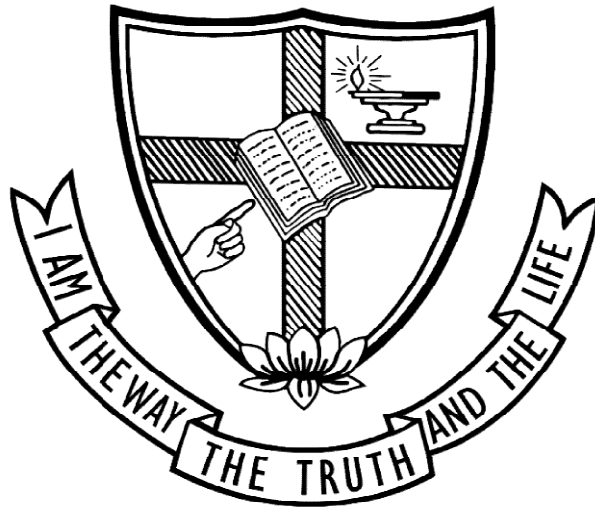


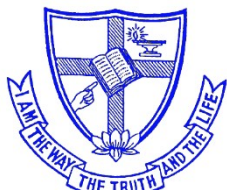
MAR THOMA COLLEGE, TIRUVALLA



ANNUAL REPORT
IQAC (INTERNAL QUALITY ASSURANCE CELL)
2021-2022

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<https://mtct.ac.in/>



INTERNAL QUALITY ASSURANCE CELL (IQAC) Annual Report – 2021-22

The IQAC has been functioning as the centre for all the academic initiatives and quality management measures of the college. The year 2021-22 witnessed a hybrid mode of learning, with online and offline classes, and hence number of important strategies had to be evolved regarding the conduct of classes, completion of syllabus, conduct of internal assessment tests and seminars, record of online classes taken, conduct of orientation, induction programmes and capacity building programmes. Regular meetings of the IQAC were held and all the major decisions were recorded in the minutes. The College participated in the AISHE data collection survey process in this year, and uploaded the required data. The AQAR for the year 2020-2021 is under preparation and will be submitted within the stipulated time. Preparations are also underway to shift to an automated ERP software for academic management (Online TCS). In spite of the constraints owing to the pandemic, the following programmes were conducted by the IQAC during this academic year:

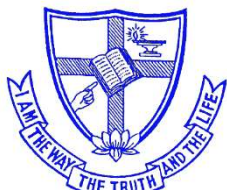
1. ACADEMIC PLAN

The Academic year plan was prepared by the IQAC in its meeting held on 9th August, 2021. The Departments were asked to conduct seminars/webinars, give more importance to research work, devise methods to make online learning more effective and submit weekly reports of online classes taken.

2. WEBINAR on "Higher Education and Cyberspace: Reconfiguring Institutional Strategies"

A two-day webinar was jointly organized by the IQAC of Mar Thoma College and the Mar Thoma Higher Education Commission (MTHEC) on "Higher Education and Cyberspace: Reconfiguring Institutional Strategies" from July 31st 2021 to August 1st 2021. Around 200 faculty members from the 9 member colleges of the MTHEC participated in the sessions which were led by eminent speakers across the country.

Mar Thoma Higher Education Commission (MTHEC) is organising a webinar on HIGHER EDUCATION AND CYBERSPACE: RECONFIGURING INSTITUTIONAL STRATEGIES. JULY 31ST & AUGUST 1ST 2021. For Participation, please register using the following Link before 29th July, 2021: http://tiny.cc/MTHEC. Includes program schedule with speakers like Dr. Rajan Gurukulak, Dr. T.V. Geetha, Prof. K.R. Srivathsan, etc.



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3. FELICITATION FOR UNIVERSITY RANK AND A+ GRADE HOLDERS

A felicitation meeting to congratulate the university rank and A+ grade holders in the degree examinations of 2018 – 2021 was hosted by the IQAC on September 1st, 2021 at 5:30 pm in the online mode. A cash prize of Rs.1500 for the rank holders and Rs.1000 for the A+ grade achievers was awarded.

