YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution	Mar Athanasios College For Advanced Studies Tiruvalla
• Name of the Head of the institution	Dr. Varghese K. Cheriyan
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04692730300
• Mobile no	9447353546
• Registered e-mail	principal@macfast.org
• Alternate e-mail	iqac@macfast.org
• Address	Mar Athanasios College For Advanced Studies Tiruvalla (MACFAST), Thiruvalla,689101, Kerala, India
• City/Town	Thiruvalla
• State/UT	Kerala
• Pin Code	689101

2.Institutional status

• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Semi-Urban

- Financial Status   **Self-financing**

- Name of the Affiliating University   **Mahatma Gandhi University, Kottayam**

- Name of the IQAC Coordinator   **Dr. Ligo Koshy**

- Phone No.   **9496550768**

- Alternate phone No.   **9947335477**

- Mobile   **9496550768**

- IQAC e-mail address   **iqac@macfast.org**

- Alternate Email address   **iqaccoordinator@macfast.org**

3.Website address (Web link of the AQAR (Previous Academic Year)

https://macfast.org/wp-content/uploads/2021/09/AQAR-Report-2019-2020.pdf

4.Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

https://macfast.org/wp-content/uploads/2022/02/2020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A**	**3.08**	**2016**	**11/07/2016**	**10/07/2021**

6.Date of Establishment of IQAC   **04/08/2014**

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

Institutional/Depa rtment /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Faculty	SERB Start- up Research Grant	Department of Science & Technology - Science & Engineering Research Board	2021	29.61 Lakhs
Institutiona l	One district, one idea	Kerala Development and Innovation Strategic Council	2021	4.67 Lakhs

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   **4**

- 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   No File Uploaded

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)

Alumni Webinar Series Programmes to improve the communication skills of students, Academic and administrative audit, Business Plan Competition for Students, International webinar Series

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
Alumni Webinar series	Started Alumni Webinar series named Homecoming
Programmes to improve communication skills of students	Conducted Business Intelligence Symposium, students presented their analysis on contemporary scenarios , articles from HBR, books etc.
Academic and administrative audit	The Audit team conducted the Internal Academic Audit and submitted the report
Business Plan Competition for Students	Conducted Ideathon and received ideas for 48 startup
International webinar Series	Conducted lecture series on Current Trends in Molecular life sciences

13.Whether the AQAR was placed before statutory body?   **Yes**

- Name of the statutory body

Name	Date of meeting(s)
IQAC	19/09/2022

14.Whether institutional data submitted to AISHE

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Name	Date of meeting(s)
IQAC	19/09/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	20/02/2022

15.Multidisciplinary / interdisciplinary

The college has always strived for a multidisciplinary and

holistic approach in offering academic programmes, designing Add-on programmes and organizing extracurricular activities. The academic programmes offered by the college are in the disciplines of Management, Technology and Biosciences which integrate the professional, technical and scientific learning ambience. Students of different departments are encouraged to undertake minor/major projects in multidisciplinary/interdisciplinary areas. They are also encouraged to form teams with the representation of all disciplines in organizing sports, games and other extra-curricular activities. The research forum of the college provides an academic platform for the students and faculty members to present and discuss contemporary issues of interdisciplinary dimensions. The college has the potential to accommodate multidisciplinary /interdisciplinary programmes subject to the approval of the sanctioning authorities.

16.Academic bank of credits (ABC):

The implementation of Academic Bank Credits depends on the rules and regulations of the affiliating University. However, the preparedness for implementation is practised by the college through partnering with NPTEL as an active local chapter since December 2015. The students and faculty members are encouraged to enrol in the courses provided by the SWAYAM platform. Among the 1965 candidates enrolled for the courses, 183 candidates have become toppers with an ELITE certificate during the past five years. The institution is prepared to maintain a digital repository of credits earned by students from various courses subject to the rules and regulations of the affiliating University.

