YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	MAR CHRYSOSTOM COLLEGE OF EDUCATION, KIRATHOOR
• Name of the Head of the institution	Dr. ANGEL FELIX J.S
• Designation	PRINCIPAL
• Does the institution function from its own campus?	No
• Phone no./Alternate phone no.	04651241242
• Mobile No:	7510241242
• Registered e-mail	mccbedcollege@gmail.com
• Alternate e-mail	jsangelfelic@gmail.com
• Address	MALANKARA AVENUE,KIRATHOOR POST. KANYAKUMARI DIST.
• City/Town	KOLLENCODE
• State/UT	TAMILNADU
• Pin Code	629160
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**Self-financing**
• Name of the Affiliating University	**TAMILNADU TEACHERS EDUCATION UNIVERSITY, CHENNAI**
• Name of the IQAC Coordinator	**Dr. ROSE PESIYA S.T**
• Phone No.	**04651241242**
• Alternate phone No.	**9486680498**
• Mobile	**9442028464**
• IQAC e-mail address	**mcceiquac@gmail.com**
• Alternate e-mail address	**rosepesiya@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.marchrysostom.edu.in/IQAC-Committee.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.marchrysostom.edu.in/2022-2023-News-Letter.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.**	**2019**	**21/02/2014**	**20/02/2019**

6.Date of Establishment of IQAC	**08/09/2014**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**0**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File

9.No. of IQAC meetings held during the year	6
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes

• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
• If yes, mention the amount	

11.Significant contributions made by IQAC during the current year (maximum five bullets)

• Enhancement of ICT facilities • Organizing Student Induction Programme • Faculty Development Programme • Collection and Analysis of Feedback on Teachers and Teaching by Students • Green initiatives in Campus

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
To prepare AQAR for current Academic Year Re-accreditation of NAAC in 2nd Cycle Objective : To adhere to the timeline for submission of AQAR	Outcome : Systematic collection and organization of academic and administrative data Timely submission of AQAR

13.Whether the AQAR was placed before statutory body?	No
• Name of the statutory body	

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

15-03-2024 11:04:58

Year	Date of Submission
2021-2022	13/01/2023

15. Multidisciplinary / interdisciplinary

Mar chrysostom College of Education offers and follows curricula offered by the Tlnadu Teachers Education Chennai. 17 Members are cyrrently involved in developing the revised UGC as per NEP 2020. MCCE College offers 7 optional subjects such as Tamil, English, Marthematics, Computer Science, Physical Science, Biological Science and History Education.

16. Academic bank of credits (ABC):

Academic Bank of Credits (ABC) is a virtual / digital storehouse that contains the information of the credits earned by individual students throughout their learning journey. It will enable students to open their accounts and give multiple options for entering and leaving colleges or universities. There will be "multiple exits" & "multiple entries" points during the higher education tenure & credits will be transferred through the ABC seamlessly.

17. Skill development:

Soft skills are non-technical skills that are relevant to your way of working. The Institution offers exclusive training to upgrade the Soft skills of students to excel during the recruitment process. Students are given training to hone and develop skills such as Problem solving, Teamwork and Communication. An additional non-technical skill includes Emotional intelligence, Positive attitude and Inter and Intrapersonal Skills.

During the course, Qualities of soft skills like time management, networking, conflict resolution and teamwork are taught. These individualities Enhances the personality of students which can illustrated through the interview process. Courses are available for a variety of soft skills, including:

- Personality Development
- Interview Techniques
- Body Language
- Self Confidence
- Emotional Intelligence

LIFE SKILLS

Life Skills Training is designed to make the students physically and mentally fit to lead their day-to-day life more effectively and efficiently and to train themselves in the competitive and stressful environment. It enable students to understand the significance of a healthy mind and body to lead a fruitful and successful life. Major trainings include:
Yoga
Physical fitness
Physical Health
Mental Health
Hygiene
Healthy diet
Awareness of trends in Technology
The capacity development activity is intended to impart knowledge of the technological advancements in the real world and to equip the students to utilize the novel technologies for the career advancement. Seminars, Workshops, Hand-on trainings, Hackathons, Symposiums are conducted to inculcate awareness of recent trends in technology.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Indian Values and Knowledge System has been integral to teaching-learning at MII, The college promotes plurality of Perspectives, constitutional values, and indigenous language and cultures. The college has been offering variegated course Moulayal combinations including languages such as Bengali, Bunjabi, Sanskrit and Tamil with sciences and social sciences. Classroom teaching is bilingual, however, teachers walk an extra mile to help students from various linguistic backgrounds during tutorials and mentor- mantes sessions. Traditional knowledge of Vedic mathematics and sciences, Indian political thought and statecraft, and Indian.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The student induction programme includes an orientation to the concept of outcome-based education as well as an explanation of the programme outcomes for the students. Program Outcomes (PO), Program Specific Outcomes (PSO), and Course Outcomes (CO) are clearly stated in the curriculum, and teaching-learning pedagogy adopted at the institute ensures OBE is implemented to help the youth become responsible citizens. The college website contains an explanation of the results. Before the start of each semester, each professor describes the course objectives. A notable initiative was the creation of a question bank based on Bloom's taxonomy, which was introduced together with the integration of OBE in Question Bank in

2020. It allows for the evaluation of students' memory, comprehension, application, analysis, evaluation, and creative abilities.

20.Distance education/online education:

The college always encourages the students to opt for short time
Page 13/82 07-11-2023
12:10:05 Annual Quality Assurance Report of BALURGHAT B.ED. COLLEGE based distance education
program or education program through online mode in various subject related or/and non-subject
related disciplines or areas so that their knowledge increases and becomes very much effective in their
practical life. The college collects links of such courses and distributes among the students with
introduction for them to understand the value and significance of the courses in building their academic
and professional careers.

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	**1**

File Description	Documents
Data Template	[View File](#)

2.Student	
2.1 Number of students during the year	**73**

File Description	Documents
Data Template	[View File](#)

| 2.2

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | **60** |

File Description	Documents
Data Template	[View File](#)

2.3	**96**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1	**13**
Number of full time teachers during the year	

File Description	Documents
Data Template	[View File](#)

3.2	**15**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	[View File](#)

4.Institution

4.1	**11**
Total number of Classrooms and Seminar halls	

4.2	**61,44,813**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**42**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Mar Chrysostom College of Education, nestled in the coastal region, has proactively addressed environmental challenges by adapting its curriculum. A dedicated curriculum review committee, guided by the institution's commitment to relevance and efficacy, meticulously adjusted the curriculum to meet the needs of its unique geographical context. Following the committee's recommendations, a comprehensive year plan was meticulously devised.

The academic year of 2022-23 commenced on 1st August 2022, with classes meticulously scheduled in alignment with the university calendar. Recognizing the pivotal role of a well-structured syllabus in enhancing student learning outcomes, the institution prioritizes a systematic approach to curriculum delivery from the outset of each academic year.To ensure the efficacy of curriculum delivery, an eight-member curriculum review committee comprised of individuals with diverse expertise and resources. This committee plays a pivotal role in crafting an academic calendar that delineates the entire year's instructional activities, encompassing assignments, practical tasks, seminars, webinars, unit tests, internal examinations, and model exams. Through ongoing curriculum planning, review, and refinement, the committee proposes innovative adjustments to meet evolving educational needs.Through collaborative efforts and a steadfast commitment to educational innovation, the institution remains at the forefront of delivering quality education in its coastal locale.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The academic calendar including Continuous Internal Evaluation (CIE). All the examination related activities are conducted through the Examination Committee whose activities are overseen by the Principal. The examination schedule was communicated to students and faculty through the College Calendar and official notices in online and offline mode.. The institution has continued with the facility to obtain one's results in both soft and hard copy forms. The examinations were conducted and the marks are published in the

notice board.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in **C. Any 2 of the above** **following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	[View File](#)

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

20

File Description	Documents
Any additional information	[View File](#)
Minutes of relevant Academic Council/ BOS meetings	[View File](#)
Institutional data in prescribed format (Data Template)	**No File Uploaded**

