

MAR THOMA COLLEGE, TIRUVALLA

Education par Excellence and Educated for the Society

(Accredited with A-Grade by the National Assessment and Accreditation Council - NAAC)

Affiliated to Mahatma Gandhi University, Kerala

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Internal Quality Assurance Cell (IQAC) Action Taken Report 2023 - 2024

Category	Action Plan	Action Taken Report
1. Curricular Aspects		
Curricular planning and implementation	Introduction of ET-LAB (ERP- campus management software).	Implemented successfully. Student Attendance, student details, Teachers diary, Subject coverage, Admission, TC issue etc. covered under ET-LAB.
Academic flexibility: Add on courses	Formation of a Board of Studies with external experts 30 hours syllabus- approval.	2 Diploma courses and 12 certificate courses running/completed with BOS and minimum 30 hours syllabus.
Curriculum enrichment	Conducting programmes / activities / seminars / workshops on the following topics: Gender equity Human values Environment and sustainability Entrepreneurship IPR Research methodology	Gender equity: Three programmes 1. Women cell: logo design competition 2. Women cell: invited talk 3. NSS units: Transgender Awareness Programme Human values: Six programmes 1. Centre for Social Action (CSA)- Wheelchair donation 2. NCC Noon meal distribution: 'Vishappu rahitha Tiruvalla'. 3. Thanalmaram- Outreach Programme: NCC & Women cell 4. NSS - Pothichor distribution 5. Red Cross Society: Orientation programme and 6. classes promoting humanitarian values and social responsibilities

Environment and Sustainability: 13 programmes & activities

- 1. Environment protection awareness campaigns, invited talks, poster displays, sapling distributions, pledge taking were conducted by various departments, NCC, NSS and subject associations.
- 2. Forestry club & department of Botany: 50
 Bamboo saplings for a bambusetum and 30
 medicinal plantlets for a medicinal garden
 have been planted in the campus premises.
- 3. Forestry club: Flash mob as part of the Wildlife Week Celebration.
- 4. Department of **Botany**, **Chemistry** and **Physics**: displayed **posters**, **articles** and **drawings** as part of the observance of World Ozone Day.
- Bhoomitrasena: Poster competition and debate competition on World Ozone day and National Wildlife Week.
- 6. **Bhoomitrasena**: Seminar on the topic, 'Endangerment of Forest Resources and Eco-Restoration in a Dynamic World'.
- 7. Department of **Physics**: Poster presentation campaign to raise **awareness about Carbon Neutrality**.
- 8. Department of Chemistry: International Symposium on Smart and Sustainable Materials for the Future.
- Department of Botany:
 Seminar on the topic, 'Ecology in Action:
 Empowering Change for a Sustainable Future'.
- 10. Department of **Botany**: International Webinar on **UN G20 Land Initiative** (aimed at tackling land degradation and promoting sustainable land management): **Strengthening**Campus-Community Connections.
- 11. **NSS**: **World Sparrow Day** (Angadi Kuruvidhanam) was observed.

- 12. Forestry club and department of Botany:
 International Day of Forests was celebrated
 with a visit to the Model ForestVidyavanam, followed by a Pledge Day for
 Forest Preservation.

 13. Department of Physics: Urjakiran Summer
 Campaign.

 Entrepreneurship: Three activities and programme

 1. Department of Physics: 'Ideathon contest' on
 the theme: Space and Entrepreneurship.

 2. Department of Commerce and ED club:
 Friday Market.

 3. Department of Biosciences and ED club:
 - Jepartment of Biosciences and ED club: Hands-on workshop on paper bag manufacturing.
 Three students of the department of
 - Biosciences have completed the
 Bioentrepreunership Basic Certification
 (BBC)/ Bio-entrepreunership Advanced
 Certification courses conducted by Kerala
 Biotechnology Commission, KSCSTE.
 - 5. Students of the Chemistry department have visited and attended the **Entrepreneurship Training Programme** at KINFRA, Kunnamthanam.