17.Skill development:

For promoting global competencies and developing holistic individuals as envisaged by NEP the institution is offering training programmes for improving life skills and ICT skills. The life skills include communication skills, organising skills, leadership skills, interpersonal skills, team-building skills, crisis management skills, problem-solving skills, decision-making skills, social skills and emotional intelligence along with guidance for competitive exams and career counselling. These skills are developed through Orientation programmes, Youth Empowerment and the Skills Plus (YES+) programme. Outbound Experiential Learning(OEL) activities, Placement training etc. Faculty members use Role Play and Case Study methods to develop problem-solving skills and team-building skills. MACFAST Innovation and Corporate Synergy (MICS) is an

initiative of the college for the integrated development of students, better association with the
corporate sector and for encouraging student entrepreneurship.

The objectives of MICS are:

(1) To establish an academia-industry interface

(2) To create employability enhancement for students

(3) To improve entrepreneurial spirit among students

(4) To provide opportunities for social entrepreneurship.

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

Efforts have been taken by the college to integrate the Indian Knowledge System into the teaching-learning process and to organise programmes for promoting art, literature and culture. A course on business ethics in the curriculum of the MBA programme focuses on the relevance of Indian ethos in business and creating awareness among the management students regarding their heritage, culture, human values and social commitment. The curriculum of the M.Sc.
Phytomedical Science and Technology include the fundamental principles of Ayurvedic pharmacology and other Indian traditional systems of medicine like
'Siddha' and 'Unani'. It also promotes the study of medicinal and aromatic plants in India. The college celebrates International Mother Tongue Day on 21st
February every year to promote the existence of multilingualism in society. International Yoga Day is also celebrated on 21st June every year with day-long
activities related to yoga, 'pranayama' and meditation. The campus community radio of the college, Radio MACFAST 90.4 broadcasts a series of programmes
portraying the culture and heritage of Kerala as a regular practice of integrating the Indian knowledge system for a better understanding of oneself and
others. These programmes include 'Paithrukom', 'Mitharom', 'Kappoli' and 'Ragalayam' for popularizing heritage sites, folk songs, traditional dances of Kerala, and ragas of Karnatic
and Hindustani traditions respectively. The radio also broadcasts 'Viswa -darpanom', an episode depicting the uniqueness of the world-famous GI-tagged metal mirror of the heritage village of

Aranmula, Kerala state.

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

Steps have been taken by the college to implement an Outcome
Based Education Framework for the programmes offered. The
students are given a
conceptual understanding of programme outcomes, programme-
specific outcomes and course outcomes through the orientation
programmes conducted at the
commencement of classes for the new batches. These outcomes are
placed on the official website and at prominent places in each
department of the college.
Faculty members are well aware of the preparation of lesson plans
and question papers in accordance with Bloom's Taxonomy and OBE.
The implementation of OBE is in tune with the spirit of NEP,
which promotes the practice of constructive alignment between
outcomes, learning activities and assessment tools depending on
the directions of the affiliating University.

20.Distance education/online education:

The college is promoting online education along with offline
mode. The students can access the study archives for the
materials uploaded by the faculty
members. They can make use of the digital library and access e-
resources through the learning management system of the college.
During the COVID-19 pandemic, the college has increasingly used
digital platforms for engaging classes, submitting and evaluating
assignments, conducting examinations and organizing seminars,
conferences etc. The college is equipped with updated and
adequate IT infrastructure, for conducting online programmes.

Extended Profile

1.Programme

1.1   **221**

Number of courses offered by the institution across all programs
during the year

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

2.Student

2.1   **600**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2   **199**

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

File Description	Documents
Data Template	View File

2.3   **247**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **42**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **46**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**221**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**600**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**199**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**247**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**42**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**46**

File Description	Documents
Data Template	**View File**

4.Institution

4.1 Total number of Classrooms and Seminar halls	**23**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**602.27**
4.3 Total number of computers on campus for academic purposes	**188**

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

The goal of the institution is to produce radiant minds who would contribute to the progress of society. With this end in mind, the college offers Post-Graduate programmes in Business Management, Information Technology, and Biosciences. The college is affiliated with Mahatma Gandhi University and has limited flexibility in the design of the curriculum. College gives emphasis on the holistic development of students. For ensuring the effectiveness of the curriculum delivery, the college has developed a structured approach having four phases.

Planning Phase

The IQAC in consultation with Heads of the Department design an Academic Calendar ath the begining of the accademic year. Faculty members prepare lesson plans and add-on programmes to equip students for better employment / higher education.

