



SELF STUDY REPORT

FOR

4th CYCLE OF ACCREDITATION

ST.MARY'S COLLEGE, SULTHAN BATHERY

**ST.MARYS COLLEGE KUPPADI POST SULTHAN BATHERY WAYANAD,
KERALA, INDIA**

673592

www.stmarysbathery.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

April 2023

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The **Malankara Orthodox Syrian Church** of AD 52, which played a key role in the establishment of the first college in the nation at its Seminary in Kottayam, Kerala, in 1815, is the sponsor of the prestigious St. Mary's College at Sulthan Bathery. **Reverend Fr. Mathai Nooranal**, a young priest, founded the **College in 1965**. The College, which is affiliated with the **University of Calicut** and founded in compliance with Sections **2(f) and 12(B)** of the UGC Act 1956, provides **11 undergraduate, 9 graduate, and 4 research programs in Humanities, Social Sciences, and Commerce** with a prestigious DST-FIST Laboratory to the minority-concentrated backward hill district of Wayanad, which is primarily made up of migrant communities and the **tribal people**, of whom 96% live in villages. It has earned accreditation from the NAAC in the third cycle with 'A' Grade.

The College has over **1800 students, 82 faculty members and 50 administrative staff** members, of whom, the majority are female. It is situated on a tranquil **32-acre campus** with a Higher Secondary School and a High School. It offers one hostel for male students and three housing options for female students, including a sports hostel. The built-up area of the college is **1,40,000 square feet**. It is tucked away in the **Western Ghats' hill ranges, close to the national parks of Muthumalai, Bandipur, and Wayanad**. The campus is located at a height of roughly 3000 feet MSL. The temperature ranges from 15°C to 30°C, and there is an average annual rainfall of roughly 250 cm. The climate is humid and cool.

The college engages in a variety of programs that **address environmental issues, human values, gender sensitization, and community development** in accordance with the Sustainable Development Goals (SDGs) and UNAI principles. To name a few, the College **received recognition** for its committed service to the society during the **flood disasters of 2018 and 2019 and the COVID-19 pandemics**. In addition to its multifaceted accomplishments, it also excels in extracurricular activities, with the **top Volleyball teams in the university and the best NCC Unit in the State**.

Vision

It takes a lot of imagination and vision for the impossible to happen because a college was the last thing that could happen in Wayanad way back in the 1960s.

It took a lot of vision and missionary zest to put the very idea of a higher education institution into practice. The source of the driving force of the institution is reflected in its Vision Statement which is enumerated below:

- It is the vision of the founding father that **Education is Liberating**.

(Because, education leads to freedom of thought and expression and thereby liberty.)

- It is the vision of the founding father that **Information is Power**.

(Because, knowledge is the foundation for change and development resulting in empowerment of the individual)

- It is the vision of the founding father that Information which is transformed into Knowledge and Knowledge that is transformed into Wisdom shall form the foundation of a democratic and secular society which could mould upright citizens with civic sense and social commitment.

(Because, rationalism is the base for a democratic society)

- It is the vision of the founding father of the institution that "**Faith in God is the beginning of Wisdom**".

(Because, the ultimate method of education is dispassionate inquiry which is founded on one's acceptance of a reality which is greater than him or incomprehensible.)

- By fostering knowledge and wisdom, the transformation of the individual is directed into perfection.

(Because, human endeavor is rendered meaningful by means of its trial of growing to the perfect or perfection.)

- The beginning of transformation, therefore, is embedded in **intellectual inquisitiveness**.

(Because intellectual inquisitiveness results in knowledge which results in liberation, thereby proving the dictum, "Education is Liberating".)

As far as the population of Wayanad is concerned, the institution liberated them from the shackles of the limitation of space and imagination by opening up the skies of higher education.

Above all, the institution offered a grand example of how a noble vision can take the shape in material terms.

Mission

A grand Vision is transformed into reality when and only when it is translated into a missionary endeavor. To make the dictum, "Education is Liberating" practically possible, it needs to start from intellectual inquisitiveness. There shall be a zest for acquisition of knowledge. The mission should have the objective in mind, namely, to mould upright citizens with a civic sense and social commitment.

The Missionary Statements of the institution can be listed as follows.

- To arouse intellectual inquisitiveness.
- To instill a zest for acquisition of knowledge.
- To mould upright citizens with a **civic sense and social commitment**.
- To foster absolute **trust in God** and to lead a creative life.

All the programmes and policies of the institution are knitted together for a grand synergy which is reflected in its performance.

The Motto of the College is nothing but "**With God Nothing Shall be Impossible**". This is a verse from the bible from an occasion when the impossible was about to happen.

The Management policy is characterized by delegation and decentralization resulting in “**Management by Exception**”.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

The institution has the legacy of being the **first institution of higher education in the district** catering to first generation learners and distinctive to the empowerment of the tribal population

- A Higher Education Institution with **11 undergraduate and 9 post graduate programmes and 5 departments offering research guideship.**
- The **best NCC Unit** in the state under Kerala and Lakshadweep Directorate for the past two years.
- Geographically located on the mountains, sharing **borders with 2 states**
- Sustainable and biodiversity development through **green campus and energy efficient initiatives** powered by
 - 10kw offgrid solar with 15kw in the pipeline by RUSA funded
 - **6 collection tanks** with a capacity of 10 lakh litres for rooftop water harvesting
 - **Sewage treatment plant** of 45000 litres capacity
 - Multiple rainwater pits for surface water harvesting
 - Two open wells
 - Proper waste management through composting pipes, composting pits and vermicompost
 - Maintained through external and internal audits
- Aimed at the **holistic development of the youth**
- Competent and **well qualified staff** with young faculties
- Digitally enabled administration, admission, library, teaching-learning evaluation
- Socially committed Management ,PTA and Alumni
- **Disable friendly campus** with complete connectivity with multi-storey ramps to all built-up areas.
- **DST/FIST funded laboratory**
- Well maintained laboratories, research equipments and sports facilities
- Remarkable student **achievements in academics and sports**
- Transparency of the Management in functioning
- **Hostel facilities** with 2 ladies, 1 boys, 1 sports hostel with 300 plus students
- One of the greenest campuses in the state with multiple gardens with 1200 trees, medicinal plants and a natural green habitat
- Self sufficient kitchens with dairy, poultry farm ,vegetable farm
- Student supports rendered with various scholarships and endowments
- **Ayush sponsored Homoeo clinic, Kudumbasree sponsored counseling center and gymnasium.**
- Various courts and grounds to promote athletic and sporting activities.
- A Football and cricket ground used by
 - **Kerala Cricket Association**
 - **District Election Commission**
 - Nearby schools, colleges for their annual sports meet
 - Army ,PSC and other governmental agencies for recruitment rallies
 - Associations for public fairs and exhibitions
 - Neighborhood community for jogging
- **Kerala Sports Council sponsored Volley-ball academy.**

- Effective social involvement through NCC, NSS and various Clubs.

Institutional Weakness

- Geographical location restricted by air and rail connectivity limits Industry- Academia collaborations and campus placements
- Wayanad which is scheduled as an Aspirational and backward district, the economical constraints compel the students to look for immediate careers and hence do not proceed with their higher studies.
- Non-allocation of research centers due to the restrictions by the affiliating university on account of the postgraduate courses being self-financing courses.
- Delay in Examination Results as scheduled by the affiliating university.
- **Lack of Academic freedom to start new courses.**
- Fewer certificate programme due to lack of resource persons and commutation facilities
- **Limitations in resource and fund mobilization from the alumni**
- Lack of International Collaborations
- Less number of Minor and Major projects

Institutional Opportunity

- Potential for vocational and job-oriented new-generation programmes
- Creating linkages with institutions to provide more Internship Opportunities
- **Potential of the alumni participation to be explored more.**
- Leadership development programmes enhancing resource mobilization through alumni **Corporate Social Responsibility (CSR)** funds.
- Establishing **incubation centers and start-ups.**
- **To act as a consultancy center.**
- Enrich the **social commitments through collaborative operations** with the local self governments, police department, excise department, forest department and other NGOs

Institutional Challenge

- Geographical alienation and commuting restrictions
- **Disparities in students' socioeconomic backgrounds and access to digital technology**
- Restricted resource mobilization for research
- Frequent Semester examinations and a lesser number of working days limiting the time available for co-curricular activities.
- Restrictions from the affiliating university and the government on sanctioning and approval of new courses.
- Being an aided institution, it is **challenging to raise additional funds** to cover the rising operating expenses.
- Less career ambition among students due to influence of social background.
- **Attitudinal changes of students** as a result of over exposure to digital tools and resources

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The institution has consistently strived to extend the best of academics to the learners. Since the college is affiliated to the University of Calicut, courses/programs offered and the syllabus for the same are as per the rules and regulations of the University. Each course has **well-defined PO, PSO and COs set by the University** and is displayed on the college website.

College has **11 Undergraduate, 9 Post Graduate and 4 Doctoral programmes**. The college has adequate representation in the Board of Studies and Academic Council.

The **BOS and Academic council members** have made conscious efforts for integrating cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the curriculum. **Induction programmes** are conducted for the newcomers to orient them about the course, rules and regulations to be followed along with life-skills with human values and ethics. Handouts are provided.

Academic year begins with a **Staff Council/Staff Meeting** where the curriculum delivery is planned along with a master timetable and academic calendar.

Department prepares the **timetable** to be followed by faculty members for the semester. **Teaching plans** are to be submitted by faculties.

Classroom delivery is performed in **blended mode**, giving precedence to offline academic presentation. **G-Suite for Education is subscribed** for online purpose. Additional facilities like **Google Classrooms, Digicol subscribed LMS-MOODLE, videos** prepared by faculties are also provided. The curriculum delivery is augmented with **internships, fieldworks and projects for experiential learning**. **MoUs and collaborations** with reputed firms are used to enhance learning.

The institution enriches the curriculum through additional **Add On and Certificate courses**, to augment the University stipulated syllabus. UG and PG programmes have compulsory audit courses. **Additional Skill Acquisition Programme (ASAP)** were offered to enhance communication skills. **Extension activities** are carried out through NSS/NCC and other clubs. A **systematic method** is followed for **Continuous Internal Evaluation (CIE)** which is monitored and the internal marks are uploaded after considering all the grievances of the students.

The completion of the syllabi and curriculum is **monitored and ensured by the IQAC** through Curriculum **feedback** from various stakeholders and corrective actions taken where necessary.

Teaching-learning and Evaluation

Considering the relative importance of the Teaching -Learning and Evaluation process, the Institution is committed to follow methods and methodologies drawing linkages from the affiliating University as well in order to bring about characteristic improvements in a reasonable period of time.

The institution is following the admission procedures of the university of Calicut which is a “**Single Window System**” through a **Centralised Allotment Process (CAP)** in order to ensure maximum access and choice to

the aspiring students. Accordingly, the resulting data are as follows:-

- The average number of students studying in the College during the assessment period is **1678**.
- The **Percentage of seats filled** against seats reserved for various categories is **74.36**.
- The average **Enrolment ratio** is **87.3**.
- **Student to Full-time Teacher Ratio** is **1:22**.
- The **full-time teachers** against sanctioned posts is **100%**.
- **84% full-time teachers** are qualified with **NET/SET/PhDs**.
- The college had **1 Professor, 11 Associate Professors, 33 PhDs and 64 NET qualified faculties** during the assessment period.
- The **Average Pass Percentage** for the assessment period as per the Result Analysis done both at the Department and College level for the assessment period is **83%**.
- In order to bridge the cognitive gap between the previously gained knowledge and the current syllabus, “**Bridge Courses**” were successfully introduced and were received well by the students.
- Effective curriculum delivery is done through innovative methods and **ICT tools** using **MOODLE** and other learning platforms **Google classroom, Virtual Lab, Coursera and other Open Educational Resources**.
- Experiential & Participative learning through field trips, Internships, project and laboratory work.
- CIA is done using test papers, assignments, seminars/viva and attendance and after the assessment **remedial measures** is done through ASAP, SSP, WWS, remedial classes, **peer learning** and **Mentor-mentee** programmes.
- **Financial Endowments and Scholarships**.
- **Evaluation of PO, PSO and COs** at the end of each semester.
- **Annual Feedback Mechanism** from various stakeholders is used to take measures for the improvement of the teaching-learning process as well as overall institutional performance.
- The **student satisfaction survey (SSS)** is done as per NAAC directives.

Research, Innovations and Extension

Drawing motivation from the suggestions made by the NAAC peer team, the IQAC launched programmes which lead to a quantum jump in the area of research in terms of quantity as well as quality.

- During the assessment period **4 research centers** in the disciplines of Commerce, Physics, Political Science, and Chemistry were introduced.
- At present there are **7 approved research guides** under the University of Calicut with 11 research scholars.
- **11 faculties** were awarded PhDs during the period and **14 permanent faculties** were registered for the doctoral programme.
- DST/FIST sponsored Research Laboratory With a funding of **70 lakhs** and with a total expenditure of 1.25 cr was established. A fully equipped laboratory with advanced equipment was set for research purposes.
- DST/FIST sponsored **INSPIRE programme** was conducted In the years **2018 and 2019 for a funding of Rs.9,47,000 and Rs.9,75,000 each.**
- **3 minor projects** were completed with UGC funding.
- **92 Journal publications** were made in reputed journals.
- **37 Books/chapters** in books were published by faculties.
- Library with free NLIST accessibility and provision for URKUND services with an ample number of computer terminals.
- **Young Scientist Award.**
- **Patent** published by a faculty.
- Awarded as the Best NCC Unit among nearly 450 units in the Kerala and Lakshadweep NCC Directorate in two consecutive years.
- Accolade and Letter of appreciation by the local self government for the relief work done during 2018 and 19 floods and CLTC Centres, Community Kitchen during the 2019 and 2020 Covid pandemic
- **ED club** sponsored and funded by the **District Industries Corporation, Wayanad.**
- **Three houses built for the needy** students as an outreach programme.
- **Two-wheeler bike** for the physically handicapped.
- The college has **adopted tribal colonies.**
- **Old age home visits** by staff and students.
- Every year seminars/webinars and invited lectures are conducted.
- **12 MoUs**

- **MoU for Intellectual property rights(IPR)** with other agencies and a certificate programme in IPR and seminars every year on IPR.
- Seminars on research methodology.
- The institution has carried out many extension and outreach programmes in the neighborhood through NSS, NCC, Cells, Clubs and Departments.
- **Gender sensitization programmes**

Infrastructure and Learning Resources

The college has a Self contained campus catering to the various needs of the students. During this assessment period a massive amount was budgeted and spent on the infrastructure.

