practice.

- **A 200 meters track with 8 lanes**
- **A Basketball Court**
- **2 Volleyball Courts and a Volleyball Academy with 2**

Reputed Coaches

- A Football Court 95m*57m
- A Cricket Net
- A Tennis Court
- A Well-equipped gymnasium
- A Yoga and Fitness Center
- A Jumping Pit
- A Korfball Court
- A Table Tennis Board
- Sports Hostel
- Regular Football Camp by Parappur Football Academy

YOGA

- Weekly yoga sessions are conducted by yoga trainers from AYUSH, Ministry of India, for women.
- Gym training conducted for women by AYUSH trainers.

CULTURAL ACTIVITIES

The college has a number of venues for cultural events andscholarly events.

- 1 Outdoor Concert Venue
- Jubilee Basement Hall
- Seminar Hall (CAPACITY)
- Bamboo Garden

- A Natural Amphitheatre

- Admin Garden
- Graffiti Walls [E.g. Freedom Wall]
- Zumba/ Dance Room

Additional Facilities

- The college a Boys Hostel and three Girls Hostels.
- The institution has a canteen.
- A day carein the hostel compound to aid the needs of working women.
- Toilets and ramps for differently abled students are under construction.
- The Campus has adequate number of washrooms.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

26

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

10173602

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

- Automated Library- Automated with an inhouse software called CMS (College Management system), integrated software with college office. Library automation done during 2005 and bar-coded in 2013. OPAC facility is available for searching bibliographic details of all the books such as Title, author, subject, Contents of book, Call Number

(Trial version of new software 'Necttos' integrated with college office, Library and students attendance is also running along with CMS, through this app students can access OPAC, Book Renewal, Previous year Question papers, e resources etc..)

College Library has a collection of nearly 40000 books and 72 Periodicals including 9 newspapers in print form and also includes 20 Braille materials, Encyclopedias, Dictionaries and yearbooks.

- Provides open access system
- OPAC facility is available for searching bibliographic details of all the books such as Title, author, subject, Contents of book, Call Number
- Wi-Fi facility on demand
- E-learning facility with 5 computers (1 computer reserved for visually challenged. users serving with NVDA and ORKA screen reading supporting software)
- Subscribed UGC-INFLIBNET's N-LIST (National Library and Information services for scholarly content) from 2011 onwards
- Remote access of online resources are available through NLIST
- Similarity checking services for plagiarism using Ouriginal by Turnitin (formerly URKUND) - access provided by University of Calicut 2019 onwards
- CCTV

Special Collections:

- Braille Collection: Library has a special collection of 20 Braille materials help the students to aware about the Braille.
- There is a collection showcasing Wayanad writers and writings on Wayanad.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

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

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

306464

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

57

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The college strives to provide cutting-edge technology, regularly updates its ICT facilities, and also purchases new equipment as necessary to ensure efficient operation.

The college migrated to a full-featured software package to manage all of its operations, including the library's features. NECTOS, a web and mobile application, was launched on a trial basis throughout the year to test its functionality. It is a complete automated solution for admissions, office administration, IQAC, Attendance and library.

MOODLE was introduced for blended learning as part of the DIGICOL services of the government of Kerala.

The Department staff rooms are equipped with computers/printers and wifi. The college has 125 computers for academic and administration purposes. The computers of the department laboratories are maintained properly and replaced if needed.

The computers in the library are used for internet browsing where internet and wifi access is provided in the college at a speed of 100 Mbps. Majority of the classrooms are fitted with projector and smart TVs for enabled learning. Portable recharge speakers with neck band microphones are provided for the faculty.

The college is fully under CCTV surveillance. There is a dynamic college website which is maintained by the technical team of the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

118

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

1429720

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The college has established intending system to know the requirements of the departments and also to do a regular maintenance of the infrastucture and the premises.

Annual maintenance of the labs are done and at the onset of every year, the heads of the departments of every science departments study the syllabus and make requests for the necessary additions. Purchase is done accordingly .

The computers are also maintained annually and additions are made according to the need. Repair is done as needed and replacements are made accordingly.

The projectors and the SMART TVs are also maintained at regular intervals.

The Physical education department makes regular note of the condition of the sports equipments of the complex and maintenance and additions is done as per the requirements.

Annual stock checking is done by the staff of the college at the different departments and Library.

Library has its own methods of checking the condition of the books; damaged ones are replaced as per the need

The stock register maintained in the departments are checked and verified at the close of every year.

Regular maintenance and upgradation of the classrooms are done annually, repairs are done.

Intending system is utilised to regulate the infrastructure upgradation and maintenance of the same.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stmarysbathery.ac.in/igacdoc/2021-22/4.4.2.pdf

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support****5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

1222

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

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

83

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

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

A. All of the above

hygiene) ICT/computing skills

File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

10

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

106

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

government examinations)

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

30

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

5.3 - Student Participation and Activities

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

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

5

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

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

The college has devised various cells and clubs for the smooth functioning of its activities involving the student community and

overseen by the faculty coordinators.

The various clubs are

NSS , NCC , Cultural Club ,MGOCSM ,Anti Drug ,Club Yoga & Fitness Club,Grievance Redressal Cell ,Club for differently-abled ,Students Council ,Literary Club ,Red Ribbon ,Women's Club ,Gender equity cell ,ED club etc..

Due to the covid pandemic, the election for the college student union which normally happens as per the university norms did not take place during the academic year. Majority of the co-curricular activities like sports and other cultural events had been suspended due to the restrictions and continuous examinations. Despite this, the student representatives conducted some programs like ODYSSEY, AKIRA- the ethnic day, HYDYAM celebrations, Kerala Piravi Celebrations, Christmas Celebrations, Holi celebrations. Apart from the regular NCC and NSS activities, activities to overcome the covid pandemic were conducted through awareness/campaigns-both online and offline.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

15

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

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

The college has an active alumni participating in various activities of the college. This year we registered our Alumni Association named "SASWATH - St. Mary's College Alumni Association" on 16th March, 2022 with registration no-WYD/CA/63/2022. Also the Alumni students of our college tries to help the current students in every possible way by conducting seminars, NET coaching. The association holds regular meetings to plan yearly activities. The Alumni Association wishes to contribute more to the college in the coming years by organizing various student oriented activities and charity.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

St.Mary's College, the first higher educational institution in Wayanad has produced thousands of first generation learners and is locally administered by a Committee of Diocese Manager, Secretary, Principal and Bursar. The Management follows a hierarchy with the Principal, IQAC Coordinator, College Council, HODs, Office Superintendent and Coordinator of Cells and Clubs. The committees plan all the activities in accordance with the vision and mission of the college. It functions in compliance with the rules/regulations of Kerala Government, UGC, University of Calicut and by decisions of educational agency. The College ensures decentralized and participatory governance and does so by the theory of management by exception by collaborative administration incorporating all stakeholders. Policies related to academics, administration, finance, infrastructural development and extracurricular activities are planned and executed with representations of stakeholders.

The transparent nature is visible in the dynamic processes of decision making, policy framing, feedback appraisals and implementations. The students participate in the governance through effective representation through Student Council, advised by Staff Advisor. Grievances of the students are represented and resolved in the appropriate committees. There is a feedback system to evaluate faculties and the facilities of the college by various stakeholders. Appraisal mechanisms also assist in effective leadership

File Description	Documents
Paste link for additional information	https://stmarysbathery.ac.in/iqacdoc/organogram.pdf
Upload any additional information	No File Uploaded

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

The effective Leadership is reflected in various institutional practices such as decentralization and participative management as given below:

The Board of Trustees and Advisory Committee constitute the supreme body that formulates governance and general Policies and takes major Financial and Developmental Decisions

Management and the Principal decided to take up the project after a meeting with the extended members. Owing to the limitations of various resources due to covid pandemic, the committee decided to hand over the project to the NCC,NSS and various clubs of the college.