Implementation Phase

The institution adopts a blended mechanism for effective curriculum delivery.This includes ICT-enabled sessions and online platforms like Zoom, Google Classroom, etc. Lecture notes, slides, and question banks are made available through an online platform. The college also offers a Book-Bank scheme to all students.

Evaluation Phase

Periodic assignments, presentations, and assessment tests are used for the proper evaluation of students' performance.

Follow-up phase

IQAC evaluates the curriculum delivery system and documentation process through academic audits. The suggestions and recommendations are forwarded to the concerned Department for further follow-up

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://macfast.org/wp-content/uploads/2022/02/2020-21.pdf

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

The Academic Calendar provides a framework for all the schedules of curricular, co-curricular, and extracurricular activities for the academic year. The Academic Calendar is published in the student's handbook and on the website. The ContinuousInternal Evaluation(CIE) is conducted strictly as per the parameters specified by the affiliating University. The parameters include the performance of the students in the internal assessment tests, attendance, assignments, class participation, and seminars. The internal assessments are conducted as per the schedule given in the Academic Calendar. The department conducts internal assessment tests according to the pattern of University examinations. During the COVID-19 pandemic, the continuous

evaluation process is switched to online mode. A time-bound evaluation of internal assessment tests, assignments, and seminars are made by the faculty member concerned and prepares a report of the continuous internal evaluation of each student. The internal marks are published and the grievances, if any, reported by the students are timely addressed. The internal marks and the attendance report are communicated to students and their parents. The Head of the Institution ensures strict adherence to the Academic Calendar including the proper conduct of CIE

File Description	Documents
Upload relevant supporting document	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	A. All 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

9

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

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)

3

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

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

286

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

The college always focuses on environmental issues, and on improving human values and professional ethics. The efforts taken by the college for integrating the crosscutting issues into the curriculum are narrated below.

Professional Ethics

A course on Business Ethics discusses critical aspects of ancient Indian Epics and their relevance in modern management. It helps to enlighten the students about ethical principles in business, work ethos, duties and responsibilities of professionals.

Gender

The Women Cell provides a forum for discussion on a wide range of issues such as sexuality and gender. The cell organizes webinars/ seminars on gender equality, stereotyping and women's rights. The course on entrepreneurship included in the curriculum discusses the role and opportunities for women entrepreneurship in India.

Human values

The course on Business Ethics focuses on creating awareness regarding the relevance of Indian ethos in business. The course helps to develop awareness regarding heritage, culture, human values and social commitment.

Value-added course on Communication Skill Development

The Communication Skill Development Council has designed a value-added programme for enhancing the soft skill of students and moulding them into competent professionals.

Environment and Sustainability

The course on Environmental Management included in the curriculum focuses on the framework of the natural environment, conservation of natural resources, waste management and sustainability.

The NSS Unit and Forestry Club emphasise organizing activities/ seminars/ webinars in the area of environment and sustainability

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

57

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

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

474

File Description	Documents
Any additional information	**No File Uploaded**
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 | A. All of the above

institution from the following stakeholders Students Teachers Employers Alumni	

File Description	Documents
URL for stakeholder feedback report	**Nil**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

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 students admitted during the year

319

File Description	Documents
Any additional information	View File
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

155

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

Initial learning abilities are obtained from their grades in the qualifying examination. Bridge courses are conducted at the beginning of all the programmes. The learning levels of the students are assessed for both academics and soft skills.

Special programmes are organized for slow learners and advanced learners.

Slow learners

Remedial Classes: Based on the marks secured by the students in the internal examinations remedial classes are arranged and individual attention is given. The improvement is measured.

Personal Counselling: Counselling sessions are arranged by the class in charge and mentors.

Communication classes: Special attention is provided to the students to improve their language fluency.

Blended Learning: Efforts are taken to integrate ICT-enabled teaching by preparing and sharing lecture notes, question banks, etc. online.

Advanced Learners

Add-on Programmes:

Online Certification Courses: The students are given the facility to register for Online Courses offered by Swayam, National Programme on Technology Enhanced Learning Project, Coursera, and edX.