Percentage of expenditure

- Infrastructure augmentation- **88%**
- Maintenance of infrastructure- **26 %**

The **College Infrastructure** caters to the teaching-learning needs of 11 UG programs, 9 PG programmes and 4 Research Centers. The facilities include:

- 62 - Classrooms spread over 6 Blocks - Admin block, Science block, Jubilee block, Botany block, Annexe, Self-financing block
- 12-Science laboratories(4 Chemistry, 2 Physics, 6 Biology Laboratories)
- **1-Dobsonian telescope**
- 4-Computer labs
- 2-Research and 1 DST/FIST lab
- 4-Research rooms
- A Research hall
- 1-media center
- 1-Seminar hall
- 1-Jubilee Auditorium

- 1-Open Auditorium
- 1-Amphitheater
- IQAC room and conference room
- Guest-room
- 2-ladies,1-boys and 1-sports hostel accommodating 300 students
- 123-CCTV for constant surveillance
- Buildings with fire and safety equipments- fire-stair,extinguishers, sprinklers
- The campus is '**Divyangjan friendly**' with special facilities like ramp, skywalk ramp, disabled friendly toilets, wheelchair and tactile paths.
- Barcode enabled fully automated library with approximately 40000 books and **NVDA, ORKA** facility for visually challenged, **NLIST, URKUND**
- Special collection on **Kerala Studies and Writers from Wayand**

The IT facilities of the institution provides adequate computing facility to students that includes:

- 116 -Computers
- 21-Projectors
- 14-Smart TV
- 31-Printers and 4-scanners
- 3-internet connections with 100Mbps Bandwidth
- 7-Portable rechargeable speakers with neck band microphones
- 10-Uninterrupted power supply Units(UPS)
- Fully automated ERP solution for admission, attendance, library -NECTTOS

The college sports and fitness infrastructure include

- Fully equipped gymnasium
- Indoor facility for table tennis, chess/carroms

- Volleyball court
- Basketball
- Cricket batting cages
- Kroff ball
- Playground for athletic meet

Other facilities

- IGNOU office
- NCC Office with a firing range
- 1 NSS Office
- Day care center
- AYUSH homeo clinic
- Counseling centre
- Canteen
- Cooperative store
- Restrooms
- 6-Toilet complex and other individual toilets
- Gardens- Admin,Bamboo,Botany,Amphitheatre, Medicinal garden and plantations
- Separate parking for the staff and students

Infrastructure facilities of the college are extended to the community as per request. The grounds are used by nearby schools and colleges for sports meet, kalolsavam, Exhibitions and fairs,recruitment drive by Police, Army etc.

Buildings and hostels are used by the **election commision, Covid relief work, Community kitchen, public exams by PSC** etc

Student Support and Progression

Student Support and Progression

The institution is committed to provide all kinds of support to the students by providing quality infrastructure, effective teaching-learning methods, external expert interventions, opportunities for community interactions and a sustainable and biodiverse campus for the overall development.

79% of students avail of scholarships provided by the central/state government.

Scholarships/ endowments are set for students making **almost 100%** of the students getting financial aid.

Freeships are provided by Management/PTA to selected deserving students; **free food coupons**.

Freeships are given on an **average to 20 students** per year by the volleyball academy.

Institution regularly conducts programmes for the enhancement of skills such as Soft skill, Life skill, ICT skill enhancement and Career orientation programmes.

Entrepreneur skills are instilled through fests, ED Club, YIP.

The institution extends **financial and moral support to the Student Union** for conducting student development programs and community development activities.

The college has garnered recognition in the field of academics, sports and arts.

An active Womens Volley ball academy is functioning in the college which has produced numerous national, state players and has gained jobs in governmental agencies.

Number of Players	Team
2	Kerala Youth volleyball
2	Kerala Women Khelo India Volleyball
5	Indian Junior Women's Volleyball Asian Championship
12	Women Cricket players with Wayanad Cricket Association
1	Won title of Junior Mr.Kerala
1	Won best Physique Championship in University
1	Selected to under 25 mens, Kerala Team
1	Selected to Kerala Women's Cricket team
College Team	Participated in A-zone Cricket Championship
1	Selected to Women's Indian cricket team and played T20 World Cup
College Team	Qualified Interzone cricket men's championship

Alumni Engagement

The college has an active alumni with a **registered association SASWATH**. They regularly meet and discuss the possibilities of improvement of the college.

- Philanthropic activities are done in the form of **free Medical Bank Facility** where medical equipment is loaned to invalid patients.
- Eminent personalities in various fields of the alumni give talks through **AIA-Alumni Inter Active**.
- Net coaching and civil service coaching classes conducted under **SMC-Edge**

Governance, Leadership and Management

The College **Board of Management** is directed and guided in its governance by a **clearly stated vision and mission**.

- The Board of Management serves as the top decision-making body and utilises **Management by Exception**, a democratic and participatory strategy, to interact with all significant stakeholders through the Student Council, Staff Council, PTA, and Alumnae Association, thereby ensuring a **decentralized and horizontal mode of governance**.
- The college has unique rules that underline its guiding values and are essential to its smooth operation, encompassing everything including administration to environmental issues
- **E-governance procedures are implemented** using NECTTOs app and TALLY in admissions, fee collection, attendance registry, and internal mark processing.
- To ensure the proper operation of various bodies, **annual academic and administrative audits, energy audits, environment audits, and green audits** are done.
- The management develops effective initiatives for **employee welfare**, including prompt **financial assistance and loan facilities**.
- Every year, **professional development programmes, a self-evaluation and feedback** are conducted for both teaching and non-teaching personnel in an effort to increase the staff's professional competency.
- The institution **receives grants from a number of programmes** run by State and Central Government agencies as well as non-governmental organisations. To maintain financial transparency and accountability, a **regular audit process** for government and management accounts is in place.
- The **IQAC organised training sessions** and cooperative quality efforts with other institutions while streamlining documentation, the data collection process, feedback collection, and its analysis.
- IQAC institutionalized many innovative quality assurance practices, strategies and processes like intending mechanism for purchase, maintenance and programmes to be conducted and **annual stress relief programs** for the staff through yoga, meditation, workshops and tours
- In the post-accreditation period, IQAC made significant contributions for the following:

- Participation in **NIRF Ranking, ATAL Ranking, ARIIA Ranking** etc.
- Result Analysis
- E-governance Implementation
- Improving Research
- Conduct of various audits
- **Efforts for Divyangjan friendly campus**
- Better ICT facilities and Infrastructure for teaching-learning
- Blended mode of learning-introducing online mode of teaching to the students in addition to offline mode
- Endeavours for promoting sustainable development goals

Institutional Values and Best Practices

The institution has put forth initiatives incorporating cross-cutting issues like **gender, inclusiveness, values/ethics and green practices keeping the UNs SDG in mind.**

An **active gender equity cell** functions with a specific action plan ensuring women empowerment through seminars/webinars, awareness classes, life skill sessions, medical camps and creating opportunities for promoting entrepreneur skills.

- Hostel facilities are available for girls with wardens and **24x7 CCTV surveillance** in the campus.

Institution recognizes **affordable and renewable energy** as imminent priority

- **solar panels** with a capacity of 10KW
- power efficient electrical equipment.
- **Natural lit classrooms**

Effective waste management for degradable and non degradable waste is done using

- pipe composting

- vermi compost
- bio-gas plant
- **Sewage treatment plant** with capacity of 45000liters.
- E-waste given to the dealers for reuse.

Conservation of water through

- **Rainwater harvesting tanks with 10lakh litre capacity**
- **Rain water pits** for ground water recharge

Green initiatives through

- greenest campus in the district with abundant flora and fauna with constant annual maintenance
- Saplings planted every year
- **Ban on plastic**
- 5 gardens
- **QR coding for plants**
- **Environmental, green and energy audit**
- **Biodiversity and Miyawaki parks**
- **Poultry and dairy farms** with the medicinal indigenous vechur cow
- Restricted entry of vehicles

The institution provides a **barrier free environment for divyangjan students** with ramps,tactile paths,sign boards and a friendly office,library and toilets.

Inclusiveness is ensured during admission through a **single window system** mandated by the University where students from various states (including Lakshadweep), religion, castes and communities are admitted.

The institution has committed to the responsibility of molding upright citizens with civic sense and social commitment through conduct of programmes of **secular nature** celebrated by the stakeholders.

Ethics,values and commemorative days done

- **Policy documents** incorporated in the academic calendar
- Induction programmes/seminars
- Various programmes organized to commemorate national and international days by NSS/NCC/clubs.

Best practices of the institution

- **Attainment of Sustainable Development and Biodiversity through Green Campus Initiatives.**
- **Eradication of illicit drugs and inculcation of social awareness within and beyond the campus.**

Institutional distinctiveness

- “**ARIKE**” which aimed to work for the betterment of the socially backward tribal population in the adopted colonies.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	ST.MARY'S COLLEGE, SULTHAN BATHERY
Address	St.Marys College Kuppadi Post Sulthan Bathery Wayanad, Kerala, India
City	Sulthan Bathery
State	Kerala
Pin	673592
Website	www.stmarysbathery.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	P C Roy	04936-220246	6235006911	-	stmaryssby@gmail.com
IQAC / CIQA coordinator	James Joseph	04936-221452	9447854332	-	jamesjcheriv@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	Yes Minority.pdf
If Yes, Specify minority status	
Religious	Religious
Linguistic	
Any Other	

Establishment Details				
State	University name	Document		
Kerala	University Of Calicut	View Document		
Details of UGC recognition				
Under Section	Date	View Document		
2f of UGC	08-12-2003	View Document		
12B of UGC	08-12-2003	View Document		
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	St.Marys College Kuppadi Post Sulthan Bathery Wayanad, Kerala, India	Rural	27	18070

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BSc,Botany	36	PLUS TWO	English	50	35
UG	BA,Economics	36	PLUS TWO	English	67	58
UG	BA,Political Science	36	PLUS TWO	English	67	58
UG	BA,English	36	PLUS TWO	English	52	41
UG	BCA,Computer Applications	36	PLUS TWO	English	39	37
UG	BSc,Chemistry	36	PLUS TWO	English	50	27
UG	BSc,Physics	36	PLUS TWO	English	50	30
UG	BSc,Mathematics	36	PLUS TWO	English	34	20
UG	BCom,Commerce And Management Studies	36	PLUS TWO	English	62	60
UG	BBA,Commerce And Management Studies	36	PLUS TWO	English	50	44
UG	BCom,Commerce And	36	PLUS TWO	English	49	41

	Management Studies Self Financing					
PG	MSc,Botany	24	UNDER GRADUATION	English	18	12
PG	MA,Economics	24	UNDER GRADUATION	English	21	16
PG	MA,Economics	24	UNDER GRADUATION	English	23	10
PG	MA,Political Science	24	UNDER GRADUATION	English	21	17
PG	MA,English	24	UNDER GRADUATION	English	23	15
PG	MSc,Chemistry	24	UNDER GRADUATION	English	20	13
PG	MSc,Physics	24	UNDER GRADUATION	English	20	12
PG	MCom,Commerce And Management Studies	24	UNDER GRADUATION	English	23	16
PG	MCom,Commerce And Management Studies Self Financing	24	UNDER GRADUATION	English	18	12
Doctoral (Ph.D)	PhD or DPhil,Political Science	60	POST GRADUATION	English	0	0
Doctoral (Ph.D)	PhD or DPhil,Chemistry	60	POST GRADUATION	English	4	4
Doctoral (Ph.D)	PhD or DPhil,Physics	60	POST GRADUATION	English	4	3
Doctoral (Ph.D)	PhD or DPhil,Commerce And Management Studies	60	POST GRADUATION	English	8	4

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				3				47			
Recruited	0	0	0	0	3	0	0	3	24	23	0	47
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				26
Recruited	15	8	0	23
Yet to Recruit				3
Sanctioned by the Management/Society or Other Authorized Bodies				20
Recruited	9	11	0	20
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				1
Recruited	0	0	0	0
Yet to Recruit				1
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	1	0	14	7	0	23
M.Phil.	0	0	0	0	0	0	1	2	0	3
PG	0	0	0	0	0	0	10	14	0	24
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	2	0	3
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	0	0	7	23	0	30
UG	0	0	0	0	0	0	0	0	0	0

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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	532	4	0	0	536
	Female	814	6	0	0	820
	Others	0	0	0	0	0
PG	Male	42	0	0	0	42
	Female	201	0	0	0	201
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	3	0	0	0	3
	Female	8	0	0	0	8
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	19	31	29	26
	Female	51	44	41	42
	Others	0	0	0	0
ST	Male	12	11	8	5
	Female	21	16	19	24
	Others	0	0	0	0
OBC	Male	80	90	90	70
	Female	211	170	174	139
	Others	0	0	0	0
General	Male	92	94	111	84
	Female	115	153	146	160
	Others	0	0	0	0
Others	Male	2	1	2	8
	Female	6	9	3	28
	Others	0	0	0	0
Total		609	619	623	586