Governing Council formulates the Academic and Administrative Policies, approves New programmes and Annual Budget

Academic Council is empowered for the design of Curriculum and Syllabi; and make regulations regarding Admission

College Council is empowered to consider and report on cases of discipline referred to it by the principal

The Heads of Departments are empowered to run regular functioning of the college exercising collegiality with the faculty of the department

IQAC Coordinator is authorized to verify PBAS for faculty promotion and ensured the quality of various programmes conducted

Students participate in governance of college through department.

Participative Management In 2021-22, under the supervision of IQAC curriculum restructuring initiatives were originated from Academic and Administrative Audit in a decentralized fashion

IQAC collected Feedbacks on syllabus from students, faculty,

alumni and employers, analyzed it and reports were availed to respective departments

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

St Mary's college acknowledging it's part in higher education, building upon its strong foundations in the field of education since 1965, used to follow a well structured strategic plan with well defined motives. The college prepared the strategic plans after discussions held in the IQAC Meetings , Meetings of Management council and also from the valuable interactions with various departments in the college. For the successful implementation of the strategic plans adequate ad hoc committee was also established.

Among the strategic plans that have been successfully implemented, an infrastructural development project , inorder to provide better academic facilities for students is quite noteworthy. Bearing in mind the need for additional class rooms for newly granted courses the college has strategically planned the construction of a new block.

Research: With the vision of fostering socially relevant research in academic disciplines and also to contribute to the nation building process

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	View File

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

The organogram of the institution mainly constitutes the educational agency which is headed by the Metropolitan Trustee of the Church followed by the Local manager, and Governing Board Secretary and the Principal. Management follows the Principle of Management by Exception.

The Principal is given functional autonomy and is supported by the College Council, IQAC, Department Heads, and the administrative team, which is led by the Superintendent. The Office of the Bursar examines the institution's financial issues and collaborates with the Principal. College-level quality assurance techniques and procedures are adopted based on the recommendations made by the IQAC committee. Student unions encourage greater participation from the student body in the process. Under the supervision of the Principal, the Head Warden oversees 4 UG/PG hostels, while the boys' and girls' hostels have separate wardens. A powerful PTA body actively participates in the operation of the institution to improve it. A group of ministerial employees maintains the cleanliness of the college's facilities.

The Library functions with help of the library staff headed by the librarian. The conduct of the internal/external examinations is done smoothly with the examination cell headed by the chief-superintendent of examinations.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://stmarysbathery.ac.in/igacdoc/organogram.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

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

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

St. Mary's college has effective welfare measures for teaching and non- teaching staff. College guarantees career advancement and security to its employees by providing following statutory and voluntary facilities. 1. Financial Assistance Festival Bonus Salary Advancement Scheme. Salary advance for guest and permanent faculty awaiting government approval 2. Statutory Welfare Measures Provident Fund Group Insurance Scheme State Life Insurance Scheme Maternity Leave Paternity Leave Medical leave National Pension Scheme 3. Physical and Health Assistance Gym facilities Zumba classes for lady staff Yoga classes Audio enhancing system for teachers managing large class rooms 4. Awards and Acknowledgements Incentives and awards for completing PhD and guideship recognition Awards for outstanding Research Publications Awards for qualifying NET for faculty of self financing departments 5. Miscellaneous Welfare measures

Daycare Centre, Car Parking, Canteen facility, staff Discussion Rooms Annual Staff Picnic, Ladies staff Tour, Non-Teaching Staff Tour

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

6.3.2.1 - Number of teachers provided with financial support to attend

conferences/workshops and towards membership fee of professional bodies during the year

13

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Performance Appraisal System for Teaching Staff The institution has an effective Feedback System for evaluating Teaching Staff, in which Principal collects the reports from the department wise feedback mechanism. The Principal takes Student feedback on academic staff separately and analyzed. The Self-Appraisal Report (SAR) of all teaching staff is taken on annual basis using structured questionnaire. Senior faculty members of the department groom the new recruits to help them to enhance their teaching and evaluation performance. The Feedback received from the above is communicated to the individual faculty members confidentially by the Principal and suggestions are given to each faculty for further improvement.

Performance Appraisal System for non-teaching staff Based on the performance and the feedback, the principal takes personal interest in guiding the nonteaching Staff. The senior staff in the administrative section grooms the new recruits to help them to enhance their performance. The non-teaching Staff members have assigned to work in different

capacities on rotation basis. The appraisal reports are analyzed and the working ability of individuals is assessed. The college organizes Academic Administrative Audit (AAA) annually and the output of the same is communicated to the Teaching and Non-Teaching Staff with suggestions for improvisation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

St. Mary's College has conducts external and internal audits forboth Government and Non-Government funds regularly.

1. Internal Audit is carried out annually by the internal auditingteam appointed by the management. Concurrent Auditing is also doneregularly for the self-finance accounts.

2. External Audit:

(i). Statutory Audits by the Chartered Accountants are conductedannually by the CharteredAccountants.

(ii). Government Audits: by the Accountant's General's Office,Trivandrum; by the Directorate of Collegiate Education, Governmentof Kerala

(a). External Audit by Account General (AG) are conductedperiodically. DCE, Govt of Kerala verify the utilization of fundsreceived from the Central and State government agencies likegrants from UGC, RUSA, CPE, Autonomy Grant, DST-FIST.

(b). External Audit by Directorate of Collegiate Education (DCE),Govt of Kerala: conducts every year. They verify Cash Book,acquaintance of staff, SC/ST/OEC acquaintance, E-grants Account,Caution Deposit and Fee receipts.

(c). External Audits for UGC Funds: The college conducts externalfinancial audit for all the grants received from UGC.

Audit Objections and Rectifications:

The audit objections are rectified by the accounts department

andan Action Taken Report with explanation is submitted to the Finance Committee and also sent to the auditor for final approval.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

8324096

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

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

The College has a well-functioning Planning Board having the responsibility for assessing, planning and fund raising activities of the college. A budget is prepared at the beginning of the financial year for infrastructure development and for academic/administrative activities. The major sources of funds :

Mobilization of Funds:

- **Earned income:** Fee collected from students
- **Central Government Funds:** UGC, RUSA, DST-FIST, Scholarships etc.
- **State Government Funds:** Grant-in-aid for salary, State government fund for NSS, ASAP, WWS, SSP.
- **Non-Government Funds:** 1. Endowment awards, 2. Management's Contributions,

- PTA funds,
- staff Contributions,
- Rents from external bodies.

The College utilizes funds for:

- New Infrastructure Development and Infrastructure Maintenance
- Salary
- Procurement and maintenance of Equipments
- Conducting Seminars/ Workshops 5.Student Support (Scholarships, Fee Concessions and Freeships)
- Conducting Extension Activities
- Sports Promotion Activities
- Library Expenses
- Examination Expenses
- Seed money for Research.

The Management and PTA funds are used to meet the developmental/ maintenance and academic needs. Management assistance includes financing for infrastructure developments, salary to self-financing staff, scholarships for needy students.

The purchase committee seeks quotations from vendors for various purchases. The quotations are scrutinized by the finance and purchase committee before a final decision is made. The intervention of the management is sought in case the expenditure exceeds the budget. Internal/external auditing is conducted to ensure utilization and proper accounting of funds. Accounts are maintained by Head Accountant and the Principal is accountable for all the financial transactions.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Induction programs for faculties and students: IQAC has been conducting faculty induction programs for newly appointed teachers which include welcome to institutional family, exposure

to academic culture of the institution, familiarization of infrastructure facilities. Student induction programs were conducted by ensuring the participation of parent community also, include orientations classes and department level meetings.

Faculty enrichment programs: Different training programs to enhance teaching ability of faculties has been conducted, include training on Learning Management System (LMS) and learning software's like Teachmint.

Professional development programs: IQAC promote research among faculties by organizing workshop on article writing and reference manager software like Mendelely. Faculties are provided with orientation on different criteria's required for the professional advancement in different stages.