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

`1`

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	**No File Uploaded**

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

`74`

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

`74`

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

MCCE emphasizes the positive impact of the behavior and values upheld by both faculty and students. In addition to the weekly mentor-mentee programs, several initiatives have been organized to address various aspects of the lives of students and faculty. These programs include health awareness sessions, environmental initiatives, and life skills programs Rev. Sr. Dr. Gloria conducted a class on Health Education for women, while Rev.Sr. Josephin Secretary TNBCHCC delivered a talk on "Heart for one million" with active participation from all students. Fr. Bernad also contributed by providing a talk to raise awareness among students about various environmental issues. Furthermore, MCCE organized a program focused on planting palm trees to mitigate environmental hazards.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

74

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	**No File Uploaded**

1.3.3 - Number of students undertaking project work/field work/ internships

74

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the   **C. Any 2 of the above**

**syllabus and its transaction at the institution
from the following stakeholders Students
Teachers Employers Alumni**

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows   **C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	View File
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

100

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

01

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Programmes for advanced learners and slow learners

To address the needs of students, MCCE provided them with a variety of learning opportunities for effective learning, such as using diversified resources, and making use of a spectrum of intelligences and multi-sensory experiences to tap the different potential of students.

Strategies adopted for slow learners

- **Remedial Classes are conducted with an aim to improve the academic performance of the slow learners, absentees and students who participate in sports and other activities. This practice helps the struggling learners to improve subject knowledge and helps them catch up into their peers.**

- **Group Study System is also encouraged with the help of the advanced learners.**

- **Academic and personal counselling is given to the slow learners by the tutor, mentor and the counselling cell.**

- **Bilingual explanation and discussions are imparted to the slow learners after the class hours for better understanding.**

- **Provision of simple and standard lecture notes/course materials**

Strategies for the advanced learners

- **Coaching is also given in Skill Development Programme like**

Communicative English, Aptitude and Placement.

- Advanced learners are encouraged to enroll in Courses like Swayam

- Provision of additional learning and reference material.

- Assignment and Student Seminars on contemporary topics to enable them for placement.

- Participation by the students in the in-house competitions such as Debate, Group Discussion, Problem Solving – Decision Making Exercises and Quiz Programmes are also encouraged.

- Talented students are motivated to participate in extra-curricular activities, exhibitions and cultural competitions.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
12	1

File Description	Documents
Any additional information	View File

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

ICT enabled teaching includes Wi-Fi enabled class rooms with LCD, Language Lab, etc. The institution adopts modern pedagogy to enhance teaching-learning process. The institution has the essential equipments to support the faculty members and students.

Experiential learning: Experimental/Laboratory method is used in

science subjects to acquaint the students with the facts through direct experience individually.

Student Seminars: The Student seminars are organized where in the papers are presented by students on contemporary topics to enrich their learning experience

Regular Quizzes: Student teachers gained a broad or specialized understanding of subjects of B.Ed. courses. This is appreciated by both student teachers and Assistant professors as fun and a novel way to reconnect with curricular material

Panel Discussion : MCCE designed panel discussion to the teacher trainees to improve skills of research, logical organization of ideas as well as the ability to present these thoughts clearly and effectively. Student teachers selected the topics based on their levels and interests.

Experiential Learning

1.1. Our college is giving opportunities to the students to Participated in competition at various level such as cultural competitions, Quiz competitions, Field Visits etc. For Real time exposure students are encouraged to participated at National and International.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

ICT Tools

Google Classroom serves as a central hub for course materials, assignments, and discussions, promoting collaboration and organization.

Google Sites empower educators to create interactive and accessible online resources for students to explore. PowerPoint presentations facilitate dynamic and visually engaging lessons, catering to various learning preferences.

E-content development enables customization of learning materials to align with curriculum objectives and student needs.

OpenAI technology enhances instruction through intelligent tutoring systems and personalized feedback mechanisms. Additionally, blogs offer platforms for reflection, discussion, and sharing of resources, fostering a sense of community and collaboration.

PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

13

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

13

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

5

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	**No File Uploaded**

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

13

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

MCCE is affiliated Teacher Education University, Chennai and follows the Examination pattern of the university. There are three Internal

tests conducted. The schedules of internal assessments are communicated to students and faculty in the beginning of the semester through institute academic calendar which is prepared based on the university academic calendar. As per the guidelines, the following reforms have been carried out effectively conducting CIE: Scheduling of Internal Examination, Seating arrangements, hall invigilators listed for every examination. Preparing the question paper for the internal examination in the prescribed pattern based on Knowledge level using revised Bloom's taxonomy. Scrutiny of the prepared question paper is carried out Teacher Educators of concerned subjects. Internal Assessment has to be carried out within the stipulated time. After completion of the internal examination, the faculty evaluates the answer scripts and distribute to the students for doubt clarifications or re-correction. Result review meetings are conducted with result analysis and the remedial actions for further improvements are arrived after discussion with faculty and Principal. The accessed marks of student teachers are subsequently communicated to parents.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The MCCE has devised an efficient mechanism to deal with examination related grievances which transparent in the pattern and conduction of CIE and rectification of grievances is time bound. The college follows strictly the guidelines and rules issued by the Tamil Nadu Teacher Education University while conducting internals and semester-end examinations. An examination committee is constituted to handle the issues regarding evaluation process. The teacher educator distributes evaluated answer scripts to students, and any clarifications or grievances are addressed by the teacher educators. The internal marks are displayed on the notice board. If any discrepancy in mark allocation, correction is noticed by the students, the concerned teacher educator will resolve the discrepancy, and the necessary corrections will be made. Parents are informed about their ward's performance through PTA Meeting organize by MCCE. Students are counseled by the faculty mentor, and remedial classes are conducted for students who have failed in the examinations. Retest for the Internal Assessment are conducted for Students who remain absent for internal exams due to genuine reason.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

MCCE has clearly stated learning outcomes of the B. Ed. Programme and all the Courses offered by the department. The following mechanism is followed by the department to communicate the learning outcomes to the teachers and students. Hard Copy of syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students . Soft Copy of Curriculum and Learning Outcomes of Programme and at the beginning of a course along with the syllabus, students are made aware of the outcome of the course by the respective course teachers.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all courses (exemplars from Glossary)	**No File Uploaded**

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Some of the key indicators of measuring attainment are 1.End Semester University Examination: Being a constituent college of Teacher Education University, the students of MCCE are required to take examinations as per the semester and annual pattern set by the university, through which the institution measures programme outcomes based on the course attainment level fixed by the programme. 2. Internal Assessment: The Internal Assessment constitutes 30% weightage of the total marks (100) in each subject. Additionally, internal/Unit tests, Seminars, Assignments etc. are conducted repeatedly in a semester to judge the performance of students on a regular basis. 3. Practical Assessment/ External Assessment: It is evaluated by inviting external experts appointed by the university to evaluate each student by conducting Teaching

Competence examinations, and taking Viva-Voce and evaluating the practical files. 4. Result Analysis: At the end of each semester, result analysis of each course is carried out using bar charts indicating the percentage of students falling in different categories of CGPA obtained. 5. Placements: The Placement Cell of the college helps and polishes the students according to teaching standards and provides ample opportunities for students to get placed in esteemed schools.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

96

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.marchrysostom.edu.in/feedback

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 year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects /

endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

1. **Medical camp: As a part of the diamond jubilee celebrations the college organized a medical health camp in association with the Indian medical association (IMA). The camp included an overall general health check along with an general medicine, genecology, Normal BP check up check for students, staff, parents, alumni of the college. The camp was held on the 9th January 2023.Health Care services are important in the institution in order to provide emergency care for illnessor injury while at school or college, to ensure that all students get appropriate referrals to healthcare providers, to monitor**

for and control the spread of communicable diseases, to provideeducation and counseling in a variety of and wellness topics. For this purpose Our CollegeManagement Invited TNBC Health Care Commission on 23rd January 2023. Rev. Sr. Rosania gavevaluable information about Heart diseases and How to protect our heart.