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	<p>The institution is an aided Arts and Science College affiliated to the University of Calicut offering various conventional and modern courses as allotted by the University. The college has 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, and courses in yoga as well. During the academic year 2021-22, M.A in Business Economics was sanctioned by the government. Future plans for the</p>
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	<p>college include applying for interdisciplinary and multidisciplinary courses. The University encourages interdisciplinary/multidisciplinary courses by offering the students to take up open courses offered by other departments and audit courses as well. Commitment towards society is build up by assuring student participation in initiatives like Swachh Bharat, Azadi ka Amrut Mahotsav, NCC, NSS and activities through various other clubs. The college envisioned a Multidisciplinary research endeavor which became fruitful through a well equipped DST/FIST research facility, which caters to the scholars from the nearby districts and the neighboring states. To encourage research culture, interdisciplinary seminars and projects, research funding under numerous programmes are initiated like DST-INSPIRE, IUCCA etc. 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.</p>
2. Academic bank of credits (ABC):	<p>The affiliating University - University of Calicut - is in the process of adopting NEP 2020. When the affiliating 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. The inclusion of the Academic bank of Credits will greatly benefit the students, enabling them to continue in or leave a course. The ABC is a student centric approach and will be advantageous for slow, average and advanced learners by accrual and redeeming credits. The latest curriculum by the affiliating university includes audit courses and additional credits can be gained by students participating in activities of the NCC, NSS, Swachh Bharath and Social Service Programme. Students get grace marks for participating in cultural events, sports etc.</p>
3. Skill development:	<p>The project work which is mandatory as part of the college curriculum, requires students to apply the knowledge they have gained in class, 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 skill set to</p>

	<p>be employable. The students are encouraged to join the Youth Innovation Program(YIP), a specially designed program under Kerala Development and Innovation Strategic Council(K-DISC) sponsored by the State Government .The YIP programme aims to empower students to be future innovators to meet the need of the society. The students are encouraged to join the Digital Workforce Management System (DWMS) of the Kerala Economy Knowledge Mission (KEKM), a platform to fine tune their job preferences, and enhance their chance of getting their dream career with the help of AI. 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. The 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, civic sense and humanitarian concerns that are necessary for everyday life. Celebration and observation of important days of people and events in the college foster positivism and respect for people who served as role models and whose lives and actions served as valuable lessons for forming impressionable and youthful minds.</p>
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	<p>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 or 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</p>

	<p>college's campus, which is one among the Wayanad's greenest and ideal location 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 full-fledged dairy and poultry farms. The indigenous Vechur (a rare species of cow) species is also available whose milk is of high medicinal value. This inculcates the spread of Indigenous Knowledge of Herbal medicine in Kerala. 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 VAKMITHA 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 the importance of preserving the same. The Social Equity Club of the college has been formed with the vision of promoting the ST/SC students and has rendered service during the admissions for these indigenous people of Wayanad.</p>
5. Focus on Outcome based education (OBE):	<p>The college adheres to a student-centric teaching - learning system in which the delivery of the course and assessment are organized to meet the specified objectives and outcomes. The Institution follows the curriculum developed by the University of Calicut, which has taken extensive measures to transform to OBE where the PO, PSO, and CO are specified in each programme and course. The Programme and Course Outcomes are displayed in the Website of the institution and communicated to the students. 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 and assignments. The skills of the students are assessed by the project work, practical works, internships, field visits etc.</p>
6. Distance education/online education:	<p>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</p>

	<p>blended learning. The college has a well equipped IT Infrastructure to meet the needs for online education with dedicated Google Suite account for education. The Learning management system MOODLE by DIGICOL has been implemented enabling seamless online teaching-learning process. The use of digital platforms is significant in online- meetings, celebrations, webinars and programmes for faculty development. The faculty now employs a variety of applications, including Google Classroom, Zoom, Moodle, Webex, Teachmint, and others, to support teaching and learning. Online examinations, quizzes, surveys, and assignments are now simple to complete. Online peer learning and coaching for competitive exams like NET, PSC are conducted effortlessly. 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 by offering a multitude of courses. A sizable number of teaching faculties from the neighboring state Tamil Nadu opts for IGNOU courses for their promotion. The faculty of the institution is actively involved in the teaching-learning process of the various programmes of IGNOU. Talks are underway to start the Sree Narayana Guru ODL of the state Government.</p>
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Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes, the Electoral Literacy Club has been set up in St. Mary's College, Sulthan Bathery. It was initiated on February 28th 2019 and was named as St. Mary's College ELC. The Nodal Officers or mentors of the club are Anita Elizabeth Mathew and Aswathy P R, faculty members of the Political Science department.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes. The coordinating faculty members are appointed during the staff meeting of the college teaching staff. The Executive Committee of the ELC consists of student representatives from amongst all interested students from all departments of the college. Efforts are taken to ensure that all departments of the college are represented in the Executive Committee of the ELC. This helps in efficient coordination of activities and dissemination of information among the club members. The Chairperson and Vice-Chairperson are

	<p>elected or nominated by the club members in the first club meeting of the academic year. The Nodal Officers or mentors of the club are Anita Elizabeth Mathew and Aswathy P R, faculty members of the Political Science department.</p>
<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>Electoral Literacy Club began functioning at the onset of the 2019 Lok Sabha elections. Presently the student coordinator is Vinayan K C of 2nd Year BA Political Science. Numerous innovative programmes and activities have been conducted by the ELC since its inception. They are listed below: a. Voters Pledge - Every year the voter's pledge is taken by staff and students on National Voter's Day either during assembly or after the first hour on 25th January. b. Ballot Bistro –Regular rendezvous are held at the “Green Hut/Gazebo” within the campus where discussions initiated by ELCs members are conducted with common groups of students. This creates awareness among young voters about various topics related to elections. The discussion topics include democratic devices, the NOTA vote option, election commission and the like. c. Debate Competition – Periodically, debate competitions are held in collaboration with the debate club on various national and international political issues and policies to create awareness. d. Motivators- Important persons from bureaucracy and political offices are invited for motivating young voters. The district collector S. Geetha IAS visited the college on 25th January this year (2023) and gave a motivational talk to the students. e. National Voters Day Celebration - As part of National Voters Day celebration, a quiz competition was conducted in 2019 organized by the electoral literacy club.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>The socially relevant projects/initiatives taken by college in electoral related issues a) Research Projects undertaken by students – Initiatives has been taken by the ELC to encourage students to do projects on socially relevant issues. Some of the project topics are as follows:- • Study on Political Representation of Women in Sulthan Bathery, Municipality in Wayanad District • Socio-Cultural Barriers hindering women's political participation b) Article Writing Competition - ELC in collaboration with PG and Research Department of Political Science organized an article writing competition on the occasion of National Constitution Day on 28th</p>

	<p>November, 2022. Topic was "State, Civil Society and Right to Freedom of expression in Contemporary India." c) Pride Month Celebration – To promote inclusiveness among voters and to create gender sensitization, the ELC organized an awareness campaign in connection with pride month celebration Arcoiris on June 28th , 2022. d) Exit polls/Opinion Polls – In collaboration with Centre for Electoral Studies, Thiruvananthapuram, members of the ELC conducted Kerala Lok Sabha Election Study in 2019.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>During the COVID pandemic, the opportunities available for students to be enrolled as voters was limited. Therefore, more than 50 percentage of the students in the undergraduate section are yet to be enrolled in the voters list. The ELC conducted a workshop for ELC members to train them as volunteers. In the coming academic year, ELC plans to conduct a special drive for registration of new voters with the help of these trained volunteers.</p>

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1672	1713	1707	1658	1642

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

2 Teachers

2.1

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

Response: 110

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

2.2

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

2021-22	2020-21	2019-20	2018-19	2017-18
68	74	81	73	73

3 Institution

3.1

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

2021-22	2020-21	2019-20	2018-19	2017-18
255.4	191.2	206.5	308.2	158.3

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

Curriculum Planning and Delivery

The student's holistic and comprehensive development is achieved through the curriculum, set by the affiliating University. The **BOS and Academic Council members** make remarkable inputs in **designing the curriculum**.

Every academic year begins with the **Staff Council/Staff Meeting** where the curriculum delivery for the year is planned through setting up a **master timetable** and an **academic calendar**. Tentative dates are given for **internal/external examinations, publication of results, PTA meetings** and the beginning and conclusion of each semester.

Department level meetings are held at the beginning of each semester to coordinate curriculum delivery with the help of a **teaching plan** for faculty members, department-level timetable, and the overall workload of the department. After approval of the Principal, students are informed about the courses for the semester; **PO, CO and PSO's** and the credits required, which will all be published on the website. They are given a wide range of suggestions on the **add-on, certificate programs and audit programmes**.

Students are provided with inter-disciplinary options through **Open Courses** where they choose courses from other departments, widening their scale of academics and equipping themselves with a pedantic range of competence and skills.

PTA meetings are held in a timely manner to apprise students and guardians of the flow of the semester and the **academic progress of the students**.

The College follows a **blended mode of delivery**, giving precedence to offline academic presentation. The delivery is carried out with the help of **ICT/videos** created by the faculty or **faculty-owned YouTube channels** and materials published to the **website and Moodle**. Classroom delivery is performed through lectures, assignments, seminars, lab work, projects, internships and field work. Although offline mode is given preference; time constraints make it necessary to engage in online model, reaping the benefits of the internet, to improve **peer learning** and mentoring process.

The completion of the syllabi and curriculum is monitored and ensured by the **IQAC** through a structured **feedback system** based on NAAC directives and the teaching plan.

Continuous Internal Assessment (CIA)

The College follows the academic calendar for the conduct of CIA. It is carried out by **two tests** in each

semester as prescribed by the University. They are conducted under the supervision of the **Internal Examination Committee**- mid semester and at the end of the semester. Inclusive measures are undertaken to improve the performance of students identified with low marks through **mentoring** and **peer-support groups**, facilitating **participative/interactive learning**. The students are given course-wise assignments and internal marks are prepared based on tests, assignments, seminars/vivas which are **uploaded on the University website** after addressing the grievances of the students.

The students are given the option of a wide range of **semester-end question papers**, maintained by the Library, college-website, ERP solution- NECTTOS for quick reference. **Question Paper Workshops** are conducted department-wise to enable students to understand the rationale behind the question format and how to respond to it.

A fully automated **attendance register** monitors the attendance component, an undeniable aspect of internal assessment.

File Description	Document
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1.2 Academic Flexibility

1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

Response: 22

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

1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Response: 11.45

1.2.2.1 Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
313	244	66	111	227

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

1.3 Curriculum Enrichment

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

Response:

St Mary's College is dedicated to empowering and transforming its students by giving them a well-rounded education that enables them to take an active part in **community life**.

Since the University of Calicut which is the affiliating University of the College, designs and plans the curriculum, the College has a limited role in choosing and integrating topics into the syllabus. Nevertheless, the **BOS and Academic Council members** of the College work diligently to introduce relevant topics related to **Professional Ethics, Gender, Human Values, Environment** and other cross-cutting issues as identified by the UGC and NAAC to be incorporated into the syllabus.

Numerous programs are established to guarantee that the syllabus is connected with **goals and objectives** that extend to the Institution's **vision and mission**. The curriculum is periodically updated and reinforced with pertinent information through various programs like **seminars, workshops, field work/internships** etc.

Integration of cross-cutting issues into the curriculum

- **Audit courses** : Disaster management, Gender Studies, Human Rights, Environment Studies.
- **Common Courses**: English, Hindi, Malayalam includes modules related to Human Values and Ethics, Gender Studies particularly focused on Women Studies and Writings, Societal transformation, environment and sustainability
- **Core Courses and Elective Courses**: include courses that have a strong emphasis on all relevant cross-cutting topics.

Committee on Ethics and Human Value

- The committee prepares a code of ethics and values that must be adhered to by all stakeholders, and is published in the **College diary** and website.
- Every year, an **orientation program** on ethics and values is conducted for newcomers.

Research Facilities and Services

- Extending research services to the community through a fully functional **DST/FIST laboratory**.
- Integrity of scholarly writing, encouraged through plagiarism-checking software, **URKUND**, available in the library.

Environment and Sustainability Clubs

- Conscious efforts by **NCC, NSS** and Management to make the **campus green and plastic free**, creating a bio-diverse and **sustainable environment**.
- Conducts **free bazaars** with used books, clothes and other reusable items, creating awareness about the environment that they live in with an emphasis on sustainability.
- **Upcycling** of reusable materials in the laboratory.
- Efficient **E-Waste Management**.

Gender Equity Cell / Other Cells

- Gender sensitization and women empowerment programs are conducted every year to address the pervasive problem of gender based discrimination.
- **NSS, NCC, College Union** and other clubs are committed towards providing students the chance to follow their interests and expand their horizons to contribute as useful citizens who uphold human values, ethics, and rights.

Community services in the face of adverse calamities

- Students and staff volunteered during the **floods of 2018 and 2019** and during **Covid-19** Pandemic and in adopted **tribal colonies, old-age homes**.
- **Production of hand sanitizers** by the Department of Chemistry for all stakeholders of the institution and on request from the Municipality and Kerala Police (Mananthavady).
- **Shelter for the needy:** Two houses were built under the combined initiative of the Management, students and faculty. The students joined together in the form of labor, to realize the dream of a shelter for their peers, creating a sense of social responsibility and welfare.

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

Response: 32.66

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

Response: 546

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

1.4 Feedback System

1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)

Response: Yes

File Description	Document
Upload supporting document	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 87.23

2.1.1.1 Number of students admitted year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
609	619	623	586	636

2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
754	719	695	674	681

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

2.1.2 Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)

Response: 74.36

2.1.2.1 Number of actual students admitted from the reserved categories year - wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
103	107	101	95	113

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

2021-22	2020-21	2019-20	2018-19	2017-18
149	135	139	139	136

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

2.2 Student Teacher Ratio

2.2.1 Student – Full time Teacher Ratio (Data for the latest completed academic year)

Response: 24.59

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 using ICT tools

Response:

Teachers currently serve as **mentors/enablers** to guide the learners to approach autonomous learning in the newly adopted **blended mode** of teaching-learning system.