Faculty boost-up programs: Stress management programs has been organized for the faculties including, stress management classes and leisure trips to acquire a work - life balance, to increase the overall efficiency of the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Student satisfactory survey

In every academic year a survey has been conducted among the students to study student satisfaction in various aspects including infrastructure, teaching learning process ec.. Feedbacks collected from the students were thoroughly scrutinised and measures have been taken to improve weak areas.

Feedback analysis on syllabus

This feedback from teachers, students, alumni and employers investigates the depth of curriculum to meet the overall development of a student pursuing graduate and post graduate programs. Analysis on this data is utilized for the policy making of our institution and that of the University through the Syllabus revision committees.

Feedback on online teaching from students & Teachers

During the pandemic, from 2020 march to June 2021 mode of education was completely shifted to online platforms. This shift has brought many challenges and few advantages for students and teachers at the same time. This feedback on online teaching was collected from students and teachers to critically analyse this new way of learning process. Analysis on the data collected from both suggests, a blended learning approach with more weightage to physical learning being an option in the future for efficient knowledge acquisition.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Women Empowerment year 2021-2022 were organized in association with Internal Quality Assessment Cell (IQAC). The activities organized were unique with eminent personalities as chief guest such as Kerala State Women Commission Chairperson. Various programmes included Legal awareness class, talks on Gender equity and relations, Gender Equity in transgender perspective, Mental strengthening etc. A two week gender sensitization campaign through webinar series was also conducted which included 11 webinars. A medical Camp was also being arranged by the club. Detailed report of the activities with photos is attached.

File Description	Documents
Annual gender sensitization action plan	https://stmarysbathery.ac.in/iqacdoc/2021-22/ActionPlan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://stmarysbathery.ac.in/iqacdoc/2021-22/7.1.1.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy

C. Any 2 of the above

Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

The institute's key operations has negligible impact on the environment as the college generates less waste and recycles it by passing through a system that enables its reuse ensuring less consumption of natural resources. For the separation of Solid Waste and its effective management, waste bins are placed separately for dry and wet waste at every corner of the Campus. The Green-colored dustbins are for biodegradable wastes. Blue dustbins are meant for wet waste, disposal of plastic wrappers, non-biodegradable wastes, papers and glass bottles. Broken glass wares are also collected separately and given to vendors. Cleaning or purging of the dustbins is done periodically.

Food waste from campus and hostel is fed into biogas plant in the hostel. Pipe and vermin compost is also available for the same.

The college canteen consciously makes an effort to reduce the use of plastic and uses the steel utensils for serving purposes. Free Bazar is organised periodically for reusing books ,clothes etc as a mission for attaining SDG. E-waste generated is given to the authorized dealers who purchase the scrap and reuse the useful components. The obsolete electronic/electrical instruments are given to the students during the lab sessions to dismantle/ reassemble for application- oriented learning. Most of the chemicals are non-hazardous in our laboratories, output water from the lab is channelled to deep earth pits. Lab In-charges take care of the chemicals and safety measures are followed.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading **A. Any 4 or all of the above**

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

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

The College provides affordable and quality education to every strata of the society in accordance with its Vision and Mission. Faculties and Students from various religions, caste and communities are admitted as part of inclusive nature. Students from Lakshadweep are also admitted to the rolls. One week induction programme is also organized by the institution to all the freshly joined students to have a feel of oneness. The College provides monetary assistance through institutional scholarships/ endowments, which also helps economically backward students to fight financial constraints. Admission is done through a single window system mandated by the University which also ensures inclusivity. Institution also conducts programmes through various clubs which caters inclusive environment. Gender equity club has conducted life skill training sessions , awareness class and webinars on topics related to gender relations and self actualisation. NSS and NCC has practices observance days such as Women's day, Teachers day, Voters day, world day against child labour, Reading day, Kargil Vijay Divas ,Yoga day independence day etc.. Festivals like Holi, Christmas, Onam, etc are celebrated to evoke tolerance and harmony toward cultural and regional diversities. Programmes like Ethnic day, hindi Diwas, fresher's day, farewell party, Valentines week, college day and condolence meet were also organized.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

Every year the institution organizes a one week induction programme to newly admitted students to sensitize them to their duties, responsibilities and to hold on ethics and values in their life. Every year flag hoisting ceremony is done on Independence day and republic day. The institution conducted the 'Voters Day Pledge' on behalf of National Voters Day which is being celebrated on 25th January every year. This programme

helps to remind the newly eligible young voters to register in the electoral roll and to promote their electoral participation. In our college all the faculties, Non teaching staff and students took the pledge. Days of National and international Through various clubs like NCC ,NSS, Women development cell and Gender equity club various programmes were organized to make them feel responsible towards their duties and rights as a citizen of India.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://stmarysbathery.ac.in/igacdoc/2021-22/7.1.9Activities.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 of the above

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

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

SL.No

Name of the event

Date

No: of participants

1

World parents day

01-06-2021

36

2

World environment day

03-06-2021-07-06-2021

58

3

World day against child labor

12-06-2021

82

4

World Blood donor day

14-06-2021

85

5

Reading day

19-06-2021

26

6

World reading day

23-06-2021 to 07-07-2021

48

7

Yoga day

21-06-2021

42

8

Anti drug day

26-06-2021

124

9

World food safety day

01-07-2021

28

10

World Health day

07-07-2021

54

11

World day of international justice

17-07-2021

30

12

Kargil Vijay Divas

26-07-2021

68

13

Hiroshima day

06-08-2021

68

14

Nagasaki day

09-08-2021

68

15

Independence day celebrations

09-08-2021

150

16

International youth day

12-08-2021

42

17

Azadi ka Amruth Mahotsav

13-08-2021

82

18

Organ donation day

13-08-2021

40

19

National teachers day

05-09-2021

66

20

Hindi Divas

14-09-2021

28

21

International peace day

21-09-2021

46

22

Constitutional day

26-09-2021

86

23

World Blood donor day

01-10-2021

107

24

Gandhi Jayanthi

02-10-2021-07-10-2021

114

25

World Mental Health Day

10-10-2021

26

Anti drug day

30-10-2021

126

27

World Aids Day

01-12-2021

58

28

National Youth Day

12-01-2022

78

29

International Pain and Palliative care day

15-01-2022

52

30

National Voters day

25-01-2021

56

31

Republic day

26-01-2022

66

32

National Martyrs day

31-01-2022

55

33

World Cancer day

04-02-2022

50

34

Mathrubhasha dinam

21-02-2022

68

35

International Women's day

08-03-2022

76

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice -I

Title of the Practice

Attainment of sustainable development and biodiversity through green campus initiative.

Best Practice -II

Title of the Practice

Inculcating social awareness against substance abuse

File Description	Documents
Best practices in the Institutional website	https://stmarysbathery.ac.in/igacdoc/2021-22/BEST%20PRACTICE%202021-22.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Wayanad has been ranked third in the country in the Aspirational Districts Programme (ADP) of the NITI Aayog in agriculture and water resources category.

The 'Transformation of Aspirational Districts' Programme aims to expeditiously improve the socio-economic status of 117 districts from across 28 States. Wayanad is the only district selected from the State for the programme.

The college introduced the ARIKE project to work among the socially backward adopted colonies. The project conducted medical camps with free medicines in these colonies in collaboration with the 'Seethalayam' project of the Ayush department. Hygiene and health awareness programs were also conducted. Learning kits were distributed to the children of the colonies. The faculty and students also help the faculties of the anganavadis and spend time telling stories and playing educational games with the students of the anganavadis through the BLOOMS programme.

An anti drug awareness program was conducted in one of the adopted colonies by the NCC students recognizing the menace of the narcotic substance which is prevalent among the adults of the colonies. The department of Economics conducted surveys in the colonies to identify the social issues and also to find the reasons for drop-out ratios in higher education among the youth.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The College follows the University prescribed curriculum and syllabus which is a Choice Based

Credit and Semester System. An academic calendar is prepared at the beginning and before the start of each academic year for both the semesters. The faculties are advised to have individual teaching plans for the papers they handle.

