

# ANNUAL REPORT OF IQAC

2016-17



## IQAC Annual Report 2016-17

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## **Introduction**

Marian IQAC was constituted in 2004 in line with the directives of NAAC. Since quality enhancement is a continuous process, the IQAC is a part of Marian's system and works towards the realization of the goals of quality enhancement and sustenance. The prime task of Marian IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of Marian. In the academic year of 2016-17 too, the IQAC has made a significant contribution to the post-accreditation phase of Marian.

## **Composition of IQAC**

The IQAC Core team of the year 2016-17 consists of Dr. Roy Abraham P, the Chairperson, Dr. Binu Thomas, the Coordinator, and the faculty members Fr. Shaiju KS, Mr. Joby Cyriac, Dr. Thomas KV, Dr. Joshy John, Mr. Ajesh P Joseph, Dr. Sabu Augustine, Dr. Razi A., Sr. Italia Joseph Maria, Mr. Eric Thomas, Mr. Santo Cherian, Ms. Reny Jose and Ms. Suzanna Oommen. Rev. Fr. Ruban J Thannickal and Dr. Jose James are the management representatives and the administrative staff includes Mr. Sunny Thomas, Mr. John Joseph, Mr. Jobin Jose, Mr. Joby Jose and Mr. Roy Pulpel. The student representatives include Amal Geo Mathew (BCom), Reshma Ramachandran (MCA), Nandulal R (MCA), Anantha Krishnan (SSW), Mathews Joseph (BBA), Abhilash P.J (BCom), Bibin Sebastian (BCA) and Arun Anirudhan(BCA). The alumni representatives are Mr. Abin Thomas Mathew, Mr. Febin Dominic, and Mr. Anumod Alex Thomas. Other stakeholders and community representatives are Fr. Mathew Narippara, Sri. Michael A Kallivayalil and Ms Beena Thomas. The nominees from society, students and alumni are Ms. Beena Thomas, Mr. Augustine and Mr. Febin Dominic respectively. Rev. Fr. Hubby Mathew is the representative from the industry.

## **Summary of Activities of the Academic Year 2016-17**

This academic year saw an increase in the usage of the teaching-learning online platform Moodle. Extensive Moodle training was given to faculty and all continuous assessments of the year were conducted in this platform. Staff feedback was also collected using Moodle platform. The Phoenix Club was constituted this year and a WhatsApp-based data collection system was introduced. Marian became a member of the UNAI and Marian IEDC participated in the IEDC Summit 2016 organized by the Kerala Startup Mission. Marian became one of the top ten colleges in the National level for the maximum number of volunteers for the Vittiya Saksharatha Abhiyan organized by the Ministry of Human Resource Development. Academic Audit, Gender Audit and Energy Audit was conducted. Training given to teachers includes ICT-enabled teaching, Library Automation System, EndNote and ICT skills. Seminars were given on 'Women and Legal Rights', 'Health and Hygiene, and 'Right Food Habits'. Value education classes were conducted every Wednesday. Driving classes and tailoring classes were given to students. An eye camp was organized and we adopted the village of Azhangadu this year.

## IQAC Meetings

The smooth and efficient functioning of IQAC in the college was ensured by the steering committee meetings held regularly. 5 meetings were convened during this academic year on 20<sup>th</sup> June 2016, 19<sup>th</sup> September 2016, 17<sup>th</sup> October 2016, 19<sup>th</sup> December 2016, and 20<sup>th</sup> April 2017. All the quality initiatives introduced in the college are a result of the discussions held in these steering committee meetings.

## Training and Development Programmes Organized by the College

Serial No.	Dates (from-to) (DD-MM-YYYY)	Title of the professional development/ administrative training programs organized for teaching staff (Professional development/ administrative training programs)	No. of participants
1.	15/06/2017	Workshop on Student Centric Teaching Learning	20
2.	12/9/2017	Faculty training on "Developing Industry Relevant Curriculum"	21
3.	17/10/2017	Faculty Training on Revised NAAC Accreditation	32
4.	14/12/2017	One Day Workshop on "Bridging the Curriculum-Industry - Gap"	40
5.	19/12/2017	HoDs training on New Course Plan Template	14
6.	20/12/2017	Faculty Training on Advanced Networking and Security	30
7.	12/1/2018	Training for faculty on Mentoring	20
8.	24/01/2018 & 25/01/2018	Faculty Workshop on OBE and ICT Tools	37
9.	5/3/2018	Training for faculty on Continuous Assessment Automation	20