Innovative strategies are focused on the needs of the students to help mould skills for enhancing **participatory/experiential learning**.

Two years of the current NAAC cycle was affected by the pandemic which made the HEI explore the possibilities of **ICT**. All academic activities during the period relied completely on ICT mode. **Google suite accounts** were made available for unhindered delivery of the teaching-learning process. Attendance, queries, discussions and suggestions for the students are made online platform through **google classrooms, zoom**, etc. The **blended-mode of learning** was adopted as the norm thereafter.

Regular classroom delivery was accompanied by **PowerPoint Presentations**. Classroom notes, reference materials and assignments are uploaded to the **MOODLE** and website for future reference. **Webinars** are conducted by eminent personalities.

ICT Tools:

1. 21 projectors and 7 Android smart-TV in 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.
6. A seminar-hall is equipped with digital facilities.
7. Auditorium with sound-system/projectors.
8. Online Classes through **Zoom, Google-Meet, Teachmint, GoogleClassroom,MOODLE**
10. Digital-Library resources (**INFLIBNET-NLIST**)
11. Writings tools like **Wiacom**

1. Experiential-learning

- **Project work** helps the students to actualize the skills learned where reports are presented using google docs which enables timely comments for enhancement and the final project is presented using PPT.
- Students are encouraged to participate in **National/International level programmes** via online mode
- Academically significant **field visits/surveys** are only possible through the support of ICT.
- **Industrial visits providing** exposure to the industrial work culture are selected through various online pilot studies.
- **Lectures** by experts from industry academia supplement the teaching process through webinars

2. Participative-learning

Various ICT tools are used for the delivery of:

- Interactive lectures/classes focused on the student
- Group discussions,quizzes and debates are organized in majority of the subjects

Students are invited to contribute ideas throughout the class.

Problem solving methods are encouraged.

Seminars on subjects covered by the course syllabus

Practicals/workshops are conducted and virtual laboratory tools are used for the same.

The activities of NSS/NCC, **village adoption, Swachh Bharath and health-awareness camps** help to learn about social and community welfare.

Role play method is used in Management/PG courses to augment the teaching process

3. Problem-solving Methodology

- **Case study** helps to develop problem solving ability and is adopted in Management programmes/courses using ICT tools
- **Discussion methods** help come up with the opinions & suggestions through Peer learning and question paper discussion developing self learning skills. Peer learning is conducted through direct personal contact, whatsapp groups and calls.

4. Collaborative-learning

- Collaborations through external agencies like **Brahmagiri Development Society, M S Swaminathan Research Foundation** helps with research/internships where the work is assigned to groups and individuals and has to work in tandem with the members and the facilitator.
- **PSC/Civil service coaching** is done online through institutes like Dyuthi and Minerva, where group and peer learning prevails.

File Description	Document
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2.4 Teacher Profile and Quality

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

Response: 94.13

2.4.1.1 Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:

2021-22	2020-21	2019-20	2018-19	2017-18
77	79	85	75	76

File Description	Document
Upload supporting document	View Document

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

Response: 88.89

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
76	69	68	64	51

File Description	Document
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Institutional data in the prescribed format	View Document

2.5 Evaluation Process and Reforms

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

Response:

As per affiliating University regulations, the college conducts **internal assessments** based on **internal examinations, attendance, assignments, and seminar /viva**.

Class tests are done periodically by the faculties for continuous evaluation. The academic calendar prepared with tentative dates of internal examinations is 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 time as prescribed in the academic calendar. **Remedies** are suggested to prepare them for the external examinations.

Hourly attendance is taken online and is strictly maintained in the **attendance registers**. At the end of each semester, attendance secured by the students is published on the notice board.

The university has suggested **seminar or viva** as an assessment component. Seminar topics are given as **group/individual** on 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. Assignments can be submitted in **offline/online mode** in the prescribed time and marks are awarded after evaluation.

Internal marks are calculated from the above components as per University norms and are **displayed on the notice board** for transparency. Grievances are resolved and the marks are **published on the college website** and the signatures of the students are collected to validate the process. A copy of the internal marks are also displayed on the notice board. If there are no grievances, the final internal marks are **uploaded to the university portal**.

Students who are unable to attend the tests due to reasons such as NCC/NSS camps, unavoidable medical necessities etc. are **given another chance** through re-tests conducted by departments.

An interval of **three days** 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 the **overall feedback** of the individual students is discussed. Apart from this, the internal marks of the students are published on the college websites. The feedback of parents are also considered before the final submission of the internal marks. Unresolved issues are discussed with the Class tutor and the department HOD. In the majority of cases, the problems are resolved in the department itself.

There is a **college level Grievance Redressal Cell**, constituted as per university norms and comprised of members from various departments, which takes 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. The meetings of the grievance cell are recorded in the minutes book. The resolutions of the grievance cell are most often in **favour of the students**.

Errors in external assessment (University assessment) and incorrect entry of marks identified by the students are notified to respective Sections in the University to take corrective measures. The students can also register their complaints in the University Student portal. There are options for **reevaluation and improvement**.

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

2.6 Student Performance and Learning Outcomes

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

Response:

The institution being affiliated to the University of Calicut, implements the syllabus set by the University which has stated POs, COs and PSOs for the various courses.

Information regarding Programme Outcome, Programme Specific Outcomes and Course Outcome

1. During the **College-level Orientation Programme** conducted on the day of the commencement of the new programme and course, general awareness is given of the course structure with emphasis on the POs, COs and PSOs by the Principal to the students and the parents.
2. Followed by the general Orientation Programme, there is a **department level Induction Programme** where a detailed discussion is done with the newcomers with regard to the POs, COs and PSOs of the specific course they have chosen by the **Head of the department**.
3. With the commencement of regular classes, the **faculties of the respective courses** elaborate on the COs and inform the methodologies to attain the same.
4. The information is **displayed on the website** where the syllabus is uploaded for all the courses.

Analysis of attainment of POs and COs .

1. The affiliating University has provided the split up for **internal mark assessment for theory and practicals** which is followed by all departments to analyze the attainment of the POs, COs and PSOs.
2. The major assessment indicators for internal assessment are:

- Attendance
- Seminars/Viva-voce
- Test Papers-T1 and T2
- Assignments

Projects, laboratories, field works are also part of the assessment.

Different assessment methods are chosen and implemented for each module of the course depending on the difficulty level and the question papers are set following the Blooms Taxonomy.

Based on the marks obtained, the faculty decides whether the student is able to attain the COs; otherwise remedial methods are enforced to achieve the same.

Remedial methods offered are:

- **Mentor-Mentee method** - The personal interaction between the teacher and the student helps to identify the learning difficulties, personal problems and other emotional variations of the student.
- **Peer learning** - Mutual support given by classmates solves many of the learning difficulties.
- **Student Support Programme(SSP)** - An initiative taken by the Govt. to address the issues of slow learners continued till 2018. Students who were found scoring low marks were given special attention in five courses in English, Chemistry, Commerce, Economics and BCA.

- **Walk-With-Scholar(WWS):** Another initiative taken by the Govt. to support brilliant students, promoting intellectual inquisitiveness and the students could visit some of the high-ranking institutions like IISER, Indian Institute of Science and School of Foreign Languages.
- **Additional Skill Acquisition Programme(ASAP):** Under ASAP, two batches of 30 students each completed their skill training course in Communicative English and Information Technology.
- **Special classes:** Apart from the allotallotteds in the timetable, teachers usually engage in special classes for reaffirming the new learning experience of the students and clarifying their doubts.

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

2.6.2 Pass percentage of Students during last five years

Response: 83.31

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

2021-22	2020-21	2019-20	2018-19	2017-18
466	414	568	532	500

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

2021-22	2020-21	2019-20	2018-19	2017-18
607	567	626	607	570

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

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process**Response:** 3.15

File Description	Document
Upload database of all students on roll	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 71.5

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	70	1.5	0

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

3.2 Innovation Ecosystem

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

Response:

St.Mary's College has created an ecosystem for **innovations/initiatives** for the upliftment of its stakeholders.

Promotion of Research

Four research centers established in the departments of Chemistry, Physics, Commerce and Political Science

- Institution encourages PhD holders to apply for **guideship** and others to **register for PhD**.
- DST/FIST sponsored **laboratory with sophisticated instruments** for analysis and detection , which is the only facility catering to research scholars in and around the district of Wayanad and the neighboring states.
- The faculty members are encouraged to **organize/participate** in workshops, National /International seminars and conferences, refresher/ orientation/short term courses and **publish research papers**.

- To create scientific temper and inquiry , the **students are encouraged to write research papers** with the support of faculty members and to publish in UGC care list journals.
- The institution provides both **online and offline databases** to the stakeholders for the acquisition of knowledge and skill.
- Library with a wide range of books/ journals and access to **NLIST supports research.**
- A **plagiarism software** URKUND which is made available to the scholars.
- Research Methodology/Mendeley workshops/seminars.
- More **MoUs** to strengthen the institution in academic and research areas.
- Mandatory Project work of students
- MoU with **ICTAK** which conducts classes and generates placements.
- Faculty emerged as subject **experts, resource persons and consultants.**

Promotion of Entrepreneurship

To inculcate entrepreneurial skills among students, the college has created various **clubs** which hosts many activities to activate entrepreneurial ideas and skills among students.

- **ED club** sponsored and funded by the District Industries Corporation (DIC), Muttill, Wayanad conducts workshops and classes for budding entrepreneurs.
- College-level innovation cell encourages **start-ups by students** .
- **The Gender Equity club** creates opportunities for the students to hone their entrepreneurial skills by hosting **She-Markets, Cake fest, Food Fests** multiple times.
- **Fabric painting** and **SEBI classes** were conducted to acquire additional skills as a means to get additional earnings for self sufficiency.

Beyond the Campus

- The Computer Science Department hosts a Tech solution venture which builds **web based solutions by the students.**
- The Department of Chemistry extends their services by conducting **water analysis.**
- **Two DST INSPIRE Camps** sponsored and funded by State Institute Educational Technology (SIET), Government of Kerala **for High school students**

- **3-day Residential Science enrichment camp SARTHRA JAALAKAM** for selected 9th standard students of government/aided school students funded by SIET
- **Observing Super Blue Blood Moon** using the Dobsonian telescope owned by the institution.
- **Galilean Gaze** supported by Aastro Wayanad and the Department of Physics conducts a **Sky-watch session** to explore the wonders of the Universe.
- Seminar on Digital Processing.
- Laboratory support for conducting laboratory sessions for the nearby institutions
- Opportunity to view **Annular Solar Eclipse(ASE)** in collaboration with **IUCAA, Pune**
- **Ozone Day Celebrations** sponsored by Kerala State Council for Science, Technology and Environment, Thiruvananthapuram
- Internships for students from other colleges

IPR

- MoU with St.Peters Kolenchery
- Seminars on IPR
- A certificate programme conducted on IPR for the students

YIP

- 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.

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

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

Response: 14

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

2021-22	2020-21	2019-20	2018-19	2017-18
4	1	4	2	3

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

3.3 Research Publications and Awards

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

Response: 0.16

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

2021-22	2020-21	2019-20	2018-19	2017-18
6	7	4	1	0

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

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

Response: 0.35

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

2021-22	2020-21	2019-20	2018-19	2017-18
11	10	10	4	4

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

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 last five years.

Response:

Right from the inception, the institution has **committed its services to the society** as it was the only higher education institution in the district. Programmes are envisioned according to the ideologies evident in its **vision and mission**. A few outreach programmes are listed below:

Participation in Government Initiatives:

- **Old age home visit** funded by KSWDC
- **DST-INSPIRE camps** in consecutive years
- **Planting tree-saplings** with Kerala Haritha Mission and NSS
- **Webinar on 'Secure Cyber Space'** by Field outreach Bureau

Club initiated activities

- **Blood donation camps**
- **Hair Donation(NCC)** for supporting cancer patients.
- **Construction of two houses** for two students
- **Two-wheeler for Divyangjan student** jointly fund-raised by NCC and Management
- **Medical camps Vellapattu tribal colony** by IQAC and AYUSH
- **AntiDrug Awareness Campaign** in Vellapattu Colony as a joint venture by Excise Department and NCC.

- **Cycle expedition (NCC)** for AntiDrug Awareness Campaign within 2km radius with adopted tribal colonies
- **Sanitization-program** at the Government High School, Kuppad
- **Engaging the tiny tots at Anganwadis** at Kidangad and Vellapattu colonies through Programme Blossoms by faculty and students
- **Tika Mahotsav conducted** to promote vaccination against coronavirus

Department/Institution initiated activities:

- **Water sampling in flood affected area** of Panamaram panchayat in collaboration with Kerala State Control Board
- **Water analysis** of samples from nearby communities
- **Exhibition CHEMExpo** for high school and higher secondary school students
- **Technical advisor** for analyzing the quality of Bio Bins at Marakkara grama Panchayath
- **Classes on Fundamentals of Information technology** and Office Management for students of Vinayaka Nursing Home
- **As resource persons** for Kerala Infrastructure and Technology for Education programme School Students
- **Cyber Security Awareness:** Ethical Hacking classes for high school students
- A day with the students of the Government school, Kuppad to introduce literary concepts through innovative activities
- **Open-well construction** under Santhwanam
- **Electoral survey**
- **Charity programme**
- **Campus and facilities given for movie shootings**
- **College grounds used by**
 - Kerala Cricket Association
 - District Election Commission

- Nearby schools, colleges for their annual sports meet
- Army,PSC and other governmental agencies for recruitment rallies
- Associations for public fairs and exhibitions
- Neighborhood community for jogging

Response to Social and Environmental Issues

- **Expressed solidarity with the victims of man-animal conflict** of Vadakkanad region through rallies and participated in the protest
- **Debates with members of the community** and local self government on issues related to **Citizenship Amendment Act (CAA), Buffer zone, Night travel ban** on NH 766
- **Participated in plastic awareness campaign** at Periyar Tiger Reserve

Response to emergency

- **Flood relief activities** by NCC,NSS, Staff organizations
- Wholehearted participation in **Covid Relief work**
 - **College premises granted** twice(2019 and 2020) to the Municipality **to run the CFLTC**
 - **Community kitchen** run in the college hostel
 - **Sanitizer preparation** and distribution- Break the chain
 - **Mask distribution**
 - **Sentinel surveillance** at the interstate border Mini Medical Camps at Muthanga and various other borders by staff and NCC cadets
 - **Social media awareness** by NCC and NSS

Outcome/ Impact

- **Best NCC unit in the State for two consecutive years under Kerala and Lakshadweep**
- **Awareness could be imparted to Adopted colonies**
- **Recognition from Municipality/ other agencies** for services rendered

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

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

Response:

Extension programmes and community-based education are essential educational concepts, and the College has incorporated extension programmes within its educational vision and mission.