Training for competitive examinations: Students are given training for UGC/CSIR/ARS/GATE/NET examinations.

Research Culture: Students are given guidance to publish their research articles in the "Journal of Science, Technology and Management" (ISSN 0974-8334) published by the college.

Recognition: Scholarships are given to University Rank Holders.

File Description	Documents
Paste 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
600	**42**

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

The following student-centric methods for enhancing the learning experiences are adopted.

Experiential Learning

Minor and Major Projects/Internship Programmes:Students are encouraged to undertake projects/ internship programmes in reputed institutions.

MACFAST Innovation & Corporate Synergy (MICS):The focus is to bridge the gap between academia and industry. Regular interactions with professionals and entrepreneurs are arranged.

Practical Training: Students are trained in Mushroom cultivation, Tissue culture, Water Analysis, and Software development etc.,

Entrepreneurship Development Club: The College has a Technology Incubation Centre (SKY – Start-up Kendra for You) and

Entrepreneurship Development Club (EDC) that allow students to foster innovative thinking.

Sensitizing with Environmental issues: The forestry club arranges forest visits, bird watching and campus bird surveys.

Participative learning

G. N. Ramachandran Science Club: The club organizes conferences, seminars, and webinar series in Science and Technology.

YES Plus (Youth Empowerment and Skills Plus) Programmes: This programme blends ancient wisdom, yoga, pranayama and meditation with music and games.

Food Fest: Enhances knowledge about a healthy and well-balanced diet, nutritional value, and value-added products.

Problem-solving Methodology

Software Development: Software is developed jointly by the faculty members and students.

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

The teaching-learning process of the institution is augmented using ICT-enabled tools. The classrooms of the college are fully enabled with Wi-Fi (Wireless-Fidelity),LAN and equipped with LCD Projectors and Interactive Boards. Faculty members use interactive boards, LCD Projectors, and various online platforms such as Zoom, Google classroom & Edmodo etc for ensuring the teaching-learning process is more effective. This enables the institution to conduct online classes, especially during the COVID-19 pandemic period for the following:

Audio-video enabled interactive sessions, Sharing presentations, notes, and practical demonstrations, Schedule submission of assignments, Conducting examinations, monitoring, evaluating and

grading online assignments and examinations, Communicate relevant messages to the students.

The college has a web-based study archive through which the students can access learning materials like lecture notes and PPT/PDF presentations shared by the faculty members. The students are also directed to use the e-books and e-journals available in the library. Amrita Virtual Lab, a computer simulation tool, is used by the School of Biosciences to demonstrate experiments to the students and enthuse them to conduct experiments virtually.

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

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

42

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

42

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

19

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)	View File

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

279

File Description	Documents
Any additional information	View File
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.

Internal Assessment is done according to the guidelines of the affiliating University.

The parameters of the Internal Evaluation System are communicated to the students in the orientation programme organized at the commencement of the academic programme.

The Examination Monitoring Committee ensures transparency and timely conduct of the internal evaluation process. A minimum of two internal tests including the model examination is conducted each semester. The internal examinations are conducted as per a pre-determined schedule given in the Academic Calendar. The seating plan and list of invigilators are prepared. The question papers are kept under the safe custody of the Heads of the Department ensuring the confidentiality of the examinations.

During the COVID-19 pandemic, the examinations are conducted online mode through LMS. The instructions for the examinations and uploading the answer sheets are intimated to the students. The parents have also been informed of the status of the online exams. The valued answer sheets are returned to the students with remarks. A progress report detailing the percentage of attendance and marks of the Internal Examinations is communicated to the parents. The internal marks are published on the notice board and the grievances of the students if any are duly addressed

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 college has a transparent and unbiased mechanism for redressing grievances related to internal/external examinations. The students can submit their grievances either directly or through the online grievance portal.

Grievance related to conducting examinations: The grievance reported related to the internal examinations, if not redressed at the level of the faculty member in charge of examinations, is

forwarded to HOD and to the Grievance Redressal Committee.

Grievance related to evaluation: After the evaluation of the answer script of internal examinations, the marks are published on the notice board and the students are allowed to review the valued answer scripts. The students can report the grievances if any to the course instructor within 7 days from the date of publishing the marks.