IPR: One programme

1. **IQAC**: One day workshop on IPR.

Research Methodology: Four programmes

- 1. **IQAC** and **Academic cell**: Three-day Workshop on Research Methodology.
- 2. Department of **English** & **CLRSC**: Workshop on Research Methodology.
- 3. **RAC** & **IQAC**: Research Colloquium for research scholars.
- 4. **College Library** in association with **IQAC**: National Seminar on 'The Metrics in Academic Publishing'.

FDP, FEP, Short term, MOOC courses.

FDP/FEP/Short term/MOOC: 5 programmes

1. **IQAC**: FEP on, effective invigilation and comprehensive result analysis.

	Encouraging UG and PG students to go for internship programmes.	 IQAC: OBE workshop for core paper handling faculty of the UG VI semester. Participation in the Annual Academic Conference of the Mar Thoma Higher Education Commission. IQAC: Two-Day Faculty Discussion Forum on FYUGP. IQAC: Two-day workshop on MGU-UGP (Honours) for faculty. IQAC: Training on etlab (campus management software) for faculty. Students from MSc Botany, MSc Biotechnology, MSc Microbiology, MSc Data Analytics and BCom Model I & II did internship programmes at various institutes.
Feedback system	Collecting feedback from students, teachers, employers, and alumni on a periodic basis. Student Satisfaction Survey to be conducted systematically.	 Feedback collected from various stakeholders through standardised forms- students, teachers, employers, alumni and parents; analysed and submitted to the Principal for ATR. Student satisfaction surveys were also conducted and analysed; submitted to the Principal for ATR. At the end of the odd semester: Department feedback forms (consolidated) were handed over to department HODs and teachers for improvement through the Principal.
2. Teaching-Lea To increase student enrolment	Making the college more visible on social media through frequent updates and uploads.	1. Ten episodes of Rhythm - monthly videos. 2. Six issues of the newsletter, MTC Pulse , showcasing activities of the campus. 3. 23 videos of alumni as achievers and ambassadors of Mar Thoma College Tiruvalla created a great impact among the public. 4. Website, facebook, linkedin updates are done regularly.
Catering to student diversity	Conducting a student induction programme, bridge course, and ELAT for first-year UG students.	Three-day student induction programme was conducted in association with the Sanbella-Lore & Ed team.

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Teaching-learni ng process	Effective mentoring.	Mentoring done at mentor and mentee level. Mentoring diaries provided to all mentors and students were assigned to each mentor. Review done at the end of the academic year (pending).		
3. Research and	extension activities			
	Promoting collaborative research (interdepartmental, intercollegiate, institutions with MoU).	Research MoUs: 6 MoUs Botany (3) Physics (1) Mathematics (1) Biosciences (1).		
	All departments to carry out extension activities.	 Botany department- Consultancy services and extension activities (plant identification, global outreach programme on terrarium making). Chemistry department (water analysis). Physics department (Solar/LED bulb making, Urja kiran campaign). Commerce department (Knowledge transfer programme). English department (classes for school students). 		
4. Infrastructur	4. Infrastructure and Learning Resources			
	Yoga centre	IQAC & IKS Forum jointly scheduled Yoga sessions for 2024-25.		
	Maintenance of Botanical garden	Greenhouse and shade house- plant growing structures renovated.		
	Ensuring cleanliness of the campus	Source segregation of wastes through three-coloured waste bins on all floors.		
5. Student support, progression, participation & activities				
	Offering career counselling, placement opportunities, and guidance for competitive exams to students.	 Career guidance sessions for I UG as part of the student induction programme. Seminar on Career Opportunities in Supply Chain and Logistics Management by department of Economics. Career guidance programme for the first year UG & PG students- Departments of Economics, Commerce. Three-day workshops (twice) 'Work Readiness 		