2. Giving the awareness about first aid by fire and safety(Kollencode fire station) heldon.17/11.2023

3. Drug Awareness Campaign, To emphasize an awareness of choice, personal responsibility, and understanding of consequences of Drugs, an awareness programme was conducted to our studentteachers by MCCE on 26th June 2023. The Mr. Hari Kumaran (Sub Inspector of Police, KollemcodePolice Station) gave Awareness talk on consequences of Drugs.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - 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 organized in collaboration with industry, community

and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

5

File Description	Documents
Reports of the event organized	<u>View File</u>
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	**No File Uploaded**

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

74

File Description	Documents
Report of the event	<u>View File</u>
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	**No File Uploaded**

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

2

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

01

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	**No File Uploaded**

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The College comprises 12 fully equipped classrooms and 5 laboratories. Additionally, it houses dedicated offices for the IQAC, Placement, and Counseling Cells, each designed to cater to the specific needs of the students. Various functions take place in designated areas such as a seminar hall with a seating capacity of 200, a Recreational Hall accommodating 200 individuals, an outdoor stage accommodating 500, and a Conference Room along with a Committee Room. Moreover, the institution features a well-equipped Media Centre and Studio that offers excellent facilities. The Computer courses include state-of-the-art laboratories for conducting practical sessions as prescribed by the University. Both laboratories and the Seminar Hall are equipped with LCD projectors.

Furthermore, ten classrooms are equipped with Smart Boards, providing Wi-Fi connectivity that is freely accessible to both faculty and students through three broadband connections. The College has ample computer systems, including standalone systems with the latest operating systems, as well as networked computers utilizing Windows Server 2008. This comprehensive setup ensures a conducive learning environment and efficient administration.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Mar Chrysostom College of Education is committed to providing a comprehensive education that encompasses sports, games and cultural activities. The college features both outdoor and indoor sports facilities, including an 80-square-meter indoor stadium equipped for badminton, indoor basketball, chess, carom, and tennikoit. Additionally, there are grounds available for practicing throwball, shuttlecock, handball, volleyball, basketball, kabaddi, kho-kho. The supervision of sports activities falls under the purview of the Principal, and the organization is handled by the Director of Sports in collaboration with faculty and student representatives. The college's sports grounds are open to the public for morning and evening walks, as well as utilized by local communities for sports events, tournaments and related activities. Furthermore, Mar Chrysostom College of Education hosts a variety of cultural activities in venues of varying dimensions, featuring seating capacities ranging from 20 to 1000. These venues include a seminar hall measuring 2300 square feet, a Recreational Hall, and Conference and Committee Rooms. These spaces are utilized by different departments, clubs, and associations as needed.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class,

LMS, etc.

12

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

05

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	**No File Uploaded**

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

61,44,813

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	**No File Uploaded**

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Name ; Info Library , 13. 0 Library Management System

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

C. Any 2 of the above

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4000

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	[View File](#)
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

189

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Concerning IT infrastructure, the institution consistently upgrades and maintains its systems. A total of 4 Wi-Fi access points are in place to guarantee robust and extensive network coverage across the campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

44

File Description	Documents
Upload any additional information	View File
Student – computer ratio	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution   **A. ? 50MBPS**

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

61,13,322

File Description	Documents
Upload any additional information	[View File](#)
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	**No File Uploaded**

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The esteemed institution, known for its reputable standing, upholds the regular maintenance of its infrastructure and equipment through a well-established procedure. Each department conducts periodic inventories of its equipment and consumables, streamlining the process for repair, maintenance, or replacement as needed. When procuring significant investments in equipment, departments collaborate with the Principal's office to solicit quotations from at least three potential suppliers. The received quotations undergo thorough scrutiny by a constituted Scrutiny Committee, leading to the selection of the most suitable supplier.

In adherence to standard operating procedures, the college office maintains dedicated registers for the registration of repair requests and complaints. These registers are closely monitored on a daily basis, ensuring prompt response to requests. The Annual Quality Assurance Report of Mar Chrysostom College of Education encompasses the comprehensive maintenance of equipment. Under the supervision of the Administrator of the Diocesan Assets, regular maintenance of the institution's assets and infrastructure is conducted. Annual maintenance contracts have been established with various providers to ensure the service and maintenance of equipment and software, including photocopiers, fire extinguishers, power generators, Internet facilities, etc.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

01

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<u>View File</u>
Upload any additional information	<u>View File</u>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	**No File Uploaded**

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

10

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	**Nil**
Any additional information	[View File](#)
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

96

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

96

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

16

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government

examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

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 year

5.3.1.1 - 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 year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The Institution facilitates students' representation and engagement in various co-curricular and extra-curricular activities with the support of a duly-constituted Students' Council. The Students' Council provides an opportunity for students to engage in a structured partnership with management, faculty and other students. It functions under the overall supervision of the Principal, faculty representatives, the Cultural Co-ordinator and Co-coordinators. The Students' Council, at its meetings, provides a representative structure through which students can debate issues of concern and undertake initiatives of benefit to the college and the wider

community. It strives to provide a platform to enable the students to showcase their talent, skill and creativity. The Students' under the leadership of Arts secretary Ms. Roshini Maria Valentine and Sports secretary Ms. Plasy Sindhuja performed various programmes. Student Council shoulders many a responsibility like planning, organising, resource management, accountability and maintenance of discipline. The activities of the Council are funded by the Institution. Additional funds, if necessary, are mobilized through sponsorships. In addition to representation to students council/Cells/Clubs/Associations, students are also appointed as members of :

1. Red Ribbon Club Advisory Committee (RRC)

2. Sports Committee

3. College Students Grievance Redressal Committee (CSGRC)

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

21

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

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

```
Mission Statement:

The Mar Chrysostom College of Education Alumni Association aims to
foster a strong and vibrant community among alumni, support the
professional growth and development of members, and promote the
values and legacy of Mar Chrysostom College of Education.

Objectives:

Networking: Provide opportunities for alumni to connect, build
relationships, and network with each other for personal and
professional growth.

Professional Development: Offer resources, workshops, seminars, and
mentoring opportunities to support the ongoing professional
development of alumni.

Community Engagement: Engage alumni in community service, volunteer
activities, and initiatives that contribute positively to society.

Support for the College: Collaborate with the college
administration, faculty, and staff to support institutional goals,
student success, and academic excellence.

Celebration of Achievements: Recognize and celebrate the
achievements, contributions, and milestones of alumni in their
respective fields and endeavors.

Promotion of Alumni Interests: Advocate for the interests and
concerns of alumni within the college community and beyond.
```

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

5.4.2 - Alumni contribution during the year (INR in Lakhs)   **E. <1Lakhs**

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

VISION

Transformation of Society through human resources

MISSION

Excellence in value based education and research for the development of human resources.

GOALS

1. To impart quality education through an innovative learning environment.

2. To develop individual Potential through participatory learning strategies

3. To stimulate an interest towards Research and technology developments and their application in education.

4. To establish a network between related fields of education and society.

The college is dedicated to "SEAT OF WISDOM"

Motto : AMARE ET SERVIRE (Love to Serve)

15-03-2024 11:04:59

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Institution has a decentralized and participative system of management: The Governing Body of the Diocesan Society of Education is the overseeing Body. The Governing Body of the Diocesan Society of Education allows operational and academic freedom to the Local Managing Committee, the Principal and Vice Principals to evolve and implement appropriate mechanisms and procedures to look after the functioning of the College. Guidelines and regulations pertaining to admissions, timetables, attendance, conduct of examinations, discipline, training, library services, counseling, grievance redressal etc. are all, formulated at the Institutional level. MCCE conduct the day to-day functioning of their workload, examination, study tours, on-job training, etc. Meetings of faculty and non-teaching staff are conducted regularly, and opinions are considered in deciding upon academic, non-academic, and other related matters. The IQAC monitors the overall functioning of the Institution and continually suggests measures to enhance standards. The Parent-Teacher Association consistently assists the College in activities and establishment of infrastructure. Students are offered opportunities to develop and hone their leadership skills through participation in activities like the Students' Council.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Mar Chrysostom College of Education has shown an all-round development and growth since the day it was establish 17 years back. The college could achieve the growth with the systematic planning

and deployment by various wings of the college day in and out. The strategic plans so formulated is made to realized the academic and administrative development of the institution. Besides all the available resources are utilized so that the ends can be met efficiently..