The college has a system to address the grievances at the following levels; At the level of theCourse Instructor, Heads of the Department, Grievance Redressal Committee. The Grievance Redressal Committee of the college operates with the Principal as the Chairman.

The students can report the grievances if any related to the valuation of external examinations, directly to the University or through the online Grievance Redress Portal of the University.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The college offers multi-disciplinary programmes at the postgraduate level. The Programme Outcomes (POs) and Course Outcomes (COs) are designed by the affiliating University. In compliance with the industry requirements of the specific domains, PSOs are being framed by the concerned department after discussions with faculty members and other stakeholders. These outcomes are extensively notified through various means such as the college Website, Departments, Laboratories, Computer Labs, Orientation Programmes, Faculty Meetings, PTA Meetings and Alumni Meetings At the beginning of each semester, the students have to undergo an Orientation Programme in which a special session is earmarked for creating awareness among them about the POs, PSOs, and COs relevant to the academic Programme. In addition, while addressing the students, the course instructors make the students aware of the outcomes. The outcome statements

enable the faculty members and the student to fruitfully implement the goalsetting process in teaching-learning exercises more effectively. Thus, the potential and prospects of the selected Programme of study and the efforts required for achieving the outcomes will be realized by the students.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://macfast.org/department-of-management-studies/pos-psos-mba/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The college has employed both direct and indirect evaluation strategies to measure attainment.

Direct evaluation methods are based on the guidelines set by the affiliating University. Indirect evaluation methods mainly depend on feedback obtained from different stakeholders.

The strategies employed by the institution are listed below.

Direct evaluation:

The direct measures for attaining specific COs include marks obtained in Continuous Internal Evaluation and End semester examination. The overall evaluation of the attainment is measured by considering the pass percentage and ranks secured by the students in University examinations.

Indirect Evaluation:

Feedback surveys: The surveys are accessible to students, parents, alumni, and employers through the feedback portal of the institutional website.

Interactions with the students: Frequent interactions with the students by the course instructors, mentors, Heads of the Department and Principal ensures the attainment of COs, POs and

PSOs.

Career progression of students: The Programmes-wise data of students placed in reputed organisations through campus placements, progression towards higher studies and entrepreneurship depicts the attainment of COs, POs and PSOs.

File Description	Documents
Upload any additional information	View File
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

167

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	View File
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://macfast.org/wp-content/uploads/2022/12/Student-Satisfaction-Survey_20-21.pdf

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)

34.28

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

1

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

2

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

In conformity with the vision of the college, the institution has spearheaded several socio-relevant activities focussing on sensitizing students to the development of a sustainable future. The NSS unit adopted the Njavanamkuzhy village and provided food, medical, educational and basic amenities. The institution conducted extensive educational programmes for undergraduate students in CMAT/KMAT/LBS entrance training and for school students through MACFAST Knowledge Scheme to ignite their creativity making them global citizens. The college helped job aspirants by conducting job fairs in association with the District employment exchange of Alappuzha and Pathanamthitta. RadioMACFAST 90.4FM, campus radio extensively used by the students and faculty members to engage in 'Arivum Athijeevanavum' during the COVID-19 pandemic, with the distribution of sanitisers/masks and educational help. The district administration and the police department recognised the development of several Android apps by the students to assist the disaster response team. Android applications were also developed for the smooth conduct of the Kerala Legislative Assembly Elections 2021 for the Police department. These extension activities inculcate a strong sense of social and environmental responsibility in the students and develop commitment towards the downtrodden, creating a value-driven, professional competency for a secure future.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

27

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	https://macfast.org/research-facilities/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

13

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

41

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The institution has spearheaded several socio-relevant activities focusing on the development of a sustainable future. Mainly, the activities were organized by the NSS unit of MACFAST with an active team of student volunteers.

A nearby village, Njavanamkuzhy was adopted by the NSS unit for organising activities such as medical camps and training for CMAT/KMAT/LBS entrance exams etc. School students were offered free science education by MACFAST Knowledge Scheme (MAKS) to provide experiential learning. Healthy food habits and entrepreneurship were encouraged by the Cake/Chocolate making training programmes and with the use of indigenous, cheap food crops like jackfruit/papaya.