To ensure students' involvement in social causes, they are carried out through channels like NSS, NCC, clubs and cells. A wide range of initiatives are undertaken, including skill development, social outreach, environmental extension, Swacch Bharath, gender awareness, and academic outreach.

Received by	Details	Awarding Bodies	Year
NCC	Outreach/Extension Programmes	Govt. of India, Ministry of Broadcasting, Central Beureau of Communication Wayanad	2018-19
	Outreach/Extension Programmes	Govt. of India, Ministry of Broadcasting, Central Beureau of Communication Wayanad	2019-20
	NCC Social Outreach House Construction	Meenagadi Panchayat	2019
	Best NCC Officer	NCC Directorate	2020
	Outreach/Extension Programmes	Govt. of India, Ministry of I&B	2020
	SGT.Vibin Das participated in the PM Rally representing Kerala&Lakshadweep directorate in RDC	NCC Directorate Kerala and Lakshadweep	2021
	Best NCC Unit in The state of Kerala	do	2021
	Best Institute Senior Division	do	2021-22

	Outreach and Extension Programmes	Govt. of India, Ministry of I&B	2021-22
	Best Institution for the TRG YR Kozhikode Group NCC	NCC Directorate Kerala and Lakshadweep	2021
	Outreach and Extension Programmes	Govt. of India, Ministry of I&B	2021-23
	Anti-drug Awareness	Excise Department	2021
	International Day of Yoga	Govt. of India, Ministry of I&B	2022
	Nature Camp Extension	Deputy Conservator of Forests	2022
	DG Commendation	NCC Directorate Kerala and Lakshadweep	2022
	Best NCC Unit in the state	do	2022
	Best Institute SD/SW	do	2022-23
NSS	House construction	Nenmeni Grama Panchayat	2019
St.Mary's College	Debate on Social Issues Appreciation Prize	Azadi Ka Amrit Mahosatv	2022
St.Mary's College			

St.Mary's College

Swachh Survekshan Gramin Citizen Feed back Survey	Swachh Survekshan Gramin	2021
Extension services for the grounds	Wayanad Cricket Association	For the years 2018-2022
Voluntary services for empowerment of visual challenges	Indian Association for the Blind	2018-19
Best Green Campus	Nature Science Foundation	2022
Blossom Enriching Literary Knowledge	Govt High School Kuppadi	2022
Work in Anganavadi	Child Development Project	2022
Appointed as Editorial member of ESN publication	ESN publication	2019
Appointed as Editorial member of Glacier Journal of Scientific Research	Glacier Journal of Scientific Research	2019
Workshop on Sustainable Index parameter	MGNCRE	2022
Organizing district level Nursery Kalolsavam for past 18 years	YMCA	2023
Academic Extension - Young Scientist Award	Vikram Sarabhai Space Centre	2020
Nano cellulose Extracted from from Nut shells	MG University	2020
Appreciation Prize	Azadi Ka Amrit Mahosatv	2022
Blood Donation	Red is Blood Kerala Charitable Society	For year 2018, 2020, 2022
Community Extension- Infrastructure and services	District Roller Skating Association	2022
Little Kites students	St. Mary's College Higher Secondary School	2020

Cyber Security	do	2022
Services through counselling	Kudumbasree Mission Wayanad	For 2022
DIGICOL Services for LMS MOODLE	DIGICOL	2021
Quarantine Medical Team Station for Covid 19	Sulthan Bathery Municipality	2020
Appreciation for running CFLTC	do	2020
Appreciation for Providing facilities for running Community Kitchen	do	2021
Appreciation for running Domicile Treatment Center	do	2021
Appreciation for running CFLTC	do	2021
Quarantine Medical Team Station for Covid 19	do	2021

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

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

Response: 87

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., year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
31	8	17	17	14

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

3.5 Collaboration

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

Response: 12

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

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

Response:

PHYSICAL FACILITY

St Mary's College is a **self contained campus** with state-of-the-art facilities. **Spread over six blocks**, the institution makes optimum utilization of **spaces for academic, administrative and curricular/extracurricular activities**, and the facilities are made available for **public exams, election commission and community-oriented programs**

CLASSROOM FACILITY

The college offers spacious and well-ventilated classrooms for **11 UG Programmes, 9 PG Programmes and 4 Research Centers**. The class rooms, staff rooms and laboratories are segregated into a single unit for each department.

The academic infrastructure includes:

- 62 Classrooms, out of which 21 has LCD projectors and 14 has Smart-TVs
- Two multi-purpose seminar-halls

LABORATORY FACILITY

- 12 science laboratories for UG/ PG
- 2 Research laboratories and one DST/FIST laboratory with sophisticated equipments
- 4 research rooms
- A research hall

EXAMINATION FACILITY

- An examination office with a secured storeroom , computers with wifi and photocopying facilities

ICT FACILITY

The college has 116 computers. Every department has computers, printers and wi-fi at request at a speed

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

- Majority of classrooms are ICT-enabled
- 31 printers
- 4 computer labs
- 10-Uninterrupted power supply Units(UPS)
- Reprographic Centre for DTP
- 24/7 CCTV Surveillance using 123 Cameras
- Media Centre for Digital Works
- 3 Dedicated Internet Connections with 100 Mbps Speed
- Unlimited Linux Cloud storage

ACADEMIC/NON-ACADEMIC SOFTWARES

- Digitally enabled College Library with fully Automated features.
- LMS-MOODLE for course management and student assessment
- Google suite
- Automated ERP solution-NECTTOs facilitates
 - Admission
 - Attendance
 - TC and fee payment options
 - Clubs and activities
 - Time-table
- Tally for Management administration
- SMC portal

DIVYANGJAN-FRIENDLY FACILITY

- Ramps
- Sky-walk ways
- Tactile paths
- Disable friendly washrooms
- Wheel chair
- Pathways

CULTURAL FACILITY

- Amphitheatre
- Open auditorium
- Seminar hall
- Jubilee hall
- Multiple Porticos
- Boulevards
- Recreation-center for Zumba/ Dance classes

SPORTS FACILITY

- Volleyball, Basket ball, Badminton court
- Playground
- Cricket-batting cages
- Recreation hall for indoor games like chess, carroms and table-tennis etc..
- Gymnasium
- Yoga Centre - the boulevards and halls are used for yoga classes

OTHER FACILITIES

- IGNOU Study Centre

- NCC Office and firing range
- NSS Office
- IQAC-conference room
- Canteen
- Cooperative store
- Counseling centre
- AYUSH Homeo clinic
- Day-care centre functional till the pandemic
- 4 Hostels: (Two - Ladies, one - Boys, one - Sports)
- Guest house
- Girls Restroom
- Toilet complexes with separate toilets for boys, girls and differently-abled
- Separate parking area for staff and students
- 80% of the total campus area is maintained as a green canopy with multiple gardens and plantations.

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

4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

Response: 55.44

4.1.2.1 Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
164.7	109.0	82.3	199.6	65.1

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

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

Response:

College Library situated on the first floor of the Jubilee Block, accommodates around 175 students at a time.

Collections

- Print Books – 39976
- Peer Reviewed Journals - 35
- Career related Periodicals - 15
- General Magazines - 12
- Newspapers - 9
- Bound volumes - 10 years
- Book Bank Facility donated by the Alumni

Services

- Provides open access system
- Follows Dewey Decimal Classification (DDC) for classifying and arranging books
- Wi-Fi facility on demand
- E-learning facility with 5 computers (1 computer reserved for visually-challenged users served with NVDA and ORKA screen reading software)
- Display of new arrivals

- Online access to previous year question papers
- CCTV surveillances
- Television
- Library Services extended to the students of IGNOU study center in the College
- Automated gate entry using bar code
- Similarity checking(plagiarism) services - Ouriginal (formerly URKUND) – access provided by University of Calicut since 2019 onward
- INFLIBNET's NLIST – the college component of e-ShodhSindhu consortium with access to 6,000+ journals, 199500+ ebooks under N-LIST and 6,00,000 ebooks through NDL and more than 20 databases (JSTOR, Cambridge books, EBSCO, Springer...) which have been subscribed from 2011 onwards. Username and password are provided to the stakeholders for remote access.

Integrated Library Management System (ILMS)

Library automation was done during 2005 with CMS, an in-house software integrated with the college office, and bar-code was introduced in 2013. In 2022 a college automation software - NECTTOS - integrated with college office, Library and academics, was implemented with all the functions of library including housekeeping operations, gate register, circulation of books, generating reports and periodical management. Book circulation is done with the help of scanners and bar-coded ID cards.

NECTTOS Mobile App's Library Module provides the following services:

- Web OPAC for searching bibliographic details of all the books such as Title, Author, Content, Call number, Subject, Accession Number etc...
- Renewal of books for a further period of 7 days
- Wish list the book for further reading
- Question Bank
- E-resources

Rare and Special Collections:

Braille Collection	Special collection of 20 Braille materials
Encyclopedias	160 numbers
Collection of books by Writers from Wayanad and books related to Wayanad	24

Books on Kerala Studies	204
Career corner	18 periodicals and 1087 books

Library Advisory Committee - consists of Principal, Faculty Members and Librarian. Decisions related to the library including Book purchase, Journal subscriptions etc are taken by the consent of the library advisory committee.

Annual Expenditure (2017-2022)

Year	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Books	57485	160433	270832	165384	176188
Journals & NLIST	105053	103091	106500	121550	130276
Total	162538	263524	377332	286934	306464
Total Library Expenditure 2017-2022 = 1396792 (13.97 Lakh)					

Library Usage

Due to Covid 19 pandemic situations, regular classes were cancelled from 11/03/2020 to 31/05/2022. So here we are providing the last working years' data (2019 January to December).

Total Library Usage as per Gate Register Vol No.12 & 13 (January to December 2019) = 19239

Total working days = 187

Average per day usage = 103

$103/1765 \times 100 = 5.83\%$

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

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Response:

The college has successfully incorporated cutting-edge IT techniques and is in the process of fine tuning the automation process of the day to day operations. IT facilities are available, to make the academic,

administrative, and admission processes more effective, and more transparent .

I. Software Facilities:

- **NECTTOs:** www.necttos.com/login

The college used the system-based **College Management System** till 2021 for automating the admissions and library processes.

An **attendance portal** was developed by the college in-house software team to keep track of the students' attending classes during the pandemic. In 2022, college decided to be fully automated by migrating to the **NECTTOS** app which is both a **web-based application and mobile - application** for automation of the academic process (admission, library, attendance etc). All student activities are reflected in the app. Parents can also login into the app to keep track of their wards.

- **SMC-portal :**

Portal was developed by the in-house software team to track the various activities conducted by the college and to document faculty progressions and departmental/club activities for smooth functioning of IQAC.

- **College Website :** www.stmarysbathery.ac.in

A fully functional dynamic-website developed and maintained by the digital wing of the college.

- **LMS Moodle :** https://www.duk.ac.in/digital_smb/login/index.php

In the year 2021-22 the college availed the DIGICOL services and has implemented the LMS MOODLE.

- **Accounting software**

Tally was purchased in the year 2020 for maintaining the Management accounts.

- **Integrated Library Management System (ILMS)**

Library automation was done in 2005 with CMS (College Management System), a software integrated with the college office, and bar-coding was introduced in 2013. In 2022 **NECTTOs** was integrated with the college office, Library and academics was implemented having all the functions of library including housekeeping operations, gate register, circulation of books, generating reports, periodical management etc. Book circulation is done with the help of scanners and bar-coded ID cards.

- **INFLIBNET's NLIST** the college component of e-Shodh-Sindhu consortium with access to 6,000+ journals, 199500+ ebooks under N-LIST and 6,00,000 e-books through NDL and more than 20 databases
- **Similarity Checking Software: ORKUND**

II. Hardware/Physical Facilities:

All the departmental staff rooms are equipped with computers, printers/scanners and WiFi connectivity.

The Departments of Computer Applications, Physics, Chemistry, Library has separate computer laboratories with LAN. There is a common computer laboratory for general usage. Campus has **24 X 7 Camera Surveillance**.

The college has an **automated Announcement System**. Majority of the classrooms are equipped with ICT facilities.

III. Other facilities:

- There is unlimited digital storage capacity via Google suite purchased by the college, unlimited multi-domain Linux hosting space, Google-Classroom and Teachmint.
- A **media centre** is available for e-content development and Lecture Capturing System (LCS). Faculties have their own youtube channels and contents are made available in the college website, google classroom and MOODLE.
- College makes its presence in social media through a youtube channel, facebook and instagram accounts.
- There are 3 BSNL broadband internet connection with 100mbps speed.
- The staff members from the English and language department are provided with Voice Amplifiers.

