



# 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

[www.mtct.ac.in](http://www.mtct.ac.in)

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## IQAC Annual Report 2023-2024

### Introduction:

The Internal Quality Assurance Cell (IQAC) of Mar Thoma College, Tiruvalla, has been actively engaged in promoting quality initiatives and ensuring the continuous improvement of the institution. This annual report highlights the various activities and initiatives undertaken by the IQAC during the academic year 2023-2024.

### Faculty Development Programmes:

1. The faculty of Mar Thoma College participated (online and offline) in the workshop on 'Changing higher education for a changing world- Introducing Four Year Undergraduate Programmes (FYUP)' held at BCM College, Kottayam, organized by MG University and Higher Education Department of Kerala on June 30.
2. Et-lab ERP was introduced to the members of the staff council on July 19 by Mr Shameem NM and Mr Afsal N, members of the et-lab team. Participants raised their queries and actively took part in the programme. Dr George Mathew, college treasurer, assured the full support of management towards implementing the Software.
3. The Faculty Enrichment Programme (FEP) organised by the IQAC was held on July 19. Session 1: Resource person Dr Jacob Thomas led the session on 'effective invigilation' and mentioned the rules and regulations to be followed while doing university invigilation duties. Session 2: Resource person Dr. Noble P. Abraham took the session on comprehensively analysing exam results. An Excel sheet for both UG and PG programmes was prepared and demonstrated, which will be sent to HODs and class-in charges through IQAC. Dr. Noble also demonstrated the creation of online research profiles. Faculty was made aware of creating research profiles in Google Scholar, Research Gate and Vidwaan sites and linking them to their college website profile. Participants raised questions and cleared doubts.
4. The IQAC, organised a two-day discussion forum for faculty, on the Four Year UG Programmes being implemented in the state- 'Navigating FYUGP Implementation: A Comprehensive Two-Day Faculty Discussion Forum' on December 08 & 18. Resource Persons for various sessions were Dr. K. M. Vishnu Namboodiri (Head, Department of History) and Shri. Manesh Jacob (Assistant Professor, Department of Mathematics).

5. A counselling and preparatory session for the members of IQAC and NAAC team, for the forthcoming NAAC reaccreditation, was organised on February 10. Member of the Governing Council and Principal of St. Thomas College Kozhencherry, Dr George K Alex, Dr. Shinu Koshy (IQAC Coordinator, St. Thomas College Kozhencherry), and Dr. Leena Abraham (IQAC Joint Coordinator, St. Thomas College Kozhencherry) led the sessions.
6. A One-day Conference on Autonomy in Higher Education Institutions (Topic- Autonomy: Benefits and Implementation Procedures) was organised for the faculty on May 27. Rev. Dr. Jiji Thomas, former Principal, Mar Ivanios College, Trivandrum was the resource person. Dr. Susan Thomas, Head of the Dept. of English served as the Convenor.

#### **OBE Workshop:**

7. The IQAC organised a workshop for core paper handling faculty of the UG VI semester to prepare question papers and rubrics based on the Outcome-Based Education (OBE) model. Dr. K.M. Vishnu Namboodiri led the session, and faculty representatives from each department participated actively.

#### **Student Induction Programme:**

8. The Induction Programme for first year UG students was organised by IQAC from August 21-23. Writer Anish Soman inaugurated the programme. UG Induction Programme was organised by IQAC from August 21-23. Sanbella-Lore & Ed team led various sessions and training programmes on self awareness, stress management, career guidance, MOOC courses etc. College activities were introduced by the conveners of various clubs and associations. Sean Ann Kuruvilla, Liya Elizabeth, Shaino Elsa (I BA English) and Nandana P (I BSc Mathematics) were selected as best performers. Dr Josmin P Jose served as the convener.

#### **Research and Development Programmes:**

9. Three-day Workshop on Research Methodology- Mastering Statistical tools for Research Insights was organised by IQAC and Academic cell from August 16-18. 45 PG and research students registered and participated in the workshop. Dr Lalija VK, Research Officer, IUCAE, Department of Economics, University of Kerala was the resource person.
10. A National Seminar on 'The Metrics in Academic Publishing' was organised by the College Library in association with IQAC. Dr Surendran Cherukodan, Assistant Librarian, Cochin University of Science and Technology was the resource person. Principal, Dr. Mathew Varkey T. K. inaugurated the seminar. Mr Sajan Varghese, former Librarian, rendered felicitation. Over 115 students and teachers participated in the seminar.

11. The IQAC organised a one day workshop on IPR (Intellectual Property Rights) on December 01. Dr. I. G. Rathish, Assistant Professor and Mr. Bilal Nazeer, Research Officer (Inter-University Centre for IPR Studies, CUSAT) were the resource persons.

#### **Administrative Training Programmes:**

12. Intercollegiate Training for Administrative Staff organised by IQAC was held on September 23 and 30. Deputy Director of Collegiate Education, Dr Pragash R inaugurated the programme. Mr Babu MP and Mr Shine KS (DD office, Kottayam) were the resource persons. Mr Abhish Jacob Thomas served as the convener. Nearly 40 participants completed the training.
13. The IQAC organised a state level training on 'GeM (Government e Marketplace) portal' on October 07. Sri Manesh Mohan, Business Facilitator of GeM was the resource person. 45 participants from various colleges attended the programme.

#### **Non-Teaching Staff Retreat:**

14. The IQAC organised a retreat titled "Behind the Scenes: Building Success" for the non-teaching staff of the college on May 30. Shri. Shaji George, former principal, St. Thomas TTI, Tiruvalla was the keynote speaker. Senior faculty, Prof. (Dr.) Neeta N. Nair presided over the meeting.

#### **Skill Development Programmes:**

15. The Skill Development Center, Department of Physics in association with IQAC, organised a one day workshop on 'Skill Development in LED Lights Assembling' for the advent of the Christmas season on December 07.
16. The MTC Literary club in association with IQAC organised a workshop on 'Creative Writing and Skill Development' on January 31. An eminent writer and translator, Dr. Nithya Mariam John, Assistant Professor in English, BCM College, Kottayam was the resource person.
17. An Investor Awareness Programme was held on September 26. Mr Manoj T Neelakantan, Ex- AGM, IDBI bank and trainer (SEBI, Skill India Mission) was the resource person.

#### **Annual Academic Audit:**

The Annual Academic Audit was conducted on January 11-12. Prof. Jose James, Former Registrar of MG University, Kottayam, and currently Director, Planning and Development at Marian College, Kuttikanam, served as the external auditor. Following in-depth departmental visits and

a comprehensive exit meeting, a detailed AAA report was prepared and distributed to all departments for review and action.

**Other Activities:**

Mar Thoma College Calendar 2024, an initiative of the IQAC was released on December 20 by Rt. Rev. Mathews Mar Seraphim Episcopa.

Twelve IQAC committee meetings were held throughout the year. The IQAC Newsletter, "MTC Pulse," and its video version, "Rhythm of the Campus," were regularly published. Academic calendar 2023-24 was prepared. Furthermore, the AQAR, NIRF, and AISHE data submissions were completed on time.

This report summarizes the diverse activities and initiatives undertaken by the IQAC at Mar Thoma College, Tiruvalla, in promoting quality enhancement and development within the institution.