Radio MACFAST 90.4, the on-campus community radio is extensively used by the students to engage with the general public. The activities of Radio MACFAST 90.4 included programmes such as 'Arivum Athijeevanavum' during the COVID-19 pandemic along with other extension activities. The college hostel was handed over to the department of the district administration as a First Line Treatment Centre during the COVID-19 pandemic. The district administration also recognized the Android Applications developed by the students to manage the disaster response team. These extension activities inculcate a strong sense of social and environmental responsibility among the students

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

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

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

10

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - 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

3.4.3.1 - 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

16

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

471

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

10

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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 institution has three blocks viz, the Administrative Block, Academic Block, and Biosciences Block with a total built-up area of 20144.59 sqm. There are 20 classrooms out of which 3 are smart classrooms together with a seminar hall, an AC auditorium, 2 tutorial rooms, 7 well-equipped science laboratories, a food court, a bakehouse, 7 staff rooms, an examination hall with CCTV surveillance and a common space for recreation. The classrooms and tutorial rooms were equipped with modern pedagogical tools. 10 water purifiers, 164 CCTV cameras and 54 Wi-Fi access points were installed at different locations. As a disabled-friendly campus, the institution has ramps, sign boards, elevators, assistive technology at the library and special washrooms.

The well-stacked Library Information Centre with 39373 books, 200000 eBooks, 21893 e-Journals, a Digital library, and Book bank facilities are available at the campus. The computer lab has 180 computers with 100 Mbps internet connectivity and interactive boards. The Herbal Garden for conservation of germplasm of medicinal and aromatic plants. The Technology Business Incubator - Start-up Kendra for You (SKY) provides entrepreneurial support for business aspirants among the students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://macfast.org/facilities/

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

The institution provides ample facilities for cultural activities, sports, games (indoor and outdoor), a gymnasium and yoga. The sports facilities include a basketball court with a gallery, a shuttle badminton court, a volleyball court, table tennis, carroms and chess. The Annual sports meet is conducted to bring out the inborn talents and to develop sportsmanship among students. Gymnasiums in boy's and girl's hostels have

modern equipment like Double Bar, Weighing Machine, Pull-down machine, Pec Deck machine, Forearm curl machine, Stationary bike, Power Lifting and Weightlifting Sets, Barbell Bench, Sit-up bench, Skipping ropes, Exercise balls etc. Yoga halls are also arranged near St. Teresa's chapel and in the boy's hostel.

The college has an auditorium with a seating capacity of 400 equipped with ICT and audio-video facilities for hosting both academic and extracurricular activities. A conference hall with a seating capacity of 120 is also available. The lobby is earmarked as a commonplace for the students to gather and practice for cultural activities. A multipurpose open-air stage and an open stage are available for the National level Techno-cultural fest, MACFIESTA and festivals like Onam, Christmas, etc. The students are also encouraged to exhibit their talents as programme producers and Radio Jockeys on the campus community radio, Radio MACFAST 90.4 FM.

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.

24

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)	View File

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)

201.23

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

4.2 - Library as a Learning Resource

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

MACFAST Library & Information Centre (MLIC) is automated with the latest version of KOHA (ver. 20.5.07.000), an Integrated Library Management Software (functioning since 2016) with a seating capacity of 185, 39,861 volumes of books, 10,595 titles and has 16 International journals, 54 National journals, 47 Magazines, 3670 Bound Volumes, 13 Daily Newspapers, and 2500 research dissertations. The digital resources of the library include more than 21893 e-journals and 200000 e-book collections. The Wi-Fi/LAN-enabled MLIC is a member of NDL (National Digital Library of India) and facilitates access to NPTEL resources, D-space and Study Archive. Computerized Catalogue Search Services are provided for the user community through the Online Public Access Catalogue (OPAC) (http://103.78.17.133:2525) which allows access to bibliographic details of the books available in the library. It is equipped with a digital library, an e-content development centre, and a reprographic facility.