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

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

Response: 16.39

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

Response: 102

File Description	Document
Upload supporting document	View Document

4.4 Maintenance of Campus Infrastructure

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

Response: 12.36

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

2021-22	2020-21	2019-20	2018-19	2017-18
15.9	12.3	52.5	23.0	34.7

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

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

Response: 78.73

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1335	1126	1281	1460	1405

File Description	Document
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Institutional data in the prescribed format	View Document

5.1.2 Capacity building and skills enhancement initiatives taken by the institution include the following

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

Response: A. All of the above

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

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

Response: 17.87

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

2021-22	2020-21	2019-20	2018-19	2017-18
351	316	501	269	63

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

5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

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

Response: A. All of the above

File Description	Document
Upload supporting document	View Document

5.2 Student Progression

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

Response: 27.02

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

2021-22	2020-21	2019-20	2018-19	2017-18
115	228	130	99	98

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

2021-22	2020-21	2019-20	2018-19	2017-18
466	414	568	532	500

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

5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 78.87

5.2.2.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
26	15	10	5	0

5.2.2.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
30	13	13	10	5

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

5.3 Student Participation and Activities

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

Response: 4

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at

national/international level (award for a team event should be counted as one) year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	1	3

File Description	Document
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Institutional data in the prescribed format	View Document

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

Response: 26.6

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

2021-22	2020-21	2019-20	2018-19	2017-18
23	8	38	28	36

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

5.4 Alumni Engagement

5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

For the past 60 years, the **Alumni** has made their contributions to various walks of life at the **local, national and international levels** by adorning various positions like **Scientists/Professors** (in Central/ State/Private/Foreign Universities and Research Institutes, various government and aided colleges), top level government hierarchy, **Ministers** in the State government, **Members of Legislative Assembly**, **Directors and Artists** from **Film industry**, **Chartered Accountants**

There are alumni adorning top positions in **United Nations** and there are eminent **Health and Wellness Specialists** etc. Interestingly, 19 alumni have had the rare opportunity to serve their alma mater as permanent teaching faculty and many others as guest faculty along with 10 alumni as permanent administrative staff.

The institution has an Alumni Association by the name '**SASWATH**' registered on 16th March, 2022 with registration no **WYD/CA/63/2022**.

A permanent staff member is appointed as the Executive Secretary of the Alumni Association to lead the activities of the Association.

The **fundamental policies** governing the Alumni are:

- 1.The members of the association are welcome as individual members or as groups to involve in all activities of the institution, particularly extension programs.
- 2.They are welcome to render their professional service to the students/staff.
- 3.They can use the institutional platform to render their services to the members of the general public under the banner of the institution.
- 4.As far as financial contributions are concerned, they are welcome to do so as individual/groups of batches.
- 5.They are welcome to render their professional services at a nominal charge or at no charge.
- 6.Alumni members are welcome as individual members or as groups to visit the campus at any time including holidays. Family visits are particularly encouraged.

Performance of the Alumni Association is characterized by the following activities:-

- 1.Regular meetings and get-togethers of the various batches within and outside the campus.
- 2.Annual get-togethers every year.
- 3.Regular Annual General Body meetings.
- 4.Regular department level alumni meetings.
- 5.Occasional batch wise alumni meet in departments.
- 6.“**Alumni-Interact (AIA)**”: Sessions/Talks by prominent alumni members in the Industry - Academia, who share their valuable experiences and expertise to various student groups.
- 7.Alumni sponsored NET Coaching Classes led by prominent alumni.
- 8.Civil Service Coaching sessions by alumni under the banner of “**SMC-Edge**”.
- 9.Philanthropic activity including “**Medical Equipment Bank**” where short term usage of a number of medical equipment are provided to the financially under- privileged members of the general public.
- 10.Special invitation to retired staff who taught a particular batch to make the events memorable.

Contributions to Academic life:

- Special Career Achievement Awards honoring special achievers among alumni.
- Involvement in curriculum restructuring by means of an alumni feedback mechanism on the curriculum.
- Special inspirational sessions by high achievers from among alumni.
- Book donation to the library by the alumni.

General contributions:

- Honoring the retiring staff members every year for their dedicated service.
- Social media presence.
- Family gathering with teacher-alumni during staff retirements.
- Special invitation to talented Alumni as Chief guest or judges in Sports/Arts Festivals.

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

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance

Response:

The fundamental Mission of the institution is “To mold upright citizens with civic sense and social commitment”. This can be materialised with and only within an environment which promotes freedom to thought and expression. The mission promotes maximum efficiency and effectiveness of the organization. On practical grounds, it translates itself into

1. Delegation of Powers.
2. Decentralization and
3. The Principle of Management by Exception (MBE).
 - Where, the **Educational Agency**, though physically distant from the institution, makes all the significant appointments to the top most posts in the hierarchy. He is involved only in exceptional matters.
 - The **Manager**, who is appointed by the Educational Agency makes all the significant appointments in the **Governing Body** which in turn precipitates into an **Executive Committee** with the Manager as Chairman to facilitate fast decision making and implementation. The committee decisions are periodically vetted by the Governing Body. The Manager has delegated his powers to a significant level so that the functionaries under him are diligent in making use of the delegated powers.
 - The **Resident Manager**, who works directly under the Manager is the ipso facto manager with all but only delegated powers of the Manager. While he enjoys no original powers, he remains in office during the pleasure of the Manager. This kind of decentralization and delegation ensures fast decision making and freedom of work.
 - On an everyday basis, two significant factors of problem identification and decision making are affected by a system of a Bursorial Committee or a **Bursar**, where the matters are discussed in the Executive Committee and decisions are arrived at. Bursar makes use of the tools of ‘Programme Intent System’ as well as ‘Complaints and Maintenance Intent System’. **A programme or a maintenance job can be initiated by any entity in the campus.** However the implementation shall depend on authoritative decision making process.
 - At the academic level, **the Principal**, who is the academic head with the help of the statutory **College Council** and the **Internal Quality Assurance Cell** manages academic affairs to the full satisfaction of the system incumbents.
 - The **Heads of Departments** ensures timely reportage and monitors the functioning of a Department.
 - The most significant elements of decentralization and delegation takes place at the grass root educational dissemination level, ie, at the **Tutor** level. The Tutor who is a teacher in charge of a particular batch of a programme is in full charge of the class right from preparation of attendance reports to uploading of internal marks to the parent University. The Tutor works at a personal

level, as far as the students are concerned, as all their academic and non academic issues are brought before the Tutor first and the HoD next.

- The **Wardens** of 3 Ladies Hostels and the Men's Hostel look after the affairs of the Hostels with the Principal as the Chief Warden, whose involvement is only exceptional.
- **NCC, NSS, Clubs and various Committees** work in a decentralized manner ensuring freedom of functioning and efficiency.

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

6.2 Strategy Development and Deployment

6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc

Response:

The major administrative hierarchies of management of the institution are enumerated below:

A. Management Administrative Hierarchy:

(which primarily includes infrastructure, appointments, fund-raising and general administration)

- 1.The Educational Agency.
- 2.The Manager.
- 3.The Governing Board.
- 4.Office of the Secretary, Governing Board.
- 5.The Principal
- 6.The Resident Manager.
- 7.The Bursar & the Bursorial Committee.

B. Academic Administrative Hierarchy:

The objective of the Academic Administration is the facilitation of dissemination of knowledge through the curriculum, extra curricular and co curricular activities and thus meeting the objectives, mission and

vision of the Management Administration.

The Academic Administrative Hierarchy consists of the following two corollaries.

1. **Management by Exception:** The Educational Agency, Manager, Governing Board, and the Office of the Secretary of Governing Board are involved only in exceptional matters and thus these entities are Management by Exception.

2. **Management by Objective**, typically consists of the following:

Office of the Principal.

The College Council.

The Internal Quality Assurance Cell

The Head of Departments and

The Tutors.

At the operational level of the institution, the integration of Management Administrative Hierarchy and the Academic Administrative Hierarchy are established by the binary of the “Principal” and the “Office of the Principal”. In the **Administrative Hierarchy**, the position of “The Principal” is limited in nature while in the Academic Administrative Hierarchy, the position of “The Office of Principal” is more formal in nature bound by rules and regulations of governmental agencies, and the powers bestowed upon him by the Management.

The above integration to a certain extent is possible through the office of the Bursar, since traditionally, the incumbent is a faculty member in service. However this is less formal in nature as this is not a government accredited formal position; instead it is a management position only.

Thus the administrative set up results in a **smooth and vivacious synergy and integration** of academic and administrative functions.

The objective of Management Administration is to create a functional environment for the Academic Administration. This is made possible through:

1. Personnel facilitation by appointments and maintenance of service rules.

2. Infrastructural facilitation through resource mobilization and utilization.

Appointments are made by two **mutually exclusive channels** as follows:

1. Those who draw salaries from the government exchequer, whereas the appointments are of two kinds: permanent nature and temporary nature.

2. Those who draw salary from the management exchequer.

In both the above appointment categories, formal channels of appointments are followed. The only difference is that, in the case of permanent government appointments, the Interview Board will consist of government officials and University nominees and during their tenure, all the provisions of the state Service Rules are applied.

However, at the functional level, their duties and responsibilities are the same for the employees of a particular category.

Thus, there is a **synergy of the decision making line Agencies and the Staff Agencies of the organization**. The deployment of the institutional strategies, institutional perspectives, and development plans are calibrated towards the achievement of the institutional Mission and are according to the institutional Vision and objectives.

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

6.2.2 Implementation of e-governance in areas of operation

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

Response: A. All of the above

File Description	Document
Upload supporting document	View Document

6.3 Faculty Empowerment Strategies

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

Response:

STATUTORY WELFARE MEASURES

- **Reservation in appointment for the physically challenged.**

- **State Life Insurance**
- **Provident Fund**, the investment to which is totally safe and it offers higher interest rates than normal Bank FDs.
- Various **Leave benefits** like Maternity leave, Paternity Leave, encashment of un-availed Leave, Medical leave, Half-Pay leave, Duty leave, Casual leave, Loss of pay leave etc.
- **Festival allowance and bonus.**
- **Dependent Employment** in the event of dying in harness of an employee.

HEALTH, HYGIENE AND FITNESS

- **Free medical checkups** and medicine distribution by Homeopathic Clinics run by AYUSH Department, managed by two doctors and allied staff.
- **Maternity benefits** for the faculty members.
- **Free Health Club and Yoga Training** by the AYUSH Department.
- **Zumba classes** for female staff members.
- **Classical dance classes** at subsidized rates for staff.
- **Counseling facilities** by professional counselors from Kudumbasree.

MONETARY BENEFITS

- **Interest free loans** and monetary support to the teaching and non-teaching faculty members.
- **Salary advanced** for guest and permanent faculty members awaiting government approval.
- **Contributory Provident Fund** implemented for the self-financing and staff.

PROFESSIONAL INCENTIVES

- **Incentives and rewards** for completing Ph.D
- **Support for higher studies** including FDP and Doctoral Programs
- **Autonomy in academic matters** and role in governance.
- **Computers, laboratories** and dedicated space for research.

- **Free Wi-Fi** and email ID
- Events for special mention for achievements.

MISCELLANEOUS

- **Daycare facilities** for the children and wards of the teaching and non teaching members.
- **Active staff club** which looks into the staff welfare both for teaching and non teaching like;
Annual tours.
Annual family get-togethers
Lectures and talks, beneficial for the teaching and non-teaching staff.
Group activity programs
- **Celebrations of festivals like Onam and Christmas.**
- **Active programs for retired staff** members of the College held annually (FORT)
- **Cafeteria food and refreshments at subsidized rate.**
- **Cooperative-store functions at subsidized rates.**
- **Subsidized Hostel facilities.**
- **Free uniforms** for security and supporting staff.
- **Designated car parking for staff** separated from students.
- **Appointment of alternative staff**, in case of long leave of a staff member

PERFORMANCE APPRAISAL SYSTEM

The institution has an effective performance appraisal system set in place for assessing the staff members. Promotion is based on measurable criteria of performance.

1. **Academic Administrative Audit (AAA):** 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.
2. **Self-Appraisal Report (SAR):** The Self-Appraisal Report (SAR) of all teaching staff is taken on an annual basis using a structured questionnaire which in turn is analyzed by the Head of the Institution which helps to improve academic performance and individual perspective.
3. **Student's Assessment of Teachers:** The feedback received is communicated to the individual faculty members by the HOD confidentially, so that necessary improvements can be made.

4. **Performance Monitoring for Non-teaching Staff:** Their performance is monitored by the Office Superintendent and are communicated confidentially to the Principal who also makes his/her personal observations.

The senior staff in the administration/academics grooms the new recruits to help them to enhance their performance.

File Description	Document
Upload Additional information	View Document
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6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 3.52

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

2021-22	2020-21	2019-20	2018-19	2017-18
13	0	0	0	0

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

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

Response: 17.54

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

2021-22	2020-21	2019-20	2018-19	2017-18
18	31	20	13	5

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

2021-22	2020-21	2019-20	2018-19	2017-18
25	26	23	26	27

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

6.4 Financial Management and Resource Mobilization

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

Response:

It has strategically identified the following major sources of funds:

1. Government Sources.

1. **Central Government Sources:** UGC, RUSA, DST-FIST, Scholarships.

2. **State Government Funds:** Grant-in-Aid for Salary, Funds for NS, ASAP, Women Development Cell etc.

2. Non Government Sources:

1. Institutional share of fees from students.

2. Endowments and Awards.

3. PTA Funds.

4. Staff Contributions.

5. Rents for Grounds, Canteen and space facilitation.

6. Management's Sources of contributions and charity receipts.

The **Utilization Strategy** has two different corollaries:

1. **Governmental procedures** carried by the official College Accounts Office and
2. **Managerial Procedures** typically carried out by the Management Accounts Office.