Pre- academic Planning activities:

- A general timetable is prepared by the time table committee by allotting hours for the

general papers like English and Language. The rest of the hours are allotted to the

respective departments.

- Advising the students on their elective choices and recording the same by the

departments.

- Workload is calculated for the faculties.

- A time table is prepared by the HODs of the individual departments and copies are

forwarded to the Principal, Office and the department faculties and students.

- An Academic calendar is prepared for the college by the committee comprising of the

HODs, IQAC and Internal Examination cell

- The teaching faculties are advised to prepare a teaching plan for each of the semesters.

Activities during the Academic year:

- Classrooms teaching, mentoring and internal assessments through exams.
- Others activities like laboratory works, seminars and workshops.
- Internships
- Project works

Post- academic Activities:

- Feedback and assessment
- Submission of internal marks to the office for uploading in the university website.
- University examinations and valuation of papers.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college adheres to the academic calendar which is prepared by a committee comprising of the Principal, HODs and the IQAC committee at the beginning of each academic year for both the semesters. The Continuous Internal Evaluation (CIE) is done through two unit tests as prescribed by the University for the Internal Assessment of the student. The unit tests are conducted under the supervision of the Internal Examination Committee - one at the middle of the semester and other towards the end of the semester. The marks are recorded and displayed. Based on the assessments, inclusive measures are taken for the students identified with low marks through extra classes and class notes. Course-wise assignments are taken from the students. During the pandemic the assignments were submitted digitally in the Google classrooms. Seminars/viva is also conducted each semester course-wise by the individual faculties. The internal marks are prepared based on the unit tests, assignments and seminars/viva which are then uploaded in the university website after considering all the grievances of the students if there are any. The library and the departments maintain

the semester-end question papers. The question papers are also uploaded in the college website for quick reference by the students. The Question Paper Workshops are conducted by the department faculties for helping the students understand the methodology of the question pattern and the answering techniques.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://stmarysbathery.ac.in/Uploads/Documents/Academic%20Calendar%202021-22.pdf

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

36

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

113

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

St. Mary's College envisions the transformation of youth towards an enlightened society made

possible through the conscious efforts of integrating cross cutting issues relevant to Gender,

Environment and Sustainability, Human Values and Professional Ethics into the curriculum.

Development of socially responsible and ethical behaviour has been stated in the

Programme/Course Outcomes of curriculum. Several courses in the syllabus and selected value-

added courses specifically address professional ethics and ethical issues in the respective

disciplines. PG programmes have compulsory audit course on Professional Competency.

Plagiarism Report is mandated for PG Project Reports. .

One orientation programme is held for the first years to prepare them with value systems, ethics

and for their future professional life. Human values are instilled through programmes run by the

NSS, NCC and various clubs.

The Gender Cell and the Womens Cell along with various departments plays the lead role in

shaping the gender sensitive spirit of the college. More over the institution promotes gender neutral games like korf ball.

Environment and Sustainability: Green campus clean campus plays vital role in plastic free

rejuvenation of campus and commands the strict adherence of green protocol in all activities.

College is instrumental in ensuring students participation Swachh Bhart Abhiyan and Unnat

Bharat Abhiyan.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

18

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

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

570

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the	A. All of the above
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syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	
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File Description	Documents
URL for stakeholder feedback report	https://stmarysbathery.ac.in/igacdoc/2021-22/Feedback report on curriculum.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	https://stmarysbathery.ac.in/igacdoc/2021-22/Feedback report on curriculum.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

605

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

262

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The SMC assesses the learning levels of the students in two ways at the time of commencement of the programme. Students enrolled in various disciplines are identified as slow and advanced learners based on their UG marks and a test conducted by each department. The College organizes orientation programme / Induction programmes for fresher's both at the institutional level and departmental level. This process serves as a base for monitoring the future programmes of the students.

Strategy adopted for slow learners and Advanced learners

Remedial classes are conducted with the aim to improve the academic performance of the slow learners. Classes are conducted through online mode.

Group study system is also encouraged with the help of advanced learners

Academic and Career counselling are given to the slow learners

10-20 students are allotted to mentors who help through counselling at students and provide solution to his/her problems.

Advanced learners are encouraged to opt for competitive exams like GATE, JEST, NET, SET, JAM, MAT, K-MAT, PhD Entrance etc

Scholarship and financial aids for advanced learners.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
1654	83

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Student centric methods are used for enhancing learning experiences of the students for the teaching-learning process.

1. Experiential-learning

- The Syllabus includes project work which helps the students to actualize the skills that they have developed during the course of study.
- For real time exposure students are encouraged to participate at National and International level programmes..
- Faculty encourages academically significant field visits/surveys.
- Departments organize industrial visits providing exposure to industrial work culture
- Lectures by experts from industry/academics supplement the teaching process.

2. Participative-learning

- Role play method is used in management/pg courses to supplement teaching
- The activities/camps of NSS/NCC, village adoption, Swatchh bharath and health-awareness camps help to learn social and community welfare.
- Debates are followed in many of the subjects
- Practicals/workshops are conducted.

3. Problem-solving Methodology

- Case study method in teaching-learning process helps to develop problem solving ability and is adopted in management programmes while teaching Business law .
- Discussion methods in subjects helps come up with the opinions & suggestions through Peer learning and question paper discussion developing self learning skills.

4. Collaborative-learning

Collaborations through external agencies like Brahmagiri Development Society, MSSRF helps with research/internships. PSC/Civil service coaching is done through institutes like Dyuthi, Minerva

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

ICT Tools:

1. 21 projectors are available in different classrooms/labs
2. Desktop/Laptops- Arranged at Computer Lab/departments.
3. Printers- Installed in Laboratories/departments.
4. Two Multifunction-Photostat machines are available .
5. 2 scanners are made available.
6. One seminar-hall is equipped with all digital facilities.
7. Auditorium- Equipped with sound-system/projectors.
8. Online Classes through Zoom, Google-Meet, Teachmint, Google-Classroom
9. MOODLE
10. Digital-Library resources (INFLIBNET-NLIST)
- 11.7 Android smart TV installed in classrooms.

Use of ICT by Faculty

A. Faculties use power-point presentations in

their teaching and is equipped with digital libraries,online search engines and websites to prepare effective presentations.

B. Seminar/Conference room are digitally equipped where guest

Lectures and various competitions are regularly organized for students.

C. Faculties prepare online quiz for students after the completion of each unit with

with the help of GOOGLE FORMS.

D. Students are counseled with the help of Zoom / Google meet.

E. Recording of video lectures is made available to students for future referencing.

F. Online competitions- Technical/management events like Poster-making, Project presentations, Debates, paper presentations are being organized with the help of ICT.