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	**A. Any 4 or more 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)

20.74

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

28

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

The Institution is providing state-of-the-art IT infrastructure with periodic assessments of the efficacy of the existing facility. The IT facilities of the college are upgraded from time to time to facilitate both academic and administrative purposes. A dedicated technical team monitors and maintains the

hardware, network, intranet/Wi-Fi-related services on campus

Internet Connectivity:

Bandwidth – 100 Mbps (ISP: Alliance, 1:1 Leased Line)

Firewall – SOPHOS XG 330 Fullguard with enhanced support.

Access points – 34 (NETGEAR Model WAC510 with Dual Band)

Switches – 18 POE Switches and 5 Data switches (Fiber)

CCTV:

Total no of camera - 164 (HIKVISION – 2MP camera) – IR Camera – 24Hr surveillance

Centrally monitored –LED displays at Principal Office and Server Room

Computer Lab:

Total built-up Area: 275.46sqm

Total seating capacity: 180

Fully Airconditioned

Power backup: UPS – 33 KV (dedicated and exclusive UPS connectivity to 3 labs)

Email Services

Email services: Google Education Suite

ERP

As part of a technology upgrade, an ERP system is developed jointly by the faculty members and students of the college.

Online Services

The computing facilities are utilized for the conduct of various entrance and competitiveexaminations

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

4.3.2 - Number of Computers

190

File Description	Documents
Upload any additional information	View File
List of Computers	View File

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

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

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)

288.759

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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 college has framed a set of policies and procedures for the maintenance and utilization of physical, academic, and support facilities

The Administrative Council with the Principal as the Chairman and, the Manager, Academic Administrator, Office Superintendent, and Chief Accounts Officer as members take major decisions pertaining to the maintenance and utilization of physical, academic, and support facilities. All the repairs and renovation works are reported to the Administrative Council and executed through appropriate agencies.

The Supervisor undertakes the maintenance of infrastructure facilities, furniture repairs, masonry and plaster works, painting, carpentry, plumbing, electrical works, gardening, and housekeeping.

Adequate in-house staff is employed to maintain hygiene and cleanliness on the campus to provide a clean, green, and congenial learning environment. The restrooms are cleaned twice a day and marked the same in the log charts provided

The campus has 164 CCTV surveillance cameras, Fire extinguishers near the potential fire hazards, a generator of 81 kVA power, and 390 Solar panels which generate 130 kVA power are installed. The maintenance is undertaken through AMC (Annual Maintenance Contract).

Maintenance of Air Conditioners, Biogas plants, Elevators, and Computers/Networking equipment is done at regular intervals.

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

28

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)	View File

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

94

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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	https://macfast.org/wp-content/uploads/2022/03/Report-on-Capacity-Building-and-Skill-Enhancement-Programmes.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

502

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

502

File Description	Documents
Any additional information	View File
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	A. All 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	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

118

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

3

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

7

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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.

9

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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)

Students' representation and engagement in various curricular, co-curricular and extracurricular activities are assured through

the activities of the student council present in the institution. This includes class representatives of both junior and senior students of all departments in the institution. Students' councils have both formal and informal meetings at least once every month to discuss the conduct of numerous events apart from the curriculum. The Student Internal Quality Assurance Cell (SIQAC) is actively involved in providing suggestions on conducting co-curricular activities and the overall development of the student community. These members of the student council are keen on maintaining the eminence of all events.

Students' council activity includes:

- Volunteering the conduct of Satgamaya and foundation programme of new batches of different departments
- Coordination of Dakshina (graduation ceremony)
- Organising programmes of the National Service Scheme (NSS)
- Managing students' representation in internal and external fests/events, seminars, conferences, business conclaves, paper presentations, placement related activities.
- The student council is also partaking in all social responsibilities (along with MACFAST-community radio channel) and green and clean initiatives of the institution.