Typically, the process of fund utilization involves the following steps:

1. **Requisition** by means of a signed intent.
2. **Assessment** of need by Bursar/Resident Manager/Principal as the case may be.
3. Presentation to the **Purchase Committee**, and passing thereof.
4. Passing by the **College Council**.
5. Obtaining permission from the **Deputy Directorate** of College Education, as the case may be.
6. **Invitation of :**
 1. Expression of Interest for purchases which involve an amount which is less than Rs.15,000.,
 2. Quotation for purchases which involve an amount which is more than than Rs.15,000 and less than Rs.100000.,
 3. Tender for purchases which involve an amount which is more than Rs.100000 and less than Rs.500000., and
 4. E-Tender for purchases which involve an amount which is more than Rs.500000.
7. Inspection and Finalisation of Quotations.
8. Issue of Purchase Order.
9. Receipt, Inspection and Entry into Stock Register
10. Payment.

In the Case of Utilization of Managerial Funds, instead of the Purchase Committee, and College Council and the Executive Committee of the Management shall do the needful. It should be noted that the Principal, strategically, is an inevitable part of both the lines of procedures.

Audit & Control System

The financial control system inevitably has a tail end of Annual Audit.

The institution conducts both

1. **Internal Audit** - Conducted by qualified Chartered Accountants, appointed by the Management, every Financial Year to audit Non Governmental and Management Funds and

2. **External Audit.**

As per the procedures laid down by government agencies which usually involves:

1. Statutory Audits conducted annually by the Chartered Accountants.
2. Government Audits: by the Accountant's General's Office, Trivandrum;
3. Audits by the Directorate of Collegiate Education, Government Of Kerala.
4. External Audit by Account General (AG).
5. Directorate of Collegiate Education, Govt of Kerala to verify the utilization of funds received from the Central and State government agencies like grants from UGC, RUSA, CPE, Autonomy Grant, DST-FIST.
6. External Audit by Directorate of Collegiate Education (DCE), Govt of Kerala to verify Cash Book, Acquaintance of Staff, SC/ST/OEC Acquaintance, E-grants Account, Caution Deposit Accounts and Fee receipts.
7. External Audits for UGC Funds for all the grants received from UGC.

Audit Objections and Rectifications:

The audit objections are rectified by the accounts departments of both the official college finance office as well as the Management Finance Office as the case may be.

Needless to say, the funds are utilized for the following purposes:

1. Infrastructure Development.
2. Facility Maintenance.
3. Salary.
4. Seminars, Workshops, student support programmes
5. Extension Programmes.

6.Examinations.

7.Seed money for Research

8.Sports Promotion Activities.

File Description	Document
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6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

Internal Quality Assurance Cell (IQAC) is the pivotal body, formed as per the NAAC guidelines, governing the activities for quality enhancement and sustenance. With **Principal as Chairman** and a **senior Teaching faculty as Coordinator**, IQAC gives suggestions to all the departments in conducting both curricular and non-curricular activities. College-level quality assurance techniques and procedures are adopted based on the recommendations made by the IQAC committee.

IQAC Quality Assurance Strategies and Processes

- **Took initiatives to develop the in-house portal** to assist the online teaching during pandemic
- Ensured **complete automation of the academic and administrative processes** after the pandemic
- **Maintains** student, teacher and non-teaching staff **database**
- Established a real-time **attendance software**.
- Encouraged **blended mode of teaching-learning process** by suggesting webinars
- Streamlined the processes in **AQAR for timely documentation**
- Initiatives taken to conduct more **certificate programmes**
- Plans initiated to promote, develop and maintain **sustainable campus in collaboration with MGNCRE**

- Well mechanized **feedback mechanism**
- **Appraisal** of the faculties done to improve performance
- Undertakes **Administrative and Academic Audit, Energy, Environment and Green Audit** by approved agencies
- **Alumni Lecture Series** - Alumni-InterActive(AIA)
- Increased the number of **MoUs and collaborations**
- **Personality/skill development programmes** for students
- **Health and wellbeing of stakeholders** managed with collaborations by **AYUSH Homeo Clinics, AYUSH gym and Yoga , Kudumbasree led Counselling Centres**
- **Welfare schemes** through charity funds by building houses,donating electronic gadgets for online classes, food coupons and two wheelers for students
- Made campus **Divyangjan friendly**
- **Faculty Development Programmes** for teaching staff and Professional Development Programmes for NTS
- A well equipped **DST/FIST research lab** catering to the research needs of the community in the district and outside.
- Steps for a **LMS-MOODLE**
- **QR Coding of plants** in the institution

Reviews Teaching Learning Process, Structures & Methodologies

- At the beginning of the semester, plans are put forward to complete the syllabus in the scheduled time through well defined teaching plans which are delivered through blended mode.
- The POs,COs and PSOs of each course intimated to students through the respective faculty members and which is published in the website
- Delivery of the syllabus and enhancement of teaching-learning process is further done through seminars, assignments, projects,laboratory work, field visits and surveys.
- Continuous evaluation of student progression is done through test papers, seminars and assignments
- Review mechanisms initiated by IQAC through a feedback system, student satisfaction survey; verifies the effectiveness of the curriculum delivery and learning outcomes which is intimated through the Principal to the respective departments for refinement.

- Based on the review of outcome, improvements are initiated through Tutorial/Mentoring, Peer learning, Remedial classes etc

Incremental improvement in various activities

- Majority of **classrooms are ICT enabled**
- Number of **computers increased** for use by students from the previous cycle
- **4 new Research centers** with associated research laboratories
- Number of **research publications increased and number of PhDs increased** from the previous cycle
- **New Clubs and programmes** introduced
- **Introduced new generation courses**
- Infrastructures augmentation with emphasis on the Divyangjan with **complete ramp connectivity of the buildings,restrooms and gardens**
- **Number of placements increased**
- **Community linkage programmes** with NGOs and GOs and work with adopted colonies

File Description	Document
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6.5.2 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)/ membership of international networks**
- 3.Participation in NIRF**
- 4.any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc**

Response: A. All of the above

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

Criterion 7 - 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 and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

Response:

1. Gender Equity

The College upholds the sustainable development goal(SDG 5) of the UN which aims to address and bridge the gaps faced by the genders through various programmes and activities in the curriculum and co-curriculum.

1. As part of Curriculum

- Audit course in Gender Studies
- Modules in courses; Women's Movement, Feminism, Women's Rights, Women Writers, Women Freedom Fighters
- Project work dealing with *Women's issues and Gender studies*
- Mind-strengthening training programme

2. Non-Curricular Activities

- Legal Awareness Programme
- Social Engagement/Awareness Programme: Moral, Social and Cultural Values in Family
- Developing entrepreneurial skills among girls by WDC; cake making, Food Fest, Skill exhibition programmes.
- Fabric painting
- Skit (MURIPPADU) and short films (**Mizhivu, Salt**)
- Break the Chain programme (preparation/distribution of sanitizers)
- Old-age home visit
- Athletics "Ausus Ludis"
- Self-Defense Programme; workshop for girls
- Yoga
- Competitions: poster making, logo making, Mini story writing, photography, debate etc
- Gender Sensitization campaigns
- Seminars on Gender Equity, Relations and Self actualization, Mental Health and Hygiene
- Gender Equity in Kerala; A transgender's Perspective

3. Safety and security measures initiated for Genders

- 24-hour CCTV surveillance
- Fenced campus
- Round-the-clock security with restricted entry of visitors/vehicles
- Hostel wardens
- Ramps, wheelchairs for Divyangjan students
- Identity cards mandatory for all students/staff
- Leisure rooms for staff/students

4. Health, Hygiene, Fitness, Recreation

- Sanitary napkin vending machines

- Bi-monthly Homeo clinics by the AYUSH
- Incinerators in toilet/hostels complexes
- Counseling-centers by KUDUMBASHREE
- Sick rooms,first-aid kit for emergencies
- Yoga classes for women through AYUSH
- Weekly Gym practice for female students by AYUSH
- Gender-neutral Gym
- Zumba, classical dance classes for staff/students
- Annual free medical check-ups

5. Clubs/Cells related to gender equity

- Women cell; Kerala State Women Development Cell
- Women cell under the aegis of Calicut University; Gender equity cell
- Internal complaints committee
- Grievance and redressal cell
- Anti-ragging cell

Maintaining gender equity is always the approach of the college. Through the numerous efforts, it is visible that the balance has been preserved over the years which is evident from the fact that more female students are enrolling for education.

The college makes efforts to promote gender equity and women's empowerment, and it is evident that female faculty members hold high-ranking positions in the institution just as their male counterparts, including those of Principal, Office superintendent, heads-of-department College Chairman, and bursar, to name a few .

2. Commemorative days, events and festivals

Every year the College organizes various programmes to **commemorate national and international days** done through NSS, NCC and various clubs of the College. Though Covid Pandemic was a major restriction in organizing events and festivals, initiatives were taken to conduct programmes in online and offline mode, taking care of the covid protocols.

- Every year, constitutional days like Republic day, Independence Day, Human Rights day, Constitutional Day, Women's day, National Voter's Day, Yoga Day, Gandhi Jayanti, Hiroshima Day, Kargil Vijay Divas, World Health Day, Teacher's Day, Blood Donor Day, Day against Child Labour, Martyr's Day, International Pain and Palliative Care, Mathrubhasha Dinam etc.
- Events like Ethnic day, College Day, Arts Day, Founder's Day.
- Festivals like Onam, Holi, Christmas, Pongal .
- Azadi ka Amrith Mahotsav.
- Swachh Bharat Abhiyan.
- Anti-drug Day and activities.

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

7.1.2 The Institution has facilities and initiatives for

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

Response: A. 4 or All of the above

File Description		Document
Upload supporting document		View Document

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

1. Green audit / Environment audit
2. Energy audit
3. Clean and green campus initiatives
4. Beyond the campus environmental promotion activities

Response: A. All of the above

File Description		Document
Upload supporting document		View Document

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

Response:

1. Academic Inclusiveness

Inclusiveness is integral to the system of the college.

- It provides affordable and quality education to all strata in the society.
- Admission is done through a single window system mandated by the University which also ensures inclusivity.
- Faculties and students from various states (including Lakshadweep), religion, castes and communities are admitted as part of inclusive nature..

2. Cultural, Regional and Linguistic Inclusiveness

- Festivals of the bordering states and districts are celebrated by giving local holidays.
- Community outreach programmes are conducted to foster the spirit of harmony and solidarity.
- In addition, Ethnic day, fresher's day, farewell party, Staff outings, Student tours, Valentines week, founders-day celebrations over a week, college day and condolences meet are also organized.
- To promote and perform various art forms, the college is a venue for AKILA WAYANAD NURSERY KALOTSAVAM with around 1200 participants for the past 18 years.
- Reading week, Hindi Diwas, Mother tongue day are observed

3. Inclusiveness in Communal and Socioeconomic diversity

- The College provides monetary assistance through institutional scholarships/ endowments, charity, food coupons which help economically backward students to fight financial constraints.
- Gender equity club conducts life- skill training sessions, awareness classes/webinars on topics on legal, gender relations and self actualisation.
- NSS and NCC practice observance of important days.

There are other facilities/activities like

- Common prayer hall in hostels
- Covid-19 and Flood relief activities
- Break- the-chain campaigns during covid pandemic
- Medical camps for tribals in the nearby colonies
- Visit to old age homes
- Hair donation for cancer patients
- Blood donation camps
- Conducting tours to places of heritage value
- College magazines

Sensitization towards constitutional obligations:

The institution has committed to the responsibility of molding upright citizens with civic sense and social commitment. The secular nature is revealed as students and faculties here belong to different social classes and communities.

- Every year the institution organizes a one week induction programme for newly admitted students to sensitize them to their duties, responsibilities and to hold on ethics and values.
- Patriotism is instilled among students by encouraging them to join NCC.
- A club for differently-abled and a gender equity cell to promote and sensitize the students/staff about social justice.
- The college commemorates days of national importance with due respect.

- Every day begins with a prayer and recitation of the national anthem.
- Flag hoisting ceremonies are held on Independence Day and Republic Day. The NCC cadets participate in the Republic Day Parade in Delhi.
- Webinars on National Constitution Day instills constitutional obligations and grandeur of the Indian Constitution.
- The College Union organizes Ethnic day to promote a sense of national integration and unity in diversity.
- 'Voters Day Pledge' is organized on National Voters Day to remind the voter's obligations.
- There is an electoral literacy club which conducts election surveys. Teaching and non-teaching staff and NCC cadets participate in mandatory election duty.

Policy documents upholding the expected ethics and values, maintenance of the green and a plastic free campus from the various stakeholders are appended in the college diary and in the website for perusal.

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

7.2 Best Practices

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

Response:

Best Practice - I

Title of the Practice

Attainment of Sustainable Development and Biodiversity through Green Campus Initiatives.

Objectives of the Practice

- To create awareness on sustainable development goals
- To promote biodiversity through well defined eco-friendly practices.
- To manage and conserve available water resources
- To ensure proper water sanitation
- To increase the use of renewable energy resources.
- To promote the 3 R's-Reduce, Reuse and Recycle

The Context

Environment sustainability being of prime importance during the current era, initiatives for green and sustainable living, upholding the **UN sustainable development goals** is essential for human existence. The **unsustainable trends** in the growing consumption of water and energy **disrupt the fragile ecosystem** and hence **intensive proactive measures** should be taken to cope with the competing demands on water and energy.

The Practice

The college campus is blessed with **rich flora and fauna** which include various gardens and is made even more beautiful with numerous indoor ornamental plants. **Bamboo, Banyan, Neem trees**, various **reserved trees** and cash crops - coffee, arecanut and pepper are available. A park dedicated to biodiversity maintained as a **Miyawaki forest**. Girls' hostels have their own gardens with rare plants, orchids and medicinal herbs used by the inmates and neighboring community. In addition MoU's were signed with renowned biodiversity center, MS Swaminathan Research Foundation (**MSSRF**).