	Programme' (Career Orientation Programme)- Placement cell. 5. CSIR-UGC coaching classes by UGC/JRF cell for English and Life Sciences.
Anti-ragging and anti-drug awareness classes.	 Anti-drug awareness class by NSS. Anti-drug Awareness Seminar by Physical Education department and YMCA Tiruvalla.
Encouraging student participation in sports, cultural events, and competitions.	Cultural events and competitions: 38 1. MG University Kalolsavam: 73 students participated in 29 single and seven group items. 2. ELA: competition on conclusion writing, favourite character election and reading classics as part of reading week. 3. Poster competition by department of Botany on World Environment day. 4. The Physical Education department: Olympia 2023 quiz competition on International Olympic Day. 5. The Department of Chemistry conducted a poster competition in relation to Hiroshima Day. 6. Keli 2023: Onam competitions by BestArts (athapookalam, nadan pattu, malayali manga and vadam vali). 7. Women cell organised a logo design competition on the theme 'Gender equity and Empowerment'. 8. Bhoomitrasena conducted a poster competition as part of the observance of Ozone Day. 9. Bhoomitrasena club conducted a debate competition as part of the National Wildlife Week. 10. Department of Chemistry: presentation competition on Nanotechnology in observation of Nanotechnology Day. 11. Department of Zoology: poster competition on National Cancer Awareness Day. 12. College library: series of quiz competitions - Quizzards. 13. College library: debate competition. 14. College library: book review competition. 15. Department of Mathematics: quiz competition and Fibonacci sequence writing competition.

- 16. Mar Thoma College Choir participated and bagged third prize and won HG Thomas Mar Athanasius Metropolitan Memorial Ever Rolling Trophy for the Christmas Carol competition held at Peet Memorial College, Mayelikara.
- 17. **College Union**: Christmas tree decorating, crib building, song and carol **competitions** at the house level.
- 18. Department of **Political Science**: **debate competition** on the topic 'Indian Democracy and the Office of the Governor'.
- 19. **Hindi** department: **elocution competition** focusing on the theme of Bridging Traditional Knowledge and Artificial Intelligence.
- 20. **Expressions**, an **intercollegiate fest** was conducted by MTSA.
- 21. Students of the Physical Education Department participated in the **Hockey Display Competition** organised by YMCA and Mar Thoma College.
- 22. Department of Chemistry: Intercollegiate
 Powerpoint Presentation Competition for PG
 students.
- 23. Mr. Arun Varghese of III BA Economics has secured First place in the 'Masetronomist competition' in EPICQUIE, an intercollegiate festival conducted by the Department of Economics, St. Thomas College Kozhencherry.
- 24. The **college union** conducted the annual **Arts festival** 'Kalah'.
- 25. **Joel M. Saji** of I BCom Model 1 has secured first place in the **efootball competition** conducted as part of the **intercollegiate fest**, **Magnera** by **SB College**, **Changanacherry**.
- 26. Christy Baby of III BA History has participated in the Student Candidate Competition conducted by the Malayala Manorama at Catholicate College, Pathanamthitta.
- 27. **Manuscript magazine competition**: Departments of English & Botany shared the trophy for the best manuscript magazine.
- 28. The Department of **Zoology**, along with the Zoological Society of Kerala, organised the **intercollegiate fest "Zoofest 2024"**. The event

- featured a variety of interesting competitions for students, including poster design, powerpoint presentation, abstract writing and mobile photography.
- 29. The NCC unit, 15 K BN NCC Tiruvalla, participated at the NCC fest "Dhruvam" held at SB College, Changanacherry.
- 30. Mar Thoma College bagged the overall trophy in the National-level Management fest EMPERIO 2023 at Girideepam College. A team of nine students participated in various events and won the prizes.