4. CAPACITY BUILDING PROGRAMMES FOR FACULTY:

i. Learning Management System (Moodle) Training Workshop for Teaching Faculty

An online workshop and hands-on training on Moodle was conducted for the faculty members of the college on 30th September, 2021 from 9.30 am to 3.30 pm. The workshop focussed on building skills and knowledge in developing, managing and conducting courses in a digital format. The Moodle platform training included practical, hands-on-training sessions to explore and apply the skills learned. 55 faculty members participated. Dr Jacob Thomas and Prof Vishnu Namboothiri KM were the resource persons.

Mar Thoma College, Tiruvalla INTERNAL QUALITY ASSURANCE CELL

Learning Management System (Moodle) Training Workshop

The IQAC of Mar Thoma College, Tiruvalla, is pleased to announce an online workshop and hands-on training on Moodle for the faculty members of the college, on 30th September, 2021, from 9.30 am to 3.30 pm. This programme is a one-day eLearning/Moodle workshop focused on building skills and knowledge in developing, managing and conducting the courses in a digital format. The focus of the workshop will be not only on teaching the practical skills of using the Moodle Learning Management System platform but also on the use of eLearning, its benefits, its barriers, and its applications.

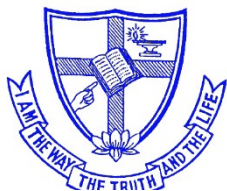
During the course, the faculty will be involved in discussions on practical application of eLearning in their classes, including opportunities for specific inputs on individual course materials and activities. The Moodle platform training will include practical, hands-on opportunities to explore and apply the skills learned.

Session	Time	Topic
Welcome Speech	9.30 am	
Principal's Remarks	9.35 am	
Inauguration	9.40 am	
Vote of Thanks	9.50 am	
Session 1	10.00 am to 11.15 am	Moodle and its application
	11.15 am to 11.45 am	Hands on Training
Session 2	11.45 am to 12.30 pm	How to design a course in Moodle
	12.30 pm to 12.45 pm	Hands on Training – Different resources and activities
Session 3	2.00 pm to 2.40 pm	How to enrol participants and install plug-ins
	2.45 pm to 3.15 pm	Hands on Training

Dr Susan Thomas
IQAC Coordinator

Dr Jacob Thomas
Workshop Coordinator

Dr Varughese Mathew
Principal



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7. IT POLICY

The IQAC along with the ICT Committee of the college visited the Digital University (DUK) Thiruvananthapuram, on 25th November, 2022 in order to study the facilities and get a clear understanding of the latest developments in the IT scenario with respect to educational institutions. Keeping in light the recommendations from the experts at the DUK, and the needs of the college, the team drafted the first version of the institution's IT policy and submitted it to the Principal for onward submission to the Governing Council.

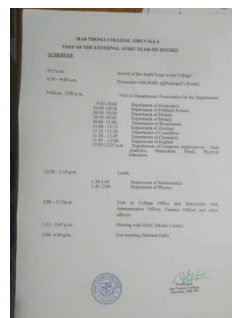
8. ACADEMIC AUDIT:

i. Internal Audit

An internal academic audit of all the departments was held on 18th February 2022. A team consisting of the Principal Dr Varughese Mathew, the IQAC Coordinator Dr Susan Thomas, and Joint Coordinator Dr Nebu John visited all the departments and evaluated the preparation for SAAC accreditation, the maintenance of regular documents and files.

ii. External Audit

A team consisting of Dr Rajan Varghese (former KSHEC member), Dr Shaju (Baselius College, Kottayam) conducted the academic audit for the years 2020-2021 and 2021-2022 on 25th March, 2022. A detailed report of the same was submitted to the Principal by the team.



9. IQAC SAPTHATHI PROJECT–Comprehensive ERP implementation for management of Learners' Data

As a Saphthathi project, the IQAC proposes the automation of the data management process. A comprehensive implementation of ERP platform for the administration and management of learner data, academics and the evaluation of administrative processes and academic programs is underway.



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10. CENTRALIZED COLLECTION OF FEEDBACK

The IQAC centrally collects the feedback of the outgoing batches. Feedback on Curriculum, Institution Feedback, Teachers' feedback is collected and analysed.

The IQAC is thankful to the College Principal Dr Varughese Mathew, the College Council, the faculty members, the secretarial assistants, and to all the members of the NAAC and SAAC committees for their sincere cooperation and hard work.

Team work, works!

Dr Susan Thomas
IQAC Coordinator.
29th March, 2022.