Strategic Plan for Academic and Administrative Development:

- Onset of new short term certificate courses for the students.

- Expansion of infrastructure facilities.

- Expansion of ICT facilities.

- Organizing Intercollegiate Cultural and Sports Competitions on a current issue of relevance.

- Signing functional MoUs with different external organisation of relevance for social growth and development in different areas.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The governance structure of the institution ensures that the leading educationists participate in sustaining the institutional ideas, tradition and maintain viability. The action plan of the institute in alignment with its vision and mission is ensured via definite organization framework, prospective planning, dynamic leadership and decentralized administration.

Governing Body: The Governing body is responsible for the operation of all aspects of the institution including its finance, human resource, educational and research functions and infrastructure arrangements.

Academic Council: The core objective of academic council is to maintain the standards of education, approval of syllabi, approval of new programme, admission process, teaching learning and evaluation methodologies, research initiatives and student support facilities.

Internal Quality Assurance Cell (IQAC): The Internal Quality Assurance Cell (IQAC) was constituted under the chairmanship of the head of the institution in December, 2014, for monitoring the quality parameters of the institution. IQAC acts as a link between the institution and head of the institution/ Governing body, responsible for implementation of quality pharmaceutical education, research, through effective assessment of students. IQAC recommends the principal/ faculty staff to purchase quality / standard books, equipment, glassware etc

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination   **A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	[View File]()
Screen shots of user interfaces	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

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

The institution effectively implements the welfare schemes for the teaching and Nonteaching faculties. The College makes arrangements for availing all the government schemes such as EPF, ESI, Permission to attend Orientation programmes and Refresher courses, short term courses, etc. for the career development and progression of the teaching as well as non-teaching staff.

Besides the above, the following benefits are given to the teaching and non-teaching staff.

Financial Support

For celebrating festivals gifts to the teaching and non-teaching . The staff of the institution also receive Provident Fund, permission to attend Faculty Development Programme, Maternity and paternity leave with salary.

Material Benefits

Office rooms for Staff Associations (Teaching and Non-teaching) on the campus

Wi-Fi facility to the staff inside the college campus

Cater to Emotional Needs

Financial assistance to the conduct of staff exposure programme and tour (Both teaching & Non-teaching)

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

01

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	<u>View File</u>
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

13

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

A good performance management system works towards the improvement of the overall organisational performance of teams and individuals for ensuring the achievements of the overall organisational mission and vision.

The teacher's performance is assessed for:

• Teaching, Learning, and Evaluation Related Activities

• Professional Development, Co-curricular and Extension activities

• Research and Academic Contributions.

Evaluation by students - The College collects feedback from students on teacher's performance at the end of every academic year for further improvement and implementation.

Performance Appraisal System for teaching staff

Performance Appraisal System for non-teaching staff

Confidential reports – The overall performance of the non-teaching staff within the campus is evaluated by the Correspondent and Principal and the confidential report is submitted to the Principal for the final evaluation.

Students Suggestion Box:- is another mechanism to collect information about the satisfaction students get from the services provided by the college and staff.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

MCCE regularly conducts internal and external financial audits. It has a full-time Treasurer and Accounts Department since inception to ensure maintenance of annual accounts and audits.

1. **The following agencies conduct regular financial audit in the Institute:**

2. **External Audit: External Audit is conducted by the following:**

1. **CAG through Louis Sudharson F.C.A, Chartered Accountant of the Institute,**

2. **Internal Audit: Internal Audit is conducted by an Internal Auditor.**

Louis &Co conducts statutory audit covering all financial and accounting activities of the Institute. This includes scrutiny of the following: (a) all receipts from fee, donations, grants, contributions, and interest earned and returns on investments; (b) all payments to staff, vendors, contractors, students and other service providers.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution always monitors the effective and efficient use of available financial resources for the infrastructure development to support teaching learning process. MCC E is a self-financed private institution, tuition fee is the main source of income. This fund is utilized for all recurring and non-recurring expenditure. The institution has a well-defined mechanism to monitor effective utilization of available financial resources for the development of the infrastructure to augment academic needs.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

MCCE carries out a number of academic and administrative activities throughout the year. The IQAC plays an important role in the planning, execution and evaluation of all these activities. The IQAC was constituted on 8th September, 2014. Since then, it has been performing the following tasks on a regular basis:

Preparation of Academic Calendar:

Supervising the Teaching-Learning Process:

Supervising the Teaching-Learning Process:

Supervising the evaluation process

Monitoring the co-curricular, extra-curricular, extension and sports activities Encouraging holding inter-college Competitions or events

Alumni & PTA engagement

Implementation of Student Development Programmes:

Implementation of Green practices in the campus:

Implementation of Online mode of Learning

Use and enrichment of ICT infrastructure

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. Based on Academic calendar the IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process.

IQAC planned , prepared and executed Value added courses such as Communication Training Classes, Computer Education, Yoga & physical Education. Students are apprised of the Time-Table, Programme structure, syllabi of the courses before the semester commences. The teaching-learning processes are reviewed, and improvements implemented, based on the IQAC recommendations. The major initiatives taken are

- Introduction of Home Assignments

- Automation of Admission Processes

- Provision for online fee payment

- Automation of Examination Processes

- Student Development Programmes Green initiatives in Campus –

- Tree plantation, e-vehicles etc.

- MoUs with prestigious Institutes

IQAC has contributed significantly in the following areas

Quality assurance: IQAC can develop and implement quality assurance processes to ensure that the institution maintains high standards of education. This can involve monitoring and evaluating the performance of various programs, identifying areas for improvement, and implementing strategies to enhance the quality of education.

Faculty development: IQAC can develop and implement programs to support faculty development, providing training, mentorship, and other resources to help faculty improve their teaching skills and stay up-to-date with the latest pedagogical techniques.

Student support: IQAC can develop and implement programs to support student success, such as tutoring, mentoring, career development, and other resources that can help students succeed academically and professionally

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF

E. None of the above

any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	**No File Uploaded**

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 during the year

The Equal opportunity cell and Women cell are involved in creating awareness and disseminating information and knowledge among the faculty and the students on the issues that are related to Gender discrimination. Every year the cell is committed to organize events/programmes to educate the faculty and students about the rights and responsibilities of fundamental and constitution of India by inviting the Guest speakers who have made names in their respective fields. One programme under Equal opportunity cell and programmes under Women cell is planned for this academic year.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for   **D. Any 1 of the above**

**alternate sources of energy and energy
conservation measures   Solar energy
Biogas plant Wheeling to the Grid   Sensor-
based energy conservation Use of LED bulbs/
power efficient equipment**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Mar Chrysostom College of Education has instituted comprehensive measures to effectively manage and safely dispose of waste produced on campus. Given the diverse nature of waste, including solid, liquid, and e-waste, tailored strategies are deployed for responsible handling and disposal. Prior to disposal, meticulous efforts are made to segregate the waste. Additionally, dry waste is repurposed whenever feasible. Strategically positioned dustbins are stationed across the campus for convenient disposal, with the housekeeping team collaborating with the local Municipality to ensure proper emptying and disposal of waste from these bins.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

    A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

    A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment

    E. None of the above

**with ramps/lifts for easy access to classrooms.
Disabled-friendly washrooms Signage
including tactile path, lights, display boards
and signposts Assistive technology and
facilities for persons with disabilities
(Divyangjan) accessible website, screen-
reading software, mechanized equipment   5.
Provision for enquiry and information :
Human assistance, reader, scribe, soft copies of
reading material, screen   reading**