 Mr Rohit Varghese Mathew (III BCom Model I)- First prize in photography
 Mr Joel M Saji (II BCom Model II), Mr Rahul PS, Mr Pranav Biju (II BA Economics)- First prize in 3's football.
- 31. I BSc Zoology Student, **Mr Jithin Jojy Varghese** got second prize for **powerpoint presentation competition** on the topic "Stem
 Cell: Unlocking potential for regenerative
 medicine" conducted by Assumption College,
 Changanassery.
- 32. Sam Simon of III BA English won first prize for Solo Male at the 2023 Intercollege Fest held at Christian College Chengannur.
- 33. Students of **Botany** department bagged prizes at the **intercollegiate poster competition conducted by the Bhoomitra Sena club of KSMDB College, Sasthamkotta** as part of the Ozone Day 2023.
- 34. Sam Simon of III BA English won first prize for Solo Male at the 2024 Intercollegiate Commerce & Management Fest organised by St Mary's College, Manarcad.
- 35. The Department of **English** organised an **inter-collegiate fest, MUSES 2024**.
- 36. The department of **Hindi** celebrated **patriotic** song fest Amar Tiranga 2023.
- 37. Mr Aaron Abraham Saji and Mr Joel V
 Abraham (II BCom Model 1) participated in
 the National-level Management fest 'Caligo
 2023' held at Marian College Kuttikanam.
- 38. The Centre for Social Action (**CSA**) held a **photo contest titled** "A Photo with a Woman Who Inspired Me.

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	 Sports: 12 events Ms Abhitha V Abhilash of II BA Political Science bagged silver medal in 4th Kerala State Amateur Kickboxing Championship. MG University Inter College Women's Hockey 5's Championship 2023 winners: Mar Thoma College Tiruvalla. MG University Inter College Women's Hockey 11's Championship 2023 winners: Mar Thoma College Tiruvalla. MG University Inter College Women's Football Championship 2023 winners: Mar Thoma College Tiruvalla. Ms Abhitha V Abhilash of II BA Political Science has participated in the Pathanamthitta District Arm Wrestling Championship held at DTPC hall, Mathilbhagom, Tiruvalla and has secured first position in 70 kg right hand youth category. Mar Thoma College Cricket team became the winners of MG University Inter College South Zone Cricket Pool Championship. College Annual Sports Meet ("Chuvadu"). Ashwin (II B.A. Economics) was crowned the Sports Champion. Kerala State Amateur Kickboxing Championship 2024 2 Gold Medals: Abhitha V Abhilash, III BA Political Science. Jishnu J S of II BA History was selected to the senior Kerala Netball team to participate in the National games 2023. Vaishna VVM of III BCom and Ananthu Saji of II BA English were selected to the Kerala Senior Netball team that will be competing in Haryana. Ms Abhitha V Abhilash bagged silver medals in the Khelo India Women's Kickboxing League held at Jimmy George Indoor Stadium, Trivandrum. Mar Thoma College Tiruvalla team became the Runners-UP of the Marian Cup All Kerala 11's Hockey tournament held at Kuttikanam.
Alumni interactions with students to be	48 alumni interacted with the college community and students during the academic year through various programmes (Alumni-Academic Mentors Collective)-

encouraged.	one of our best practices.
Skill development (soft skills, language and communication skills, Yoga, physical fitness, health and hygiene, ICT/Computing skills).	 As a part of the Add on Course (2022-23), the students of the Department of Physics have manufactured 100 Watts LED Tube Lights, High Quality Switchboards and LED lights through the Skill Development centre. The Skill Development Centre, Department of Physics in association with IQAC: one day workshop on 'Skill Development in LED Lights Assembling' for the advent of the Christmas season. The Skill Development Centre, Physics Department: 'Christmas decorative lights sale mela'. Department of History: 30 hours Skill Development Course on 'Academic and Public Writing'. College Library: workshop- "Bridge the Gap: A Skill Development Programme for Inclusive Digital Communication". Deaf National Awardee, National Youth Awardee, Fit India Ambassador, and International Artist Mr. Apoorv Om was the resource person. Department of Chemistry: Orientation and Skill Development Programme for UG & PG Chemistry students. Department of English: Invited talk on, "Path to Excellence: Enhancing English Communication Skills". Women Cell: Communication-skill Training Programme. Women Empowerment Cell: life skills training session. Literary club in association with IQAC: workshop on 'Creative Writing and Skill Development'. Yoga practice and invited talk on 'Yoga for Vasudhaiva Kudumbakam' by NCC. Women Empowerment Cell: Zumba fitness training session in the women's hostel. Department of Physical Education: 'Campus Fitness Drive 2023-24'. Health and Hygiene- Medical club & primary health centre, Kuttapuzha jointly organised free blood test camp.