St. Mary's College has put forth various practices to conserve water resources in the campus. There are **6 rainwater harvesting tanks** with a total capacity of **10 lakh liters**, a reservoir for daily needs and a huge **rainwater pit** for **ground water recharging**.

The institution recognizes the Sustainable Development Goals for affordable and clean energy (SDG-7) as imminent priority. **Solar panels** with capacity of 10KW have been installed to meet the immediate requirements and an additional 15KW is in the pipeline.

The infrastructure uses **transparent roofing/tiles** which provides ample light. Majority of the classrooms are **naturally lit and are well ventilated**. The college **uses LED lights** and LED-based TV/Computer screens. All the refrigerators and air-conditioners used are energy efficient with 3-4 stars.

Bio-degradable wastes generated in hostels and campus are fed into a **biogas plant** which partially manages the energy needs. A **sewage-treatment plant** with a capacity of 45000 Litres Collaborations with DTPC (District Tourism Promotion Council) to work towards preserving, promoting and **maintaining heritage sites** in the district by student volunteering and with the help of members of tourism and mountaineering club.

Community extensions to **promote clean environment** through clubs. Social initiatives to reuse, recycle and reduce for a better tomorrow through general campaigns, replacing sanitary pads with menstrual cups and **free markets**.

Evidence of Success

- Multiple organic gardens including medicinal/herbal gardens using the manure from the various farms in the hostels.
- **5700 trees** and plantations in campus attracting many birds and animals including rare and endangered species like silver owls endemic to western ghats.
- **Self-sufficient** hostel with **organic vegetable gardens**, **24 cows** , **extensive poultry** farm with

hens, ducks, goose.

- **Rare Indigenous breed of Vechur cow** with **high medicinal value** for its milk and other by-products used by **convalescing people** in and around the campus.
- Efficient **water resource management and waste management**.
- **Internships** in the area of biodiversity.
- Periodically conducted **sustainability markets**.
- **Digital wellness club** spreading awareness to act responsibly in digital environment reducing carbon footprints.

Problems encountered and resources required

- Human resources required to maintain the campus.
- Absolute waste management is a strenuous task.

Notes

- Future plans to extend the idea of sustainability beyond the campus in alliance with local self governments.

Best Practice - II

Title of the Practice

Eradication of Illicit Drugs and Inculcation of Social Awareness within and beyond the campus.

Objectives of the Practice

- To educate youth about the illicit usage of narcotic drugs
- To inculcate social awareness on drug abuse in the neighborhood.
- To encourage occasional users to abstain from drugs
- To ensure the campus free of substance abuse

The Context

Rampant use of narcotic substances among the youth of the present generation is creating a menace in the society, which is **adversely affecting their physical and mental wellbeing**. By persistent use of abusive substances, students **experience academic difficulties, mental and health problems, poor peer relationships** which create problems among family members, community and the entire society.

The Practice

The college has an active Anti-Drug Cell, constituted under Kerala State Anti-Drugs Mission-**VIMUKTHI**, which works in collaboration with various government agencies and NGOs. **Anti drug cell** makes strenuous efforts to conduct various programmes which creates a sense of

well being and awareness among the youth.

Flash mobs/ webinars/seminars/drama/street plays/skits etc are conducted every year to create **perception about the perils** related to drugs among the youth and society. There is a an active group of faculty members directing the students to conduct awareness programmes in the campus and nearby community.

Excise department along with Anti-Drug cell takes efforts in eliminating the menace and conducts awareness programmes annually for newcomers after the Induction programme followed by other programmes throughout the year.

Extension activities in collaboration with Clubs and Municipality are conducted annually. The institution also provides facilities like **counseling centre, Health and fitness centre, regular health checkups, Yoga classes and sports day** to ensure the mental and physical fitness of students. **Meaningful Quotes** which encourage students to live a life devoid of drugs are displayed in college premises.

Evidence of Success

- **Students joined the Anti-Drug Cell** and actively participate in various programmes put forth by the Cell.
- Students showed active interest in **joining sports, Gym and yoga clubs** to attain mental and physical fitness.
- **Identification of hot-spots and corners of drug dealers and users** which is intimated to the excise department and later became **safe havens**.

Problems encountered and resources required

- Identification of addicts and their recovery is a tedious process.
- Systematic follow-up is found difficult to attain, as they are exposed to other elements outside the campus.

Notes

Anti-Drug Cell desires to widen its activities to tribal colonies where drug abuse is a serious problem and intends to conduct surveys among the youth as an extension activity.

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

7.3 Institutional Distinctiveness

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

Response:

TITLE *ARIKE - TO EMPOWER AND UPLIFT THE SOCIALLY BACKWARD ADOPTED COMMUNITY*

Wayanad is one of the 100 most backward districts of the country with a **large proportion of tribal population** and has been **ranked third in the country** in the **Aspirational Districts Programme (ADP) of the NITI Aayog** in agriculture and water resources category which aims to improve the socio-economic status of 117 districts from across 28 States. Wayanad is the only district selected from the State for the programme.

Right from the inception of the college, the institute has always worked for the betterment of the tribal community. Even though there are plenty of social welfare schemes implemented by the governments of Kerala from time, the effectiveness of these programmes are far from impressive.

Due to the proximity of the college with several communities of colonies, the Municipality collaborated with the institute to extend their activities and for this they permitted to **adopt 5 tribal colonies (wards 4,5,6,8 and 9)**. Measures were taken to identify the problems/ requirements of the communities and find solutions involving the students and various clubs including NCC and NSS.

Aim

To empower and uplift the socially backward community of the adopted colonies.

Problems identified

Through the visits conducted we identified many dropouts in higher secondary education and hence the hesitancy to enter HEIs. Health and hygiene are other issues to be focused on.

The pandemic has hampered the community initiatives that are regularly undertaken but the management contributed its premises for a fully functioning CFLTC and community kitchen. The institutional help mostly benefited the tribal community to contain the spread of the virus

Hygiene and health awareness programs are conducted.

- 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.

Education

- Learning kits were distributed to the children of the colonies.

- The faculty and students also helped the faculties of the Anganavadis and spent quality time telling stories and playing educational games with the students of the pre school Anganavadis through the BLOSSOM programme.
- Financial literacy programme is conducted to familiarize them to use the digital mode of payments and safety measures to be considered when doing such transactions.

Anti-drug & Anti-Tobacco awareness

- An anti drug and anti-tobacco awareness program was conducted in one of the adopted colonies by the NCC cadets considering the menace of the use of narcotic substances.

Surveys

- 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.

Interactions

- The staff and students regularly visit the colonies and interact with the ward promoters and the residents in the colony.

Collaborative work in the colonies with government agencies

- MGNCRE officials visited the college campus and the adopted colonies in two consecutive years. They were satisfied with the hygienic surroundings of the colonies and the work done by the institution for the same.
- The officials interacted with the promoter and the residents of the colonies.
- Awareness classes were given for the faculty of the institution on how to proceed with the various programmes giving emphasis on sustainability.
- Classes were also arranged for the residents of select colonies.

Extension work

- To ease accessibility and improve usability, the existing roads were cleared from the place Pachadi to Veetikutti colony by the staff and students. Widening and clearing of mud foot paths from outgrowth of wild bushes were carried out to reduce incidents of human-wildlife interactions which might take dangerous turns.
- Distributing mattress/ beddings, bed sheets, blankets and pulpaya (traditional grass mats) for the

residents of the tribal colonies in the forest interiors.

Outcome/Impacts

Placements/awards

- As Tribal students are physically inclined to sports, the college takes special initiatives to promote their skills and to achieve laurels at the state level and university level.
- The graduates belonging to the tribal community from the college are easily placed in governmental sectors as in railways (Group D), Defence, Police Department, Excise department, Mini civil station, government hospitals , Krishi bhavan, collectorate , and forest departments etc.

Institution provides holistic education to develop skills, knowledge, and leadership qualities.

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

5. CONCLUSION

Additional Information :

- **Best NCC unit** in the State for two consecutive years under Kerala and Lakshadweep
- **College infrastructure used as covid centers** during the pandemic during 2020 and 2021 which was one of the many reasons that the Municipality got the Best Municipality Award in the State
- **College infrastructure and premises** used by the District Administration for the **conduct of election to the State Legislative Assembly 2021 as collection and distribution centre.**
- College venue used by government department and local self governments to conduct their programmes.
- College grounds used as
 - Helipad
 - Used by Members of Parliament for rallies,
 - Recruitment rallies by the Army
 - Police force
 - PSC
 - Exhibition fairs
 - Athletic meets of neighboring schools and colleges
 - Wayanad District Cricket Association
 - other Cricket/football associations.
- **University Rank holders** every Academic Year
- **Patent** published by faculty member.
- Dr. Jipson V Paul, a faculty member has been appointed in the prestigious post as **member of Kerala Public Service Commission**
- Participated in NIRF ranking
- Participated in ARIIA ranking.
- Participated in MGNCRE Institutional Sustainability Ranking
- Bridge courses conducted to equip students to overcome barriers in learning.
- **A player selected to Women's Indian cricket team** and played for women's Under 19 T20 World cup
- Won the 90 kg category Calicut University best Physique championship
- **A player selected to Indian Junior women Volleyball team** for Asian championship
- ITAS Young Scientist Award 2020 for the faculty member Dr. Sanoop A P
- Dr.Ganesh R is editorial board member of ESN Publication, Glacier Journal of Scientific Research
- College campus given for commercial **film shooting.**

Concluding Remarks :

St.Mary's College, Sulthan Bathery has played a significant part in the higher education system in the district of Wayanad, since its **founding in 1965.**

The institution has been at the forefront of **empowering young generations** through holistic education, staying true to its mission and vision of academic excellence with **character formation and social responsibility**, aiming to nurture students who are not just knowledgeable but also **compassionate and responsible citizens.** The institution offers a wide range of **undergraduate and postgraduate courses** across various disciplines,

including **arts, science, commerce, and management**.

The college has produced tens of thousands of graduates and postgraduates, most of them being **first-generation learners; now holding prominent positions all over the world**. The college's inspiring ascend to new heights is continued by its **visionary administration and dedicated and dynamic teaching and non-teaching staff**.

In addition to academic programs, the college also provides ample opportunities for students to **develop their skills and talents through extracurricular activities** such as sports, cultural events, and social outreach programs. The college has a vibrant student community that is actively involved in **organizing and participating in various events and initiatives**.

The college places a strong emphasis on **research and innovation**, encouraging faculty and students to engage in research activities and develop innovative solutions to real-world problems. **The institution has state-of-the-art facilities and resources** to support research and innovation, including **well-equipped laboratories, a modern library, and access to online databases and journals**.

St. Mary's College, Sulthan Bathery has established itself as a **leading institution of higher education in the district of Wayanad**, providing quality education and nurturing well-rounded individuals who are equipped to make a positive impact on society. The young generations of this place enriched their minds from this reservoir of knowledge. Along with them, **the institution contributed its share in empowering the weaker sections of the society**. In the process of uplifting the communities, **the college always preserved and promoted ecological balance**. As a result, **recognitions and achievements came its way**. The Institution is **always on its path to achieve its mission and vision**.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	Number of Add on /Certificate/Value added programs offered during the last five years Answer before DVV Verification : 25 Answer After DVV Verification :22																				
1.3.2	Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year) 1.3.2.1. Number of students undertaking project work/field work / internships Answer before DVV Verification : 601 Answer after DVV Verification: 546																				
3.2.2	<i>Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years</i> 3.2.2.1. Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years Answer before DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>24</td><td>24</td><td>15</td><td>10</td><td>7</td></tr></table> Answer After DVV Verification : <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>4</td><td>1</td><td>4</td><td>2</td><td>3</td></tr></table> Remark : as per the documents	2021-22	2020-21	2019-20	2018-19	2017-18	24	24	15	10	7	2021-22	2020-21	2019-20	2018-19	2017-18	4	1	4	2	3
2021-22	2020-21	2019-20	2018-19	2017-18																	
24	24	15	10	7																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
4	1	4	2	3																	
3.3.1	<i>Number of research papers published per teacher in the Journals notified on UGC care list during the last five years</i> 3.3.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years Answer before DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>17</td><td>19</td><td>24</td><td>11</td><td>21</td></tr></table> Answer After DVV Verification : <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>6</td><td>7</td><td>4</td><td>1</td><td>0</td></tr></table>	2021-22	2020-21	2019-20	2018-19	2017-18	17	19	24	11	21	2021-22	2020-21	2019-20	2018-19	2017-18	6	7	4	1	0
2021-22	2020-21	2019-20	2018-19	2017-18																	
17	19	24	11	21																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
6	7	4	1	0																	

Remark : Other papers are not published in the UGC CARE Journals or Scopus or WoS

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
11	10	10	4	5

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
11	10	10	4	4

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
115	228	130	99	98

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
115	228	130	99	98

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
598	596	617	575	554

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
466	414	568	532	500

Remark : as per the documents

5.3.1 Number of awards/medals for outstanding performance in sports/ cultural activities at

University / state/ national / international level (award for a team event should be counted as one) during the last five years

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
12	4	6	15	2

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	1	3

Remark : as per the documents

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
26	80	27	14	5

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
18	31	20	13	5

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
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2.Extended Profile Deviations

ID	Extended Questions
1.1	Number of teaching staff / full time teachers during the last five years (Without repeat count): Answer before DVV Verification : 118 Answer after DVV Verification : 110
1.2	Number of teaching staff / full time teachers year wise during the last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
77	79	85	75	76

Answer After DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
68	74	81	73	73

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
255.4	191.2	206.5	308.2	158.3

Answer After DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
255.4	191.2	206.5	308.2	158.3