G. ICT tools for conducting workshops on latest methods such as SPSS, Programming languages, simulations .

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

83

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

53

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

23

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

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

2.4.3.1 - Total experience of full-time teachers

602

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

As per affiliating University regulations the college conducts internal assessment based on internal examinations, attendance, assignments, seminar /viva. Class tests are done periodically by the faculties for continuous evaluation. Every year an academic calendar is prepared with tentative dates of internal examinations which are strictly followed. At least two internal examinations are conducted for each semester. The question papers for the examinations are prepared as per the university guidelines. The evaluated papers are returned in the stipulated time as prescribed in the academic calendar. Remedies are suggested to prepare them for the external examinations. Hourly attendance is strictly maintained in the attendance registers. At the end of each semester, the attendance secured by the students are published in the notice board. The university has suggested seminar or viva as an assessment component. Seminar topics are given as group/individual in recent trends in the subject and ample time is provided before the presentation. Every student must submit a minimum of one assignment related to each subject per semester. Assignment can be submitted in offline/online mode in prescribed time which is evaluated and the marks are returned. The internal marks are calculated from the above components as per University norms and are displayed on the notice board for transparency. Grievances are met and resolved. Before final submission in the university website, signature of the students is collected to validate the process. The final uploaded internal marks are also displayed on the notice board.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

Internal marks are calculated for theory and practical papers based on the various components as per University regulations and is displayed on the respective department notice boards. Students who are unable to attend the tests due to reasons as NCC/NSS camps, Unavoidable medical necessities etc are given another chance through retests conducted by the departments. A three day time interval is given for students to convey their grievances to their concerned teachers. A PTA

meeting is held every semester where the marks are conveyed and overall feedback of the individual students are discussed. Apart from this, the internal marks of the students are also published on the college websites. The feedback of parents are also considered before final submission of the internal marks. Unresolved issues are discussed with the Class tutor and the department HOD. In most cases the problems are resolved in the department itself. There is a college level Grievance redressal cell constituted as per university norms and comprises of members from various departments who take up the issues which are not solved in the department level and tries to resolve the issues raised by the students efficiently in a time bound way. All grievances are met in pro-student manner. The meetings of the grievance cell are recorded in the minute's book

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

POs, PSOs and COs are developed by the Board of Studies of each of the Subjects by the affiliating University. This is then published in the University website and is forwarded to all the affiliating colleges. The college has clearly stated learning outcomes of the Programs and Courses. The College adopts Outcome based education rather than input oriented bell shaped curve of learning. Hard Copy of syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students and softcopy of the same is forwarded to the respective faculties through email and is also published in institutional website. Graduate attributes are described to the first year students at the commencement of the programme. The students are also communicated about the Programme outcomes, Programme Specific Outcomes and Course outcomes through Tutorial meeting. The students are intimated that the COs are available in the website. During the discussion of the course, the outcomes of the course are also focused.. During the commencement of each unit and after the completion of the unit, the course

outcomes are reviewed.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://stmarysbathery.ac.in/Pages/Article/LearningOutcomes.php
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The programme outcomes and course outcomes are evaluated by the institution through a transparent mechanism with unit tests, seminars/viva voce, project work and surveys and these components are as per the university regulations. In each academic year the department wise pass percentage is calculated and toppers and rank holders are identified for felicitation. Based on the pass percentage, a result analysis is conducted to understand the levels of attainment of POs and COs. For this a department level course wise analysis is done and courses with marked variations are noted. Department level meetings are conducted to discuss the reasons for the variations and proactive measures are taken to make improvements with the future teaching-learning process. Students who pass the competitive examinations (NET/JRF/CSIR/SET etc) and those who join higher studies in India /abroad and those who got placements are reckoned. An evaluation is made on the number of students progressing in the same stream and continues in the college for their higher education. Evaluation of the whole process is also carried out through a well organized feedback mechanism from the stakeholders. As part of this there was an active participation in college alumni registration.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://stmarysbathery.ac.in/Pages/Article/LearningOutcomes.php

2.6.3 - Pass percentage of Students during the year

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

466

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://stmarysbathery.ac.in/igacdoc/2021-22/SSS2021-22.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

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

0

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

2

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

St. Mary's College, Sulthan Bathery has created an ecosystem for innovations/initiatives for the upliftment of its stakeholders. The institution provides both online and offline databases to the stakeholders for the acquisition of knowledge and wisdom. The college has given access to Nlist and URKUND for research. The faculty members are encouraged to organize/participate in workshops, seminars, conferences, refresher/ orientation/short-term courses and publish research papers etc. The institution encourages PhD holders to apply for guideship and others to register for PhD. To inculcate entrepreneurial skills among students, the college has created an ED Club which hosts many activities to activate entrepreneurial ideas and skills among students. The Young Innovators Programme under the Kerala Development and Innovation Strategic Council is initiated in the college to empower future innovators to innovate new products/ services and to meet emerging requirements, unarticulated needs, or existing market needs of society more effectively. The college motivates faculty members to sign more MoUs to strengthen the institution in academic and research areas. All the students have to undergo compulsory project work as part of their curriculum with an aim to build a good research aptitude in them.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

3

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards	
3.3.1 - Number of Ph.Ds registered per eligible teacher during the year	
3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year	
4	
File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File
3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year	
3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year	
12	
File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File
3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year	
3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year	
3	

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

With the support of NCC unit, the Field outreach Bureau conducted a webinar on 'Secure Cyber Space'. They associated with Periyar Tiger Reserve for the Plastic Awareness Challenge Campaign through a video message. They also collaborated with Excise Department for an awareness session, a flash mob and participated in a short film competition as part of the Anti-Drug Campaign in Vellapattu Colony; followed a cycle expedition that was flagged off at the college campaign.

NSS volunteers conducted a sanitization program at the Government High School, Kuppadi, just before the school reopened after lockdown.

The Dept. of Computer Applications organized a seminar on 'Cyber Security Awareness', for the high school students of St. Mary's School, Sulthan Bathery.

A faculty from the Dept. of Chemistry provided technical advice to Marakkara Gram Panchayat, about analyzing the quality of Bio Bins. The dept. also organized a 2-day science exhibition, "CHEMExpo".

The PG Dept. of English spent a day with the students of the Government school, Kuppadi to introduce literary concepts through innovative activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from

government / government recognized bodies during the year**3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

0

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

8

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

1852

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

1

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

11

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

CLASSROOMS

The college offers spacious and well-ventilated classrooms. The class rooms, staff rooms and laboratories are segregated into a single unit for each department. All departments are provided with LCD facilities.

- 62 classrooms, out of which 25 have LCD projectors

33 for 11 UG programmes

16 for 8 PG programmes

5 combined classrooms

8 common classrooms

- 8 smart TVs
- 2 Seminar Halls
- 1 Central Store
- a Reprographic Centre for DTP, photocopying etc.
- Internet/Wi-Fi with 100 mbps

ICT FACILITIES

The college has a total of 118 computers. Every department is provided with computer and internet access. Wi-Fi is available in all departments for use at a speed of

100Mbps. The seminar hall is also equipped with a projector and Wi-Fi connectivity.

LABORATORY FACILITIES

All Science departments (Physics, Chemistry, Botany and Zoology) have well-equipped laboratories for a hands-on experience of experimental research in the respective fields.

- 10 Science Laboratories
- 1 Language Lab
- 3 Computer Labs
- 1 Botany Lab
- 1 Zoology Lab
- 1 Biochemistry Lab
- 1 Herbarium Room
- Taxonomy Lab
- Anatomy Lab
- Biochemistry Lab

FIST Funded Research Laboratory: The College was allotted a FIST funded laboratory, catering to the requirements of the science departments. The laboratory aims to foster cutting-edge research for scholars.

LIBRARY FACILITY

- Floor Zone: 6000 Sq. Ft
- Total Seating Capacity: 170 people
- Reading Hall
- N-List Subscription
- Original Software to Check Plagiarism
- E-learning Facility

OTHER FACILITIES

- Separate hostels for boys accommodating 100 students and 2 girls hostels with 200 capacity
- Sports hostel
- Gymnasium
- Co-operative store
- Canteen
- Separate parking area for staff and students
- Girls Restroom
- Separate toilets for boys, girls and differently-abled

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college provides enough amenities to assist the non-scholastic faculty.

SPORTS AND GAMES

The campus includes a college ground covering an area of 6000 sqft.

The Wayanad Cricket Association conducts Cricket training camps, tournaments and regular practice sessions in collaboration with the college.

Numerous physical examinations are held on the ground as part of various governmental recruitment procedures.

NCC Cadets are allotted a specific area for the NCC events and a firing range for practice.