Faculty Training on Revised NAAC Accreditation by Dr Binu Thomas

## Seminars/Conferences/Workshops Attended by Teachers with Financial Support from the College

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Amount of Support
2016-2017	Dr. Brijesh George John	National workshop on Financial Econometrics, data analysis using SPSS and structural equation modelling	1000
2016-2017	Satheesh Kumar S	Workshop on Excellence in Teaching and transforming classrooms.	1000
2016-2017	Fr. Shaiju K S	Kerala Travel Mart Society (Workshop)	1000
2016-2017	Divya Joseph	Workshop on Excellence in Teaching and transforming classrooms.	1000
2016-2017	Allen George	Kerala Travel Mart Society(Workshop)	1000
2016-2017	Sunu Rose Joseph	Making Mentors Workshop	1000
2016-2017	Joby Cyriac	Three-day National Workshop on Emerging trends in modern literature	1000
2016-2017	Titus J Sam	IEDC nodal officers annual meet (Workshop)	3000
2016-2017	Mendus Jacob	For Valuation of final year projects of Master of Computer Application Second year directly of Abdul Kalam Technological University (Workshop)	1200
2016-2017	Joshy John	For Paper presentation Titled: 'Banking on Celebrity girls next door image, Case of KALYAN Jewellers at IIM Kozhikode Campus (Conference)	1500
2016-2017	Joshy John	Participation in one day workshop on Mendeley	2000
2016-2017	Joby Cyriac	National Seminar on Contemporary Shakespeare, Culture, Language and Politics (Conference)	2000
2016-2017	Joshy John	National Conference on Sustainable Business models inclusive health organized by PG Department of Commerce, Kristu Jyothi College of Management and Technologies Changanacherry	1300
2016-2017	Joshy John	Chaired session on 'It's Within the Shopper; Exploring impulse buying experiences inside organized retail formats'.(Conference)	1300
2016-2017	Joshy John	Research Paper presentation on title 'It's within the shopper: Experiences inside organized retail formats.'	2000

<b>2016-2017</b>	Joshy John	Participated in workshop on restructuring of curriculum and syllabus of undergraduates program in BBA held at Basilus College Kottayam.	1000
<b>2016-2017</b>	Fr. Shaiju K S	The participation in the workshop on 'RESEARCH METHODOLOGY: Application of research methods and statistics.	1500
<b>2016-2017</b>	Fr. Shaiju K S	Paper presentation titled on 'FROM MUCKRAKERS TO STRING JOURNALISM- Media Shapes and change Culture. (Conference)	1200

### Training Programs of more than 5 Days Attended by Faculty Members

<b>Name of teacher who attended the program</b>	<b>Title of the program</b>	<b>Duration (from – to)</b>
<b>Shaiju KS</b>	109th Orientation Programme	17-06-2016 - 14-07-2016
<b>Juby George</b>	Workshop on Big Data Analytics	18-04-2016 - 22-04-2016
<b>Sr.Italia Joseph Maria</b>	Five Day National Hands-On Workshop on Big Data Anayitics Using R	18-04-2016 - 22-04-2016
<b>Satheesh Kumar S</b>	Five Day National Hands-On Workshop on Big Data Anayitics Using R	18-04-2016 - 22-04-2016
<b>Sajan N Thomas</b>	National Faculty Development Programme	05-12-2016 - 17-12-2016
<b>Santo Cherian</b>	Orientation Course for the Programme Officers of the National Service Scheme	16-06-2016 - 22-06-2016
<b>Benymol Jose</b>	Five Day National Level Workshop on Data Analytics, Mining & Machine Learning Using R, Organized by School of Computer Sciences, Mahatma Gandhi University, Kottayam	27-03-2017 - 31-03-2017
<b>Lumy Joseph</b>	Five Day National Level Workshop on Data Analytics, Mining & Machine Learning Using R, Organized by School of Computer Sciences, Mahatma Gandhi University, Kottayam	27-03-2017 - 31-03-2017
<b>Dr. Binu Thomas</b>	Faculty Development Program in Quality Assurance in Higher Education	31-10-2016 - 11-11-2016



Faculty Development Program in Quality Assurance in Higher Education

### Academic Council Meetings

The Academic Council of the college reviews the curricula and approves the proposals from the Boards of Studies with or without modifications. 4 Academic Council meetings were conducted during the academic year 2016-17. These meetings were convened on 23<sup>rd</sup> June 2016, 21<sup>st</sup> June 2016, 30<sup>th</sup> January 2017 and 15<sup>th</sup> July 2017.

### Curriculum Revision

The number of programs having a focus on employability during the academic year 2016-17 are 167. The number of value-added courses offered during the academic year 2016-17 is 23.