	16 17 18 19 20	5. Medical club: talk on 'Screen Addiction'. 5. Medical Club: invited talk on health and hygiene: 'Eating Right for Life'. 7. Medical Club: deworming tablet distribution for students below 19 years old. 8. Medical Club: Health Awareness Programme for Employees. 9. NSS units: Blood Donation Camp. 9. NSS units: Eye camp 9. Department of Physics: one day symposium on higher education - "Embracing the digital future".
Creating are ecosystem innovation (patenting, competition startup miss	for 2. YIP 3.	LED bulb manufacturing and sale- Physics Skill Development Centre. Friday market- Commerce department & ED club. Paper bag manufacturing- Biosciences department & ED club
Initiating I (Indian Kn System) Fo	owledge prum. 2. 3. 4.	The Annual Lecture on Indian Knowledge System for the year 2023-24 was organised by Indian Knowledge System Forum. Music academy- Carnatic music classes. Yoga classes: IKS Forum. Indian Traditional drawings and paintings collection (to be displayed as IKS Art Gallery). IKS books collection in the library (301 books: Indian cinema and architecture 13, Hinduism Veda Ramayana Buddhism Mahabharatham 230, Ayurveda and Indian Culture 15, Yoga 24, Indian music 19).
6. Staff empowerment strat	egies	
Encouragin faculty wh publish an in Scopusof Science journal, bo chapter, or each year ta seed mor	article or Web indexed ok/book both on hrough	nchers were given financial support for FDP.
Arranging administrater training class		Staff.

	office staff.	Marketplace) portal'. 3. Non-teaching staff retreat .		
7. Institutional v	7. Institutional values and best practices			
	Periodically removing plastic from the campus in association with the Harithasena club.	Signed an MoU with a waste scrap dealer at Paippad: Periodical removal of all types of wastes from the campus.		
	Bamboo landscaping	Bambusetum was set up near the old hostel.		
	Green, environmental and energy audit through an ISO certified agency.	Done by Ottotractions company.		
IQAC				
	A well furnished & equipped IQAC office.	Work under progress (Room no. E6).		
	Collecting feedback on IQAC activities on a regular basis and analysing it to improve.	Feedback collected from participants of various programmes organised by IQAC are anlaysed to identify areas for improvement.		
	Taking a centralised and systematic approach to collecting data, with a special emphasis on result analysis, student placement and higher education.	Data templates prepared and distributed to all departments ensuring systematic collection of data. Data received are verified, documented and published regularly on the website (videos, newsletters and specific pages). Result analysis and student progression forms and templates were created and are efficiently running. https://iqac.mtct.ac.in/?page_id=83 https://iqac.mtct.ac.in/?page_id=308 https://iqac.mtct.ac.in/?page_id=426		
	Systematic collection of data from departments, clubs and			

associations.	
Availing RUSA funding	Applied for PM-USHA scheme , Government of India, Ministry of Education.
AQAR and SSR preparations	 AQAR 2022-23 submitted successfully. IIQA (fifth cycle of accreditation) submitted and approved. Preparing for Binary accreditation. Data for NIRF 2024 AISHE 2024 submitted successfully. Strategic plan (IDP) of the institution was prepared.
Assuring quality of various activities and programmes, and campus as a whole.	 All programmes and activities on the campus and outside on behalf of the campus are aligned to the UN Sustainable Development Goals. Extension and outreach programmes have benefited the society. More than 50 alumni interaction programmes have enriched the campus. 65 events related to college were reported in leading Malayalam newspapers.

Dr. Sonia Anna Zachariah IQAC Coordinator Mar Thoma College Tiruvalla A COLLEGE OF THE PARTY OF THE P

Principal Mar Thoma College, Tiruvalla