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

**The MCCE celebrates cultural and regional festivals like Youth
Festival, Constitution Day, etc. to teach tolerance and harmony to
the students. The Gender Equality Policy focuses on equal access,
opportunities, and rights for women and men. Policy for the
Differently abled ensures that every single member of the department
is aware of the care to be shown to the differently abled people. By
providing a barrier-free environment, needed facilities, and human
assistance, the department takes continuous efforts to make the
differently-abled feel included in every part of the activity of the
college**

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Besides education, the College had other programs for students, employees and society. Whether student or faculty, our environment and surroundings affect our being. Several beach cleaning activities were taken up by the NCC / NSS units of the college. This was also supplemented by cleanliness activities on college campus, plastic collection – cleanliness drive on 18/11/2022 and creating awareness in villages through street plays. The latter also included topics on balanced diet and nutrition uptake. The Literary Club also focused on this theme by hosting an elocution competition for their students on 26/04/2023. Awareness of malnutrion and importance of balanced diet was also done on social media by the NSS volunteers.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	[View File](#)
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The Institution has organized various festivals and competitions to commemorate international, national and other socio- culturally and academically important days/events during the academic year 2022-23. Some of the days commemorated were as follows: Yoga Day, International Youth Day, Independence Day, National Education Day, Teachers Day, Arts Day, National Constitutional Day, Gandhi Jayanti, National Youth Day, Red Ribbon Club, Reunion Day, Republic Day, World Diabetic Day, Health Club, Aids Awareness Day, World Environment Day, Exhibition, Festival of Innovation:. The college also celebrated its 15th Year since its establishment. There were several events celebrated by various departments like lecture series, invited talks, Skill practices ,Quiz, Camp, Annual Sports Meet, Bakrid Celebration, Seminar, Red Cross Society Christmas Day Celebration, Educational Tour, Staff Tour, Deepavali Celebration, Onam Celebration, Pongal, Inter Coolegiate Cultural Competitions-" Femella Azionare"

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

1. Daily Morning Assembly To instill into the students fear of God, social and ethical values, and personal growth daily morning assembly was organized by MCCE. Students feel comfortable and feel good as all the staff and students gather at one place before any other activity. Students done the activities such as Bible Reading with Prayer, News Reading, Speech, Thought for the Day, and Thirkkural themselves. Common announcements and appreciations are done during this time. who attend the morning assembly gets to know all that is happening in the campus. 2. Mentoring system for students Students undergo various problems of stress- personal, academic, physical, mental. Students are new to professional college life. Mentoring is required for students to achieve emotional stability and to promote clarity in thinking and decision making for overall progress. Students from educationally weak background feel complex and hesitations in class and unable to perform well due to inhibitions.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The uniqueness of our Institution is best encapsulated by its Latin motto, 'Amare Et Servire.' Our college is dedicated to preparing students for excellence in all facets of life, embracing diversity and providing equal educational opportunities to all. Through various initiatives such as Cells, Clubs, and Associations, we foster a spirit of empathy and social responsibility among our students. We prioritize equipping them with essential soft skills to bolster their overall development and personality. Our vibrant campus ambiance is enriched by a plethora of extracurricular and cocurricular activities. Since its inception, the hallmark of our Institution has been the Value Education sessions, tailored to be age-appropriate and socially relevant. We have further enhanced our efforts with a robust mentor-mentee program.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Mar Chrysostom College of Education, nestled in the coastal region, has proactively addressed environmental challenges by adapting its curriculum. A dedicated curriculum review committee, guided by the institution's commitment to relevance and efficacy, meticulously adjusted the curriculum to meet the needs of its unique geographical context. Following the committee's recommendations, a comprehensive year plan was meticulously devised.

The academic year of 2022-23 commenced on 1st August 2022, with classes meticulously scheduled in alignment with the university calendar. Recognizing the pivotal role of a well-structured syllabus in enhancing student learning outcomes, the institution prioritizes a systematic approach to curriculum delivery from the outset of each academic year.To ensure the efficacy of curriculum delivery, an eight-member curriculum review committee comprised of individuals with diverse expertise and resources. This committee plays a pivotal role in crafting an academic calendar that delineates the entire year's instructional activities, encompassing assignments, practical tasks, seminars, webinars, unit tests, internal examinations, and model exams. Through ongoing curriculum planning, review, and refinement, the committee proposes innovative adjustments to meet evolving educational needs.Through collaborative efforts and a steadfast commitment to educational innovation, the institution remains at the forefront of delivering quality education in its coastal locale.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The academic calendar including Continuous Internal Evaluation (CIE). All the examination related activities are conducted through the Examination Committee whose activities are overseen by the Principal. The examination schedule was communicated to students and faculty through the College Calendar and official notices in online and offline mode.. The institution has continued with the facility to obtain one's results in both soft and hard copy forms. The examinations were conducted and the marks are published in the notice board.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	[View File](#)

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

20

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	**No File Uploaded**

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

1

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	**No File Uploaded**

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

74

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

74

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

MCCE emphasizes the positive impact of the behavior and values upheld by both faculty and students. In addition to the weekly

mentor-mentee programs, several initiatives have been organized to address various aspects of the lives of students and faculty. These programs include health awareness sessions, environmental initiatives, and life skills programs Rev. Sr. Dr. Gloria conducted a class on Health Education for women, while Rev.Sr. Josephin Secretary TNBCHCC delivered a talk on "Heart for one million" with active participation from all students. Fr. Bernad also contributed by providing a talk to raise awareness among students about various environmental issues. Furthermore, MCCE organized a program focused on planting palm trees to mitigate environmental hazards.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

74

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

1.3.3 - Number of students undertaking project work/field work/ internships

74

File Description	Documents
Any additional information	[View File](#)
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	[View File](#)
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

100

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

01

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Programmes for advanced learners and slow learners

To address the needs of students, MCCE provided them with a variety of learning opportunities for effective learning, such as using diversified resources, and making use of a spectrum of intelligences and multi-sensory experiences to tap the different potential of students.

Strategies adopted for slow learners

- **Remedial Classes are conducted with an aim to improve the academic performance of the slow learners, absentees and students who participate in sports and other activities. This practice helps the struggling learners to improve subject knowledge and helps them catch up into their peers.**

- **Group Study System is also encouraged with the help of the advanced learners.**

- **Academic and personal counselling is given to the slow learners by the tutor, mentor and the counselling cell.**

- **Bilingual explanation and discussions are imparted to the slow learners after the class hours for better understanding.**

- **Provision of simple and standard lecture notes/course materials**

Strategies for the advanced learners

- **Coaching is also given in Skill Development Programme like Communicative English, Aptitude and Placement.**

- **Advanced learners are encouraged to enroll in Courses like Swayam**

- **Provision of additional learning and reference material.**

- **Assignment and Student Seminars on contemporary topics to enable them for placement.**

- **Participation by the students in the in-house competitions such as Debate, Group Discussion, Problem Solving – Decision Making Exercises and Quiz Programmes are also encouraged.**

- **Talented students are motivated to participate in extra-curricular activities, exhibitions and cultural competitions.**

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	[View File]()

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
12	1

File Description	Documents
Any additional information	View File

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

ICT enabled teaching includes Wi-Fi enabled class rooms with LCD, Language Lab, etc. The institution adopts modern pedagogy to enhance teaching-learning process. The institution has the essential equipments to support the faculty members and students.

Experiential learning: Experimental/Laboratory method is used in science subjects to acquaint the students with the facts through direct experience individually.

Student Seminars: The Student seminars are organized where in the papers are presented by students on contemporary topics to enrich their learning experience

Regular Quizzes: Student teachers gained a broad or specialized understanding of subjects of B.Ed. courses. This is appreciated by both student teachers and Assistant professors as fun and a novel way to reconnect with curricular material

Panel Discussion : MCCE designed panel discussion to the teacher trainees to improve skills of research, logical organization of ideas as well as the ability to present these thoughts clearly and effectively. Student teachers selected the topics based on their levels and interests.