Sl. No.	Name of the Course	Course Code	Duration	Students enrolled	Students completed
1	Universal Personality Development Programme	ECO01	30 HOURS	85	85
2	Value Added Course in Creativity	16PMCV001	36 HOURS	66	66
3	Value Added Course in Functional Specification Document Preparation	16PMCV002	30 HOURS	66	66
4	Career Enhancement and Placement Training	16PMCV003	40 HOURS	81	81
5	Value Added Course in Logic Building	16PMCV004	45 HOURS	66	66
6	Value Added Course in Redhat Linux	16PMCV006	40 HOURS	81	81

7	Intensive Aptitude Development Programme	PMMNSC2016	95 HOURS	93	93
8	Techniques of Data Analysis	PMVAC1603	40 HOURS	30	30
9	Advanced MS EXCEL	AME16	35 HOURS	30	30
10	Hotel Operations (PGDHO) - Value Added Diploma Course	NIL	384 HOURS	25	25
11	MS Excel for Hospitality Professionals	NIL	30 HOURS	25	25
12	Technological Competencies for Business (UGC Sponsored)	UCNBMV1601	40 HOURS	18	18
13	Value Added Programme in Fundamentals of Accounting	UCNBMV1602	40 HOURS	16	16
14	Value Added Programme in General Economics	UCNBMV1603	40 HOURS	16	16
15	Value Added Programme in Mercantile Law	UCNBMV1604	40 HOURS	16	16
16	Value Added Programme in Quantitative Aptitude	UCNBMV1605	40 HOURS	16	16
17	Value Added Programme in Accounting	UCNBMV1606	80 HOURS	5	5
18	Value Added Programme in Business Laws Ethics and Communication	UCNBMV1607	80 HOURS	5	5
19	Value Added Programme in Cost Accounting and Financial Management	UCNBMV1608	80 HOURS	5	5
20	Value Added Programme in Income Tax	UCNBMV1609	50 HOURS	5	5
21	Value Added Programme in Indirect Tax	UCNBMV1610	30 HOURS	5	5
22	Street theatre Workshop	VAC 1607	30 HOURS	51	51
23	SPSS - Value Added Course Training	VAC 1606	30 HOURS	72	72

### Feedback on Curriculum

Structured feedback for design and review of syllabus – semester-wise / year-wise is received from Students, Teachers, Employers and Alumni. The statistics of the feedback collected is as follows:



Stakeholder	No. of Feedback Received
<b>Students</b>	211
<b>Alumni</b>	127
<b>Teachers</b>	29
<b>Industry</b>	25

## Student Enrolment and Profile

The number of students admitted during this academic year is 591 against the number of 685 seats sanctioned. The ratio of students to full-time teachers is 23:1.

## Teaching-Learning Tools and Methods

The ICT tools used during this academic year are Moodle, Smart-E and several Massive Online Open Courses (MOOCs). To provide a Stimulating Student Centric ICT-enabled learning environment focussing on experiential and problem solving several tools were used. Experiential learning was practiced by encouraging students to organise, host and participate in department fests, festivals, days of national and international significance, various clubs' activities, and inter and intra-collegiate competitions. Outreach programs and value education sessions were conducted in all the classes for experiential assimilation of universal values.

Student-centric methods, such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences. Field practicum, farm planning, field trips, surveys, and research projects are integrated to the curriculum. Discipline-specific Workshops, Certificate Courses and personal and professional training programs. Experiential learning by organising, hosting and participation: Department fests, festivals, days of national and international significance, various clubs' activities, inter and intra-collegiate competitions. Discipline-specific experience gaining activities like filing Income Tax Returns, obtaining information under RTI Act, video production, online coding, teaching juniors, and itinerary development.

Part-time jobs and start-up initiatives enable the students to 'earn-while-they-learn'. Skill-based courses offered by departments - Entrepreneurial Skill Development program, Technical Competencies for Executives. Active participation in conferences, conclaves, seminars and presenting papers on and off the campus. Online and offline interactive classroom activities facilitate vibrant learning through debates, group discussions, public speaking, role-plays, media reporting, quizzes, seminar presentations, video presentations, collage making, chart displays, displaying exhibits, 'walk-and-talk' program, advertising and digital marketing. Outreach programs and value education sessions for experiential assimilation of universal values.

## Teacher Profile and Quality

The number of full-time teachers in this academic year is 65 against the sanctioned 65 posts. The Number of teachers with Ph.D. is 25, and the mentoring ratio maintained this year is 23:1.

## Evaluation Process

The number of days from the date of last semester-end/year-end examination till the declaration of results year-wise during this year is 18.08. The number of examinations conducted this year is 24 and the total number of students who appeared for the same is 589. The number of complaints filed was 21.

## Research Promotion and Initiatives

The College has given utmost importance to research, innovation and extension activities. Over the years Marian has made significant improvements in research, consultancy and extension. We had 2 teachers with research projects, 4 journal publications and 5 book/book chapters in book. The amount of grant received from the Government/NGOs amounted to 3.15 lakhs and 5 of our teachers received teacher awards.