- A 200 meters track with 8 lanes
- A Basketball Court
- 2 Volleyball Courts and a Volleyball Academy with 2 Reputed Coaches
- A Football Court 95m*57m
- A Cricket Net
- A Tennis Court
- A Well-equipped gymnasium
- A Yoga and Fitness Center
- A Jumping Pit
- A Korfball Court
- A Table Tennis Board
- Sports Hostel
- Regular Football Camp by Parappur Football Academy

YOGA

- Weekly yoga sessions are conducted by yoga trainers from AYUSH, Ministry of India, for women.
- Gym training conducted for women by AYUSH trainers.

CULTURAL ACTIVITIES

The college has a number of venues for cultural events and scholarly events.

- 1 Outdoor Concert Venue
- Jubilee Basement Hall
- Seminar Hall (CAPACITY)
- Bamboo Garden
- A Natural Amphitheatre
- Admin Garden
- Graffiti Walls [E.g. Freedom Wall]
- Zumba/ Dance Room

Additional Facilities

- The college has a Boys Hostel and three Girls Hostels.
- The institution has a canteen.
- A day care in the hostel compound to aid the needs of working women.
- Toilets and ramps for differently abled students are under construction.
- The Campus has adequate number of washrooms.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

26

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

10173602

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

- Automated Library- Automated with an inhouse software called CMS (College Management system), integrated software with college office. Library automation done during 2005 and bar-coded in 2013. OPAC facility is available for searching bibliographic details of all the books such as Title, author, subject, Contents of book, Call Number

(Trial version of new software 'Necttos' integrated with college office, Library and students attendance is also running along with CMS, through this app students can access

OPAC, Book Renewal, Previous year Question papers, e resources etc..)

College Library has a collection of nearly 40000 books and 72 Periodicals including 9 newspapers in print form and also includes 20 Braille materials, Encyclopedias, Dictionaries and yearbooks.

- Provides open access system
- OPAC facility is available for searching bibliographic details of all the books such as Title, author, subject, Contents of book, Call Number
- Wi-Fi facility on demand
- E-learning facility with 5 computers (1 computer reserved for visually challenged. users serving with NVDA and ORKA screen reading supporting software)
- Subscribed UGC-INFLIBNET's N-LIST (National Library and Information services for scholarly content) from 2011 onwards
- Remote access of online resources are available through NLIST
- Similarity checking services for plagiarism using Ouriginal by Turnitin (formerly URKUND) - access provided by University of Calicut 2019 onwards
- CCTV

Special Collections:

- Braille Collection: Library has a special collection of 20 Braille materials help the students to aware about the Braille.
- There is a collection showcasing Wayanad writers and writings on Wayanad.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-

A. Any 4 or more of the above

ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

306464

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

57

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The college strives to provide cutting-edge technology, regularly updates its ICT facilities, and also purchases new equipment as necessary to ensure efficient operation.

The college migrated to a full-featured software package to manage all of its operations, including the library's features. NECTTOS, a web and mobile application, was launched on a trial basis throughout the year to test its functionality. It is a complete automated solution for admissions, office administration, IQAC, Attendance and library.

MOODLE was introduced for blended learning as part of the DIGICOL services of the government of Kerala.

The Department staff rooms are equipped with computers/printers and wifi. The college has 125 computers for academic and administration purposes. The computers of the department laboratories are maintained properly and replaced if needed.

The computers in the library are used for internet browsing where internet and wifi access is provided in the college at a speed of 100 Mbps. Majority of the classrooms are fitted with projector and smart TVs for enabled learning. Portable recharge speakers with neck band microphones are provided for the faculty.

The college is fully under CCTV surveillance. There is a dynamic college website which is maintained by the technical team of the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

118

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

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

1429720

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The college has established intending system to know the requirements of the departments and also to do a regular maintenance of the infrastructure and the premises.

Annual maintenance of the labs are done and at the onset of every year, the heads of the departments of every science departments study the syllabus and make requests for the necessary additions. Purchase is done accordingly.

The computers are also maintained annually and additions are made according to the need. Repair is done as needed and replacements are made accordingly.

The projectors and the SMART TVs are also maintained at regular intervals.

The Physical education department makes regular note of the condition of the sports equipments of the complex and maintenance and additions is done as per the requirements.

Annual stock checking is done by the staff of the college at the different departments and Library.

Library has its own methods of checking the condition of the books; damaged ones are replaced as per the need

The stock register maintained in the departments are checked and verified at the close of every year.

Regular maintenance and upgradation of the classrooms are done annually, repairs are done.

Intending system is utilised to regulate the infrastructure upgradation and maintenance of the same.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stmarysbathery.ac.in/igacdoc/2021-22/4.4.2.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1222

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

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

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

83

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

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

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

10

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

106

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

Civil Services/State government examinations)

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

30

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

5.3 - Student Participation and Activities

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

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

5

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

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

The college has devised various cells and clubs for the

smooth functioning of its activities involving the student community and overseen by the faculty coordinators.

The various clubs are

NSS , NCC , Cultural Club ,MGOCSM ,Anti Drug ,Club Yoga & Fitness Club,Grievance Redressal Cell ,Club for differently-abled ,Students Council ,Literary Club ,Red Ribbon ,Women's Club ,Gender equity cell ,ED club etc..

Due to the covid pandemic, the election for the college student union which normally happens as per the university norms did not take place during the academic year. Majority of the co-curricular activities like sports and other cultural events had been suspended due to the restrictions and continuous examinations. Despite this, the student representatives conducted some programs like ODYSSEY, AKIRA- the ethnic day, HYDYAM celebrations, Kerala Piravi Celebrations, Christmas Celebrations, Holi celebrations. Apart from the regular NCC and NSS activities, activities to overcome the covid pandemic were conducted through awareness/campaigns-both online and offline.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

15

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

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

The college has an active alumni participating in various activities of the college. This year we registered our Alumni Association named "SASWATH - St. Mary's College Alumni Association" on 16th March, 2022 with registration no-WYD/CA/63/2022. Also the Alumni students of our college tries to help the current students in every possible way by conducting seminars, NET coaching. The association holds regular meetings to plan yearly activities. The Alumni Association wishes to contribute more to the college in the coming years by organizing various student oriented activities and charity.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

St.Mary's College, the first higher educational institution in Wayanad has produced thousands of first generation learners and is locally administered by a Committee of Diocese Manager, Secretary, Principal and Bursar. The Management follows a hierarchy with the Principal, IQAC Coordinator, College Council, HODs, Office Superintendent and Coordinator of Cells and Clubs. The committees plan all the activities in accordance with the vision and mission of the college. It functions in compliance with the rules/regulations of Kerala Government, UGC, University of Calicut and by decisions of educational agency. The College ensures decentralized and participatory governance and does so by the theory of management by exception by collaborative administration incorporating all stakeholders. Policies related to academics, administration, finance, infrastructural development and extracurricular activities are planned and executed with representations of stakeholders.

The transparent nature is visible in the dynamic processes of decision making, policy framing, feedback appraisals and implementations. The students participate in the governance through effective representation through Student Council, advised by Staff Advisor. Grievances of the students are represented and resolved in the appropriate committees. There is a feedback system to evaluate faculties and the facilities of the college by various stakeholders. Appraisal mechanisms also assist in effective leadership

File Description	Documents
Paste link for additional information	https://stmarysbathery.ac.in/igacdoc/organogram.pdf
Upload any additional information	No File Uploaded

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

The effective Leadership is reflected in various institutional practices such as decentralization and participative management as given below:

The Board of Trustees and Advisory Committee constitute the supreme body that formulates governance and general Policies and takes major Financial and Developmental Decisions

Management and the Principal decided to take up the project after a meeting with the extended members. Owing to the limitations of various resources due to covid pandemic, the committee decided to hand over the project to the NCC,NSS and various clubs of the college.