Experiential Learning

1.1. Our college is giving opportunities to the students to Participated in competition at various level such as cultural competitions, Quiz competitions, Field Visits etc. For Real time exposure students are encouraged to participated at National and International.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

ICT Tools

Google Classroom serves as a central hub for course materials, assignments, and discussions, promoting collaboration and organization.

Google Sites empower educators to create interactive and accessible online resources for students to explore. PowerPoint presentations facilitate dynamic and visually engaging lessons, catering to various learning preferences.

E-content development enables customization of learning materials to align with curriculum objectives and student needs.

OpenAI technology enhances instruction through intelligent tutoring systems and personalized feedback mechanisms. Additionally, blogs offer platforms for reflection, discussion, and sharing of resources, fostering a sense of community and collaboration.

PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

13

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File]()
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

13

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File]()
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

5

File Description	Documents
Any additional information	[View File]()
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	**No File Uploaded**

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

13

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

MCCE is affiliated Teacher Education University, Chennai and follows the Examination pattern of the university. There are three Internal tests conducted. The schedules of internal assessments are communicated to students and faculty in the beginning of the semester through institute academic calendar which is prepared based on the university academic calendar. As per the guidelines, the following reforms have been carried out effectively conducting CIE: Scheduling of Internal Examination, Seating arrangements, hall invigilators listed for every examination. Preparing the question paper for the internal examination in the prescribed pattern based on Knowledge level using revised Bloom's taxonomy. Scrutiny of the prepared question paper is carried out Teacher Educators of concerned subjects. Internal Assessment has to be carried out within the stipulated time. After completion of the internal examination, the faculty evaluates the answer scripts and distribute to the students for doubt clarifications or re-correction. Result review meetings are conducted with result analysis and the remedial actions for further improvements are arrived after discussion with faculty and Principal. The accessed marks of student teachers are subsequently communicated to parents.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	**Nil**

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The MCCE has devised an efficient mechanism to deal with

examination related grievances which transparent in the pattern and conduction of CIE and rectification of grievances is time bound. The college follows strictly the guidelines and rules issued by the Tamil Nadu Teacher Education University while conducting internals and semester-end examinations. An examination committee is constituted to handle the issues regarding evaluation process. The teacher educator distributes evaluated answer scripts to students, and any clarifications or grievances are addressed by the teacher educators. The internal marks are displayed on the notice board. If any discrepancy in mark allocation, correction is noticed by the students, the concerned teacher educator will resolve the discrepancy, and the necessary corrections will be made. Parents are informed about their ward's performance through PTA Meeting organize by MCCE. Students are counseled by the faculty mentor, and remedial classes are conducted for students who have failed in the examinations. Retest for the Internal Assessment are conducted for Students who remain absent for internal exams due to genuine reason.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

MCCE has clearly stated learning outcomes of the B. Ed. Programme and all the Courses offered by the department. The following mechanism is followed by the department to communicate the learning outcomes to the teachers and students. Hard Copy of syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students . Soft Copy of Curriculum and Learning Outcomes of Programme and at the beginning of a course along with the syllabus, students are made aware of the outcome of the course by the respective course teachers.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Some of the key indicators of measuring attainment are 1.End Semester University Examination: Being a constituent college of Teacher Education University, the students of MCCE are required to take examinations as per the semester and annual pattern set by the university, through which the institution measures programme outcomes based on the course attainment level fixed by the programme. 2. Internal Assessment: The Internal Assessment constitutes 30% weightage of the total marks (100) in each subject. Additionally, internal/Unit tests, Seminars, Assignments etc. are conducted repeatedly in a semester to judge the performance of students on a regular basis. 3. Practical Assessment/ External Assessment: It is evaluated by inviting external experts appointed by the university to evaluate each student by conducting Teaching Competence examinations, and taking Viva-Voce and evaluating the practical files. 4. Result Analysis: At the end of each semester, result analysis of each course is carried out using bar charts indicating the percentage of students falling in different categories of CGPA obtained. 5. Placements: The Placement Cell of the college helps and polishes the students according to teaching standards and provides ample opportunities for students to get placed in esteemed schools.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

96

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.marchrysostom.edu.in/feedback

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 year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

0

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	**No File Uploaded**

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	**No File Uploaded**

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

1. Medical camp: As a part of the diamond jubilee celebrations the college organized a medical health camp in association with the Indian medical association (IMA). The camp included an overall general health check along with an general medicine, genecology, Normal BP check up check for students, staff, parents, alumni of the college. The camp was held on the 9th January 2023.Health Care services are important in the institution in order to provide emergency care for illnessor injury while at school or college, to ensure that all students get appropriate referrals to healthcare providers, to monitor for and control the spread of communicable diseases, to provideeducation and counseling in a variety of and wellness topics. For this purpose Our CollegeManagement Invited TNBC Health Care Commission on 23rd January 2023. Rev. Sr. Rosania gavevaluable information about Heart diseases and How to protect our heart.

2. Giving the awareness about first aid by fire and safety(Kollencode fire station) heldon.17/11/2023

3. Drug Awareness Campaign, To emphasize an awareness of choice, personal responsibility, and understanding of consequences of Drugs, an awareness programme was conducted to our studentteachers by MCCE on 26th June 2023. The Mr. Hari Kumaran (Sub Inspector of Police, KollemcodePolice Station) gave Awareness talk on consequences of Drugs.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	**No File Uploaded**
e-copy of the award letters	**No File Uploaded**

3.3.3 - 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 organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

5

File Description	Documents
Reports of the event organized	[View File](#)
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	**No File Uploaded**

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the

year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

74

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	**No File Uploaded**

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

2

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

01

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	[View File](#)
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	**No File Uploaded**

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The College comprises 12 fully equipped classrooms and 5 laboratories. Additionally, it houses dedicated offices for the IQAC, Placement, and Counseling Cells, each designed to cater to the specific needs of the students. Various functions take place in designated areas such as a seminar hall with a seating capacity of 200, a Recreational Hall accommodating 200 individuals, an outdoor stage accommodating 500, and a Conference Room along with a Committee Room. Moreover, the institution features a well-equipped Media Centre and Studio that offers excellent facilities. The Computer courses include state-of-the-art laboratories for conducting practical sessions as prescribed by the University. Both laboratories and the Seminar Hall are equipped with LCD projectors. Furthermore, ten classrooms are equipped with Smart Boards, providing Wi-Fi connectivity that is freely accessible to both faculty and students through three broadband connections. The College has ample computer systems, including standalone systems with the latest operating systems, as well as networked computers utilizing Windows Server 2008. This comprehensive setup ensures a conducive learning environment and efficient administration.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor,

outdoor), gymnasium, yoga centre etc.

Mar Chrysostom College of Education is committed to providing a comprehensive education that encompasses sports, games and cultural activities. The college features both outdoor and indoor sports facilities, including an 80-square-meter indoor stadium equipped for badminton, indoor basketball, chess, carom, and tennikoit. Additionally, there are grounds available for practicing throwball, shuttlecock, handball, volleyball, basketball, kabaddi, kho-kho. The supervision of sports activities falls under the purview of the Principal, and the organization is handled by the Director of Sports in collaboration with faculty and student representatives. The college's sports grounds are open to the public for morning and evening walks, as well as utilized by local communities for sports events, tournaments and related activities. Furthermore, Mar Chrysostom College of Education hosts a variety of cultural activities in venues of varying dimensions, featuring seating capacities ranging from 20 to 1000. These venues include a seminar hall measuring 2300 square feet, a Recreational Hall, and Conference and Committee Rooms. These spaces are utilized by different departments, clubs, and associations as needed.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

12

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

05

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	**No File Uploaded**

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

61,44,813

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	**No File Uploaded**

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Name ; Info Library , 13. 0 Library Management System

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**C. Any 2 of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4000

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

189

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Concerning IT infrastructure, the institution consistently upgrades and maintains its systems. A total of 4 Wi-Fi access points are in place to guarantee robust and extensive network coverage across the campus.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

44

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

61,13,322

File Description	Documents
Upload any additional information	[View File](#)
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	**No File Uploaded**

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The esteemed institution, known for its reputable standing, upholds the regular maintenance of its infrastructure and equipment through a well-established procedure. Each department conducts periodic inventories of its equipment and consumables, streamlining the process for repair, maintenance, or replacement as needed. When procuring significant investments in equipment, departments collaborate with the Principal's office to solicit quotations from at least three potential suppliers. The received quotations undergo thorough scrutiny by a constituted Scrutiny Committee, leading to the selection of the most suitable supplier.