## Collaborations and MoUs

During the academic year 2016-17, the college signed 3 MoUs and had 9 collaborative activities. The MoUs signed were with Red Hat India, PMGLPS Balagram South Sanniyasioda and with Kattapana Block Panchayath.

## IPR Workshops

7 IPR workshops were conducted during the academic year 2016-17.

Sl. No.	Name of the Workshop/ Seminar	Number of Participants	Date From – To
1	Workshop on APA Referencing for Social Science Research (Research Methodology)	75	25-11-2016
2	Workshop on Bibliometric Analysis using Publish or Perish and VOS Viewer (Research Methodology)	75	09-11-2016
3	Seminar on Philosophy of Research (Research Methodology)	59	16-01-2017
4	Seminar on SPSS for Data Analysis for Social Science Research (Research Methodology)	90	05-09-2016
5	Workshop on Bibliometric Analysis (Research Methodology)	60	20-07-2016
6	Workshop on Creativity (Skill Development)	100	16/06/2016 to 18/06/2016
7	Workshop on Research Data Analysis using AMOS (Research Methodology)	100	23-06-2016

## Extension Activities

During the academic year 2016-17 we had 61 extension programs and received 7 awards of recognition.



## Research Publications

Name of the Author/s	Title of Paper	Department of the Teacher	Name of Journal
<b>Njavallil, Chackochan J</b>	An empirical study on the relationship between crude oil price and natural rubber price	Commerce	Splint International Journal of Professionals
<b>Njavallil, Chackochan J</b>	The Cooperatives in India-A Journey over more than 100 Years	Commerce	Splint International Journal of Professionals
<b>Alen Kuriakose</b>	Awareness and Perception of Traders About GST: A Study Limited to Kanjirapally Thaluk	Social Work	Splint International Journal of Professionals
<b>Joshy John</b>	It's All at the Store: Exploring Impulse Buying Experiences inside Organized Retail Formats	Business Administration	International Business Review

## Student Support Provided

During the academic year 2016-17, the number of students who benefited from scholarships and free ships provided by the Government are 449 and the total amount sanctioned is Rs. 59,53,227 whereas the number of students who benefitted from institutional scholarship are 369 and the amount dispersed is Rs. 26,56,715.

## Student Progression Report

The number of students who benefitted from guidance for competitive examinations and career counselling offered by the institution during this year is 1068, and 124 outgoing students got placements and 7 students got qualified in state/ national/ international level examinations. 22 awards/medals were won by students for outstanding performance in

sports / cultural activities at inter-university / state / national/international events and 25 sports and cultural events/competitions were organized by the institution during this academic year.

### **Alumni Engagement**

Marian Alumni Association contributes significantly to the development of the college through financial and other support services. This year we received Rs. 1,38,000 as alumni contribution.

### **Infrastructure Augmentation**

One of the highlights of the college is its excellent infrastructure facilities. During the academic year 2016-17, 41 new computers were purchased and added to the computer lab and the internet bandwidth available was 265Mbps. There are 44 classrooms and the expenditure spent for augmenting the infrastructure amounts to Rs. 45,41,258.00. The expenditure for maintaining physical facilities amounts to Rs. 28,37,839.00 and for academic facilities, it sums up to Rs 24,88,844.00. Rs. 6,12,921.00 was spent during this academic year on the purchase of books/e-books.

### **Activities Under Innovations and Best Practices**

To enhance gender equity and women empowerment on the campus, a training on self-defense by a team of twelve Kalaripayattu artists, under the leadership of Ms Sara from UK was conducted, and to create sustainable livelihoods, build up self-confidence and self-employment the Women cell of the college started tailoring classes aiming women empowerment. A new Ladies' Waiting Room was made available to the ladies with Napkin Vending Machines where Incinerator also was installed for properly managing the waste. Moreover, a Divyangjan-friendly washroom was created in the academic block.

More canals were created to collect rain waters for the rainwater harvesting system. Extension activities were conducted in the nearby tribal school to promote digital literacy. A campaign on Hair Donation and an awareness program named ARDRAM was conducted on the campus. Other innovative programs organized during this academic year include Organic and environment-friendly Vegetable Farming at Government Harijan Welfare UP School, Kattadikavala and a demonstration of Waste Management Techniques at Govt. UP School, Elappara.

### **Conclusion**

IQAC is committed to ensure quality in all the initiatives taken up by the college. It acts as a quality sustenance measure and acted as the driving force for conscious, consistent and catalytic improvement in the overall performance of Marian. This goal was reflected in all the activities performed during this academic year. IQAC is happy to be instrumental in the various quality initiatives that happened this year.