Governing Council formulates the Academic and Administrative Policies, approves New programmes and Annual Budget

Academic Council is empowered for the design of Curriculum and Syllabi; and make regulations regarding Admission

College Council is empowered to consider and report on cases of discipline referred to it by the principal

The Heads of Departments are empowered to run regular functioning of the college exercising collegiality with the faculty of the department

IQAC Coordinator is authorized to verify PBAS for faculty promotion and ensured the quality of various programmes conducted

Students participate in governance of college through department.

Participative Management In 2021-22, under the supervision of IQAC curriculum restructuring initiatives were originated from Academic and Administrative Audit in a decentralized fashion

IQAC collected Feedbacks on syllabus from students, faculty, alumni and employers, analyzed it and reports were availed to respective departments

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

St Mary's college acknowledging it's part in higher education, building upon its strong foundations in the field of education since 1965, used to follow a well structured strategic plan with well defined motives. The college prepared the strategic plans after discussions held in the IQAC Meetings , Meetings of Management council and also from the valuable interactions with various departments in the college. For the successful implementation of the strategic plans adequate ad hoc committee was also established.

Among the strategic plans that have been successfully implemented, an infrastructural development project , inorder to provide better academic facilities for students is quite noteworthy. Bearing in mind the need for additional class rooms for newly granted courses the college has strategically planned the construction of a new block.

Research: With the vision of fostering socially relevant research in academic disciplines and also to contribute to the nation building process

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	View File

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

The organogram of the institution mainly constitutes the educational agency which is headed by the Metropolitan Trustee of the Church followed by the Local manager, and Governing Board Secretary and the Principal. Management follows the Principle of Management by Exception.

The Principal is given functional autonomy and is supported by the College Council, IQAC, Department Heads, and the administrative team, which is led by the Superintendent. The Office of the Bursar examines the institution's financial issues and collaborates with the Principal. College-level quality assurance techniques and procedures are adopted based on the recommendations made by the IQAC committee. Student unions encourage greater participation from the student body in the process. Under the supervision of the Principal, the Head Warden oversees 4 UG/PG hostels, while the boys' and girls' hostels have separate wardens. A powerful PTA body actively participates in the operation of the institution to improve it. A group of ministerial employees maintains the cleanliness of the college's facilities.

The Library functions with help of the library staff headed by the librarian. The conduct of the internal/external examinations is done smoothly with the examination cell headed by the chief- superintendent of examinations.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://stmarysbathery.ac.in/igacdoc/organogram.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

St. Mary's college has effective welfare measures for teaching and non- teaching staff. College guarantees career advancement and security to its employees by providing following statutory and voluntary facilities. 1. Financial Assistance Festival Bonus Salary Advancement Scheme. Salary advance for guest and permanent faculty awaiting government approval 2. Statutory Welfare Measures Provident Fund Group Insurance Scheme State Life Insurance Scheme Maternity Leave Paternity Leave Medical leave National Pension Scheme 3. Physical and Health Assistance Gym facilities Zumba classes for lady staff Yoga classes Audio enhancing system for teachers managing large class rooms 4. Awards and Acknowledgements Incentives and awards for completing PhD and guideship recognition Awards for outstanding Research

Publications Awards for qualifying NET for faculty of self financing departments 5. Miscellaneous Welfare measures

Daycare Centre, Car Parking, Canteen facility, staff Discussion Rooms Annual Staff Picnic, Ladies staff Tour, Non-Teaching Staff Tour

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

13

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

16

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Performance Appraisal System for Teaching Staff The institution has an effective Feedback System for evaluating Teaching Staff, in which Principal collects the reports from

the department wise feedback mechanism. The Principal takes Student feedback on academic staff separately and analyzed. The Self-Appraisal Report (SAR) of all teaching staff is taken on annual basis using structured questionnaire. Senior faculty members of the department groom the new recruits to help them to enhance their teaching and evaluation performance. The Feedback received from the above is communicated to the individual faculty members confidentially by the Principal and suggestions are given to each faculty for further improvement.

Performance Appraisal System for non-teaching staff Based on the performance and the feedback, the principal takes personal interest in guiding the nonteaching Staff. The senior staff in the administrative section grooms the new recruits to help them to enhance their performance. The non-teaching Staff members have assigned to work in different

capacities on rotation basis. The appraisal reports are analyzed and the working ability of individuals is assessed. The college organizes Academic Administrative Audit (AAA) annually and the output of the same is communicated to the Teaching and Non-Teaching Staff with suggestions for improvisation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

St. Mary's College has conducts external and internal audits forboth Government and Non-Government funds regularly.

1. Internal Audit is carried out annually by the internal auditingteam appointed by the management. Concurrent Auditing is also doneregularly for the self-finance accounts.

2. External Audit:

(i). Statutory Audits by the Chartered Accountants are conducted annually by the Chartered Accountants.

(ii). Government Audits: by the Accountant's General's Office, Trivandrum; by the Directorate of Collegiate Education, Government of Kerala

(a). External Audit by Account General (AG) are conducted periodically. DCE, Govt of Kerala verify the utilization of funds received from the Central and State government agencies like grants from UGC, RUSA, CPE, Autonomy Grant, DST-FIST.

(b). External Audit by Directorate of Collegiate Education (DCE), Govt of Kerala: conducts every year. They verify Cash Book, acquaintance of staff, SC/ST/OEC acquaintance, E-grants Account, Caution Deposit and Fee receipts.

(c). External Audits for UGC Funds: The college conducts external financial audit for all the grants received from UGC.

Audit Objections and Rectifications:

The audit objections are rectified by the accounts department and an Action Taken Report with explanation is submitted to the Finance Committee and also sent to the auditor for final approval.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

8324096

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

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

The College has a well-functioning Planning Board having the responsibility for assessing, planning and fund raising activities of the college. A budget is prepared at the beginning of the financial year for infrastructure development and for academic/administrative activities. The major sources of funds :

Mobilization of Funds:

- Earned income: Fee collected from students
- Central Government Funds: UGC, RUSA, DST-FIST, Scholarships etc.
- State Government Funds: Grant-in-aid for salary, State government fund for NSS, ASAP, WWS, SSP.
- Non-Government Funds: 1. Endowment awards, 2. Management's Contributions,
- PTA funds,
- staff Contributions,
- Rents from external bodies.

The College utilizes funds for:

- New Infrastructure Development and Infrastructure Maintenance
- Salary
- Procurement and maintenance of Equipments
- Conducting Seminars/ Workshops 5.Student Support (Scholarships, Fee Concessions and Freeships)
- Conducting Extension Activities
- Sports Promotion Activities
- Library Expenses

- Examination Expenses
- Seed money for Research.

The Management and PTA funds are used to meet the developmental/ maintenance and academic needs. Management assistance includes financing for infrastructure developments, salary to self-financing staff, scholarships for needy students.

The purchase committee seeks quotations from vendors for various purchases. The quotations are scrutinized by the finance and purchase committee before a final decision is made. The intervention of the management is sought in case the expenditure exceeds the budget. Internal/external auditing is conducted to ensure utilization and proper accounting of funds. Accounts are maintained by Head Accountant and the Principal is accountable for all the financial transactions.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Induction programs for faculties and students: IQAC has been conducting faculty induction programs for newly appointed teachers which include welcome to institutional family, exposure to academic culture of the institution, familiarization of infrastructure facilities. Student induction programs were conducted by ensuring the participation of parent community also, include orientations classes and department level meetings.

Faculty enrichment programs: Different training programs to enhance teaching ability of faculties has been conducted, include training on Learning Management System (LMS) and learning software's like Teachmint.

Professional development programs: IQAC promote research among faculties by organizing workshop on article writing and reference manager software like Mendelely. Faculties are provided with orientation on different criteria's required for the professional advancement in different stages.

Faculty boost-up programs: Stress management programs has been organized for the faculties including, stress management classes and leisure trips to acquire a work - life balance, to increase the overall efficiency of the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Student satisfactory survey

In every academic year a survey has been conducted among the students to study student satisfaction in various aspects including infrastructure, teaching learning process ec.. Feedbacks collected from the students were thoroughly scrutinised and measures have been taken to improve weak areas.