In adherence to standard operating procedures, the college office maintains dedicated registers for the registration of repair requests and complaints. These registers are closely monitored on a daily basis, ensuring prompt response to requests. The Annual Quality Assurance Report of Mar Chrysostom College of Education encompasses the comprehensive maintenance of equipment. Under the supervision of the Administrator of the Diocesan Assets, regular maintenance of the institution's assets and infrastructure is conducted. Annual maintenance contracts have been established with various providers to ensure the service and maintenance of equipment and software, including photocopiers, fire extinguishers, power generators, Internet facilities, etc.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

01

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	*View File*
Upload any additional information	*View File*
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	**No File Uploaded**

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

10

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**A. All of the above**

File Description	Documents
Link to institutional website	**Nil**
Any additional information	*View File*
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

96

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

96

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

16

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

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 year

5.3.1.1 - 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 year.

`0`

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	**No File Uploaded**

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The Institution facilitates students' representation and engagement in various co-curricular and extra-curricular activities with the support of a duly-constituted Students' Council. The Students' Council provides an opportunity for students to engage in a structured partnership with management, faculty and other students. It functions under the overall supervision of the Principal, faculty representatives, the Cultural Co-ordinator and Co-coordinators. The Students' Council, at its meetings, provides a representative structure through which students can debate issues of concern and undertake initiatives of benefit to the college and the wider community. It strives to provide a platform to enable the students to showcase their talent, skill and creativity. The Students' under the leadership of Arts secretary Ms. Roshini Maria Valentine and Sports secretary Ms. Plasy Sindhuja performed various programmes. Student Council shoulders many a responsibility like planning, organising, resource management, accountability and maintenance of discipline. The activities of the Council are funded by the Institution. Additional funds, if necessary, are mobilized through sponsorships. In addition to representation to students council/Cells/Clubs/Associations, students are also appointed as members of :

1. Red Ribbon Club Advisory Committee (RRC)

2. Sports Committee

3. College Students Grievance Redressal Committee (CSGRC)

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

21

File Description	Documents
Report of the event	<u>View File</u>
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	**No File Uploaded**

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

Mission Statement:

The Mar Chrysostom College of Education Alumni Association aims to foster a strong and vibrant community among alumni, support the professional growth and development of members, and promote the values and legacy of Mar Chrysostom College of Education.

Objectives:

Networking: Provide opportunities for alumni to connect, build relationships, and network with each other for personal and professional growth.

Professional Development: Offer resources, workshops, seminars, and mentoring opportunities to support the ongoing professional development of alumni.

Community Engagement: Engage alumni in community service, volunteer activities, and initiatives that contribute positively to society.

Support for the College: Collaborate with the college administration, faculty, and staff to support institutional goals, student success, and academic excellence.

Celebration of Achievements: Recognize and celebrate the achievements, contributions, and milestones of alumni in their respective fields and endeavors.

Promotion of Alumni Interests: Advocate for the interests and concerns of alumni within the college community and beyond.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

VISION

Transformation of Society through human resources

MISSION

Excellence in value based education and research for the

development of human resources.

GOALS

1. To impart quality education through an innovative learning environment.

2. To develop individual Potential through participatory learning strategies

3. To stimulate an interest towards Research and technology developments and their application in education.

4. To establish a network between related fields of education and society.

The college is dedicated to "SEAT OF WISDOM"

Motto : AMARE ET SERVIRE (Love to Serve)

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Institution has a decentralized and participative system of management: The Governing Body of the Diocesan Society of Education is the overseeing Body. The Governing Body of the Diocesan Society of Education allows operational and academic freedom to the Local Managing Committee, the Principal and Vice Principals to evolve and implement appropriate mechanisms and procedures to look after the functioning of the College. Guidelines and regulations pertaining to admissions, timetables, attendance, conduct of examinations, discipline, training, library services, counseling, grievance redressal etc. are all, formulated at the Institutional level. MCCE conduct the day to-day functioning of their workload, examination, study tours, on-

job training, etc. Meetings of faculty and non-teaching staff are conducted regularly, and opinions are considered in deciding upon academic, non-academic, and other related matters. The IQAC monitors the overall functioning of the Institution and continually suggests measures to enhance standards. The Parent-Teacher Association consistently assists the College in activities and establishment of infrastructure. Students are offered opportunities to develop and hone their leadership skills through participation in activities like the Students' Council.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Mar Chrysostom College of Education has shown an all-round development and growth since the day it was establish 17 years back. The college could achieve the growth with the systematic planning and deployment by various wings of the college day in and out. The strategic plans so formulated is made to realized the academic and administrative development of the institution. Besides all the available resources are utilized so that the ends can be met efficiently..

Strategic Plan for Academic and Administrative Development:

- Onset of new short term certificate courses for the students.

- Expansion of infrastructure facilities.

- Expansion of ICT facilities.

- Organizing Intercollegiate Cultural and Sports Competitions on a current issue of relevance.

- Signing functional MoUs with different external organisation of relevance for social growth and development in different areas.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The governance structure of the institution ensures that the leading educationists participate in sustaining the institutional ideas, tradition and maintain viability. The action plan of the institute in alignment with its vision and mission is ensured via definite organization framework, prospective planning, dynamic leadership and decentralized administration.

Governing Body: The Governing body is responsible for the operation of all aspects of the institution including its finance, human resource, educational and research functions and infrastructure arrangements.

Academic Council: The core objective of academic council is to maintain the standards of education, approval of syllabi, approval of new programme, admission process, teaching learning and evaluation methodologies, research initiatives and student support facilities.

Internal Quality Assurance Cell (IQAC): The Internal Quality Assurance Cell (IQAC) was constituted under the chairmanship of the head of the institution in December, 2014, for monitoring the quality parameters of the institution. IQAC acts as a link between the institution and head of the institution/ Governing body, responsible for implementation of quality pharmaceutical education, research, through effective assessment of students. IQAC recommends the principal/ faculty staff to purchase quality / standard books, equipment, glassware etc

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

The institution effectively implements the welfare schemes for the teaching and Nonteaching faculties. The College makes arrangements for availing all the government schemes such as EPF, ESI, Permission to attend Orientation programmes and Refresher courses, short term courses, etc. for the career development and progression of the teaching as well as non-teaching staff.

Besides the above, the following benefits are given to the teaching and non-teaching staff.

Financial Support

For celebrating festivals gifts to the teaching and non-teaching . The staff of the institution also receive Provident Fund, permission to attend Faculty Development Programme, Maternity and paternity leave with salary.

Material Benefits

Office rooms for Staff Associations (Teaching and Non-teaching) on the campus

Wi-Fi facility to the staff inside the college campus

Cater to Emotional Needs

Financial assistance to the conduct of staff exposure programme and tour (Both teaching & Non-teaching)

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

01

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	*View File*
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

13

File Description	Documents
IQAC report summary	*View File*
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	*View File*

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

A good performance management system works towards the improvement of the overall organisational performance of teams and individuals for ensuring the achievements of the overall organisational mission and vision.

The teacher's performance is assessed for:

- **Teaching, Learning, and Evaluation Related Activities**

- **Professional Development, Co-curricular and Extension activities**

- **Research and Academic Contributions.**

Evaluation by students - The College collects feedback from students on teacher's performance at the end of every academic year for further improvement and implementation.

Performance Appraisal System for teaching staff

Performance Appraisal System for non-teaching staff

Confidential reports – The overall performance of the non-teaching staff within the campus is evaluated by the Correspondent and Principal and the confidential report is submitted to the Principal for the final evaluation.