Feedback analysis on syllabus

This feedback from teachers, students, alumni and employers investigates the depth of curriculum to meet the overall development of a student pursuing graduate and post graduate programs. Analysis on this data is utilized for the policy making of our institution and that of the University through the Syllabus revision comities.

Feedback on online teaching from students & Teachers

During the pandemic, from 2020 march to June 2021 mode of education was completely shifted to online platforms. This shift has brought many challenges and few advantages for

students and teachers at the same time. This feedback on online teaching was collected from students and teachers to critically analyse this new way of learning process. Analysis on the data collected from both suggests, a blended learning approach with more weightage to physical learning being an option in the future for efficient knowledge acquisition.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Women Empowerment year 2021-2022 were organized in

association with Internal Quality Assessment Cell (IQAC).The activities organized were unique with eminent personalities as chief guest such as Kerala State Women Commission Chairperson. Various programmes included Legal awareness class, talks on Gender equity and relations, Gender Equity in transgender perspective, Mental strengthening etc. A two week gender sensitization campaign through webinar series was also conducted which included 11 webinars. A medical Camp was also being arranged by the club. Detailed report of the activities with photos is attached.

File Description	Documents
Annual gender sensitization action plan	https://stmarysbathery.ac.in/iqacdoc/2021-22/ActionPlan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://stmarysbathery.ac.in/iqacdoc/2021-22/7.1.1.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

The institute's key operations has negligible impact on the environment as the college generates less waste and recycles it by passing through a system that enables its reuse ensuring less consumption of natural resources. For the

separation of Solid Waste and its effective management, waste bins are placed separately for dry and wet waste at every corner of the Campus. The Green-colored dustbins are for biodegradable wastes. Blue dustbins are meant for wet waste, disposal of plastic wrappers, non-biodegradable wastes, papers and glass bottles. Broken glass wares are also collected separately and given to vendors. Cleaning or purging of the dustbins is done periodically.

Food waste from campus and hostel is fed into biogas plant in the hostel. Pipe and vermin compost is also available for the same.

The college canteen consciously makes an effort to reduce the use of plastic and uses the steel utensils for serving purposes. Free Bazar is organised periodically for reusing books ,clothes etc as a mission for attaining SDG. E-waste generated is given to the authorized dealers who purchase the scrap and reuse the useful components. The obsolete electronic/electrical instruments are given to the students during the lab sessions to dismantle/ reassemble for application- oriented learning. Most of the chemicals are non-hazardous in our laboratories, output water from the lab is channelled to deep earth pits. Lab In-charges take care of the chemicals and safety measures are followed.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

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

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

The College provides affordable and quality education to

every strata of the society in accordance with its Vision and Mission. Faculties and Students from various religions, caste and communities are admitted as part of inclusive nature. Students from Lakshadweep are also admitted to the rolls. One week induction programme is also organized by the institution to all the freshly joined students to have a feel of oneness. The College provides monetary assistance through institutional scholarships/ endowments, which also helps economically backward students to fight financial constraints. Admission is done through a single window system mandated by the University which also ensures inclusivity. Institution also conducts programmes through various clubs which caters inclusive environment. Gender equity club has conducted life skill training sessions , awareness class and webinars on topics related to gender relations and self actualisation. NSS and NCC has practices observance days such as Women's day, Teachers day, Voters day, world day against child labour, Reading day, Kargil Vijay Divas ,Yoga day independence day etc.. Festivals like Holi, Christmas, Onam, etc are celebrated to evoke tolerance and harmony toward cultural and regional diversities. Programmes like Ethnic day, hindi Diwas, fresher's day, farewell party, Valentines week, college day and condolence meet were also organized.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

Every year the institution organizes a one week induction programme to newly admitted students to sensitize them to their duties, responsibilities and to hold on ethics and values in their life. Every year flag hoisting ceremony is done on Independence day and republic day. The institution conducted the 'Voters Day Pledge' on behalf of National Voters Day which is being celebrated on 25th January every year. This programme helps to remind the newly eligible young voters to register in the electoral roll and to promote their

electoral participation. In our college all the faculties, Non teaching staff and students took the pledge. Days of National and international Through various clubs like NCC ,NSS, Women development cell and Gender equity club various programmes were organized to make them feel responsible towards their duties and rights as a citizen of India.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://stmarysbathery.ac.in/iqacdoc/2021-22/7.1.9Activities.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 of the above

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

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

SL.No	Name of the event	Date	No: of participants
1	World parents day	01-06-2021	36
2	World environment day	03-06-2021-07-06-2021	58
3	World day against child labor	12-06-2021	82
4	World Blood donor day	14-06-2021	85
5	Reading day		

19-06-2021

26

6

World reading day

23-06-2021 to 07-07-2021

48

7

Yoga day

21-06-2021

42

8

Anti drug day

26-06-2021

124

9

World food safety day

01-07-2021

28

10

World Health day

07-07-2021

54

11

World day of international justice

17-07-2021

30

12

Kargil Vijay Divas

26-07-2021

68

13

Hiroshima day

06-08-2021

68

14

Nagasaki day

09-08-2021

68

15

Independence day celebrations

09-08-2021

150

16

International youth day

12-08-2021

42

17

Azadi ka Amruth Mahotsav

13-08-2021

82

18

Organ donation day

13-08-2021

40

19

National teachers day

05-09-2021

66

20

Hindi Divas

14-09-2021

28

21

International peace day

21-09-2021

46

22

Constitutional day

26-09-2021

86

23

World Blood donor day

01-10-2021

107

24

Gandhi Jayanthi

02-10-2021-07-10-2021

114

25

World Mental Health Day

10-10-2021

26

Anti drug day

30-10-2021

126

27

World Aids Day

01-12-2021

58

28

National Youth Day

12-01-2022

78

29

International Pain and Palliative care day

15-01-2022

52

30

National Voters day

25-01-2021

56

31

Republic day

26-01-2022

66

32

National Martyrs day

31-01-2022

55

33

World Cancer day

04-02-2022

50

34

Mathrubhasha dinam

21-02-2022

68

35

International Women's day

08-03-2022

76

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice -I

Title of the Practice

Attainment of sustainable development and biodiversity through green campus initiative.

Best Practice -II

Title of the Practice

Inculcating social awareness against substance abuse

File Description	Documents
Best practices in the Institutional website	https://stmarysbathery.ac.in/igacdoc/2021-22/BEST%20PRACTICE%202021-22.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Wayanad has been ranked third in the country in the Aspirational Districts Programme (ADP) of the NITI Aayog in agriculture and water resources category.

The 'Transformation of Aspirational Districts' Programme aims to expeditiously improve the socio-economic status of 117 districts from across 28 States. Wayanad is the only district selected from the State for the programme.

The college introduced the ARIKE project to work among the socially backward adopted colonies. The project conducted medical camps with free medicines in these colonies in collaboration with the 'Seethalayam' project of the Ayush department. Hygiene and health awareness programs were also conducted. Learning kits were distributed to the children of the colonies. The faculty and students also help the faculties of the anganavadis and spend time telling stories and playing educational games with the students of the anganavadis through the BLOOMS programme.

An anti drug awareness program was conducted in one of the adopted colonies by the NCC students recognizing the menace of the narcotic substance which is prevalent among the adults of the colonies. The department of Economics conducted surveys in the colonies to identify the social issues and also to find the reasons for drop-out ratios in higher education among the youth.

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

7.3.2 - Plan of action for the next academic year

- Preparations for the upcoming NAAC Visit
- Improving the infrastructure for the differently abled-ramps and pathway
- Create more placement opportunities
- To create hybrid learning to bridge the gap between the offline and online learning environment
- To increase the number of collaboration, certificate programmes offered
- To start medical clinics for the students/faculty and the neighbouring community
- To publish a research journal focussing on the traditions and culture of Wayanad.