Students Suggestion Box:- is another mechanism to collect information about the satisfaction students get from the services provided by the college and staff.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

MCCE regularly conducts internal and external financial audits. It has a full-time Treasurer and Accounts Department since inception to ensure maintenance of annual accounts and audits.

   1. **The following agencies conduct regular financial audit in the Institute:**

2. **External Audit: External Audit is conducted by the following:**

1. **CAG through Louis Sudharson F.C.A, Chartered Accountant of the Institute,**

2. **Internal Audit: Internal Audit is conducted by an Internal Auditor.**

Louis &Co conducts statutory audit covering all financial and accounting activities of the Institute. This includes scrutiny of the following: (a) all receipts from fee, donations, grants, contributions, and interest earned and returns on investments; (b) all payments to staff, vendors, contractors, students and other service providers.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**No File Uploaded**

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution always monitors the effective and efficient use of available financial resources for the infrastructure development to support teaching learning process. MCC E is a self-financed private institution, tuition fee is the main source of income. This fund is utilized for all recurring and non-recurring expenditure. The institution has a well-defined mechanism to monitor effective utilization of available financial resources for the development of the infrastructure to augment academic needs.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

MCCE carries out a number of academic and administrative activities throughout the year. The IQAC plays an important role in the planning, execution and evaluation of all these activities. The IQAC was constituted on 8th September, 2014. Since then, it has been performing the following tasks on a regular basis:

Preparation of Academic Calendar:

Supervising the Teaching-Learning Process:

Supervising the Teaching-Learning Process:

Supervising the evaluation process

Monitoring the co-curricular, extra-curricular, extension and sports activities Encouraging holding inter-college Competitions or events

Alumni & PTA engagement

Implementation of Student Development Programmes:

Implementation of Green practices in the campus:

Implementation of Online mode of Learning

Use and enrichment of ICT infrastructure

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. Based on Academic calendar the IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process.

IQAC planned , prepared and executed Value added courses such as Communication Training Classes, Computer Education, Yoga & physical Education. Students are apprised of the Time-Table, Programme structure, syllabi of the courses before the semester commences. The teaching-learning processes are reviewed, and improvements implemented, based on the IQAC recommendations. The major initiatives taken are

- **Introduction of Home Assignments**

- **Automation of Admission Processes**

- **Provision for online fee payment**

- **Automation of Examination Processes**

- **Student Development Programmes Green initiatives in Campus –**

- **Tree plantation, e-vehicles etc.**

- **MoUs with prestigious Institutes**

IQAC has contributed significantly in the following areas

Quality assurance: IQAC can develop and implement quality assurance processes to ensure that the institution maintains high standards of education. This can involve monitoring and evaluating the performance of various programs, identifying areas for improvement, and implementing strategies to enhance the quality of education.

Faculty development: IQAC can develop and implement programs to support faculty development, providing training, mentorship, and other resources to help faculty improve their teaching skills and stay up-to-date with the latest pedagogical techniques.

Student support: IQAC can develop and implement programs to support student success, such as tutoring, mentoring, career development, and other resources that can help students succeed academically and professionally

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**E. None of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

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 during the year

The Equal opportunity cell and Women cell are involved in creating awareness and disseminating information and knowledge among the faculty and the students on the issues that are related to Gender discrimination. Every year the cell is committed to organize events/programmes to educate the faculty and students about the rights and responsibilities of fundamental and constitution of India by inviting the Guest speakers who have made names in their respective fields. One programme under Equal opportunity cell and programmes under Women cell is planned for this academic year.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-	D. Any 1 of the above

based energy conservation Use of LED bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	[View File]()
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Mar Chrysostom College of Education has instituted comprehensive measures to effectively manage and safely dispose of waste produced on campus. Given the diverse nature of waste, including solid, liquid, and e-waste, tailored strategies are deployed for responsible handling and disposal. Prior to disposal, meticulous efforts are made to segregate the waste. Additionally, dry waste is repurposed whenever feasible. Strategically positioned dustbins are stationed across the campus for convenient disposal, with the housekeeping team collaborating with the local Municipality to ensure proper emptying and disposal of waste from these bins.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File]()
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment	E. None of the above

with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The MCCE celebrates cultural and regional festivals like Youth Festival, Constitution Day, etc. to teach tolerance and harmony to the students. The Gender Equality Policy focuses on equal access, opportunities, and rights for women and men. Policy for the Differently abled ensures that every single member of the department is aware of the care to be shown to the differently abled people. By providing a barrier-free environment, needed facilities, and human assistance, the department takes continuous efforts to make the differently-abled feel included in every part of the activity of the college

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Besides education, the College had other programs for students, employees and society. Whether student or faculty, our environment and surroundings affect our being. Several beach cleaning activities were taken up by the NCC / NSS units of the college. This was also supplemented by cleanliness activities on college campus, plastic collection – cleanliness drive on 18/11/2022 and creating awareness in villages through street plays. The latter also included topics on balanced diet and nutrition uptake. The Literary Club also focused on this theme by hosting an elocution competition for their students on 26/04/2023. Awareness of malnutrion and importance of balanced diet was also done on social media by the NSS volunteers.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The Institution has organized various festivals and competitions to commemorate international, national and other socio- culturally and academically important days/events during the academic year 2022-23. Some of the days commemorated were as follows: Yoga Day, International Youth Day, Independence Day, National Education Day, Teachers Day, Arts Day, National Constitutional Day, Gandhi Jayanti, National Youth Day, Red Ribbon Club, Reunion Day, Republic Day, World Diabetic Day, Health Club, Aids Awareness Day, World Environment Day, Exhibition, Festival of Innovation:. The college also celebrated its 15th Year since its establishment. There were several events celebrated by various departments like lecture series, invited talks, Skill practices ,Quiz, Camp, Annual Sports Meet, Bakrid Celebration, Seminar, Red Cross Society Christmas Day Celebration, Educational Tour, Staff Tour, Deepavali Celebration, Onam Celebration, Pongal, Inter Coolegiate Cultural Competitions-" Femella Azionare"

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC

format provided in the Manual.

1. Daily Morning Assembly To instill into the students fear of God, social and ethical values, and personal growth daily morning assembly was organized by MCCE. Students feel comfortable and feel good as all the staff and students gather at one place before any other activity. Students done the activities such as Bible Reading with Prayer, News Reading, Speech, Thought for the Day, and Thirkkural themselves. Common announcements and appreciations are done during this time. who attend the morning assembly gets to know all that is happening in the campus. 2. Mentoring system for students Students undergo various problems of stress- personal, academic, physical, mental. Students are new to professional college life. Mentoring is required for students to achieve emotional stability and to promote clarity in thinking and decision making for overall progress. Students from educationally weak background feel complex and hesitations in class and unable to perform well due to inhibitions.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The uniqueness of our Institution is best encapsulated by its Latin motto, 'Amare Et Servire.' Our college is dedicated to preparing students for excellence in all facets of life, embracing diversity and providing equal educational opportunities to all. Through various initiatives such as Cells, Clubs, and Associations, we foster a spirit of empathy and social responsibility among our students. We prioritize equipping them with essential soft skills to bolster their overall development and personality. Our vibrant campus ambiance is enriched by a plethora of extracurricular and cocurricular activities. Since its inception, the hallmark of our Institution has been the Value Education sessions, tailored to be age-appropriate and socially relevant. We have further enhanced our efforts with a robust mentor-mentee program.

File Description	Documents
Appropriate web in the Institutional website	[View File]()
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

1) Encourage faculty to peruse doctoral research

2) Encourage faculty to take Up Minor/Major research projects

3) Encourage faculty to publish papers in indexed and listed journals

4) Installing additional smart boards in undergraduate classrooms

5) Implementation of NEP directives

6) Installation of lifts in the library block and science blocks.

7) New Sports Ground

8) Green Audit

9) Best Practices - Certificate Course in repairing electrical gadgets

10) Training our students to eat right and healthy

11) Faculty to Publish Books with ISBN No.