Student representation in various clubs and committees includes:

- Library committee
- Sports Club
- Arts Club
- Science Club
- EDC Club
- Forestry Club
- Women Cell
- National Service Scheme
- IQAC

File Description	Documents
Paste link for additional information	http://macfast.org/wp-content/uploads/2022/10/5.3.2-College-Union-Activities-2020-21-AQ20-21.pdf
Upload any additional information	View File

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

37

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)	View File

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

The institution has a registered Alumni Association. To enhance the effectiveness of academic, non-academic and administrative activities alumni association conduct regular meeting. The alumni association has put forward suggestions. on enriching and contributing quality enhancement through industry interaction, soft skill training, career counselling, interaction with newly joined students etc. The institute is fruitfully utilizing the potential of a well-established alumni network and it is significantly concentrated in each academic year. Alumni interactions are conducted as Home Coming Series where both online and offline meetings, presentations and interactions are included. The NRI alumni also have a commendable contribution and a gulf chapter is regularly participating in it. Informal get-togethers with alumni are also carried out for those who were unable to attend formal meetings due to time constraints. These all resulted in prolific outcomes.

The activities of the alumni association include:

- **Orientation Programme**
- **Seminars and webinars**

- **Guest lecturers**
- **Career counselling**
- **Placement support**
- **Soft skill training**
- **Invited talks by reputed resource persons from the lead of Alumni association members.**
- **Research paper contribution in college journals, and national and international conferences.**

File Description	Documents
Paste link for additional information	https://macfast.org/distinguished-alumni/
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year (INR in Lakhs)	B. 4 Lakhs - 5Lakhs

File Description	Documents
Upload any additional information	View File

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

MACFAST was established in 2002 as a postgraduate institute to provide quality education with an emphasis on research, innovation, entrepreneurship, personality development, professionalism, and human values. The aim of the institution is to prepare the students morally upright, with global competency, academic excellence, and social devotion. The policies and governance of the college are shaped by the governing board and academic council of the college mainly comprising educational visionaries, eminent academicians, professionals, and industrialists in tune with the vision and mission of the college. Decisions taken by the governing body and academic council are well executed by a professional multi-tier system comprising the Administrative Council, Core committee, and Council of heads of the departments. All strategic decisions are taken by the principal on the advice of the Administrative Council. For executing the decisions taken by the Governing Board and the Academic Council, the Core committee assists the

principal. A detailed discussion of the academic and administrative matters is taken by the Council of the Heads of the Department and communicated to the principal. All other major committees of the college are actively involved in the implementation and execution of the policies which come under their domain.

File Description	Documents
Paste link for additional information	https://macfast.org/wp-content/uploads/2022/03/Institutional-Vision-and-Mission.pdf
Upload any additional information	View File

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

MACFAST encourages a culture of decentralized and participative management by assigning critical tasks, duties, and responsibilities at various echelons. The distributed and decentralized system allows departments to operate with authority and responsibility, ensuring participative management opportunities for faculty members and students. One of the main examples of the same in the college is MACFAST innovation and Corporate Synergy (MICS), which is an initiative to empower and engage students with the industry and inspire them to come up with innovative projects. The various activities envisaged by MICS are facilitated by the Corporate Relations Department along with other departments of the college. MICS committees and Subcommittees from each department are formed for project formulation and implementation. Another example of decentralized participative management is SKY. Startup Kendra for You (SKY) is the MACFAST Incubation Centre started on the campus to facilitate students to become entrepreneurs along with their studies. Promising entrepreneurs are provided with furnished office space and a high-speed internet facility, as well as facilities and services offered by the college.MACFAST Technologies, an initiative of faculty members and students for addressing IT-related also an example of decentralized participative management.

File Description	Documents
Paste link for additional information	https://macfast.org/centre-of-excellence/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The main aim of the strategic plan of MACFAST is to increase the employability of students by providing skill development programs to assist them in expanding their knowledge paradigm. The college has developed a strategy to prepare the students to choose employment, self-employment, or higher studies. The Placement Department which is known as the Corporate Relations Department hosts a discussion with industry professionals and thought leaders. Intending to improve the employability of students, the Corporate Relations Department also arranges various series of skill development programs. Placement drive sessions are conducted after the completion of training programs. A campus mentorship team was also organized to fill the existing gap for the benefit of the students. industry-relevant training Programmes in tune with the demands of the industry are arranged by the team. Industry engagement is a platform for discussing and fulfilling the expectations of both the industry and the students. Industrial Visits conducted during their study also help students to get familiarized with a wider spectrum of knowledge and expertise. The Campus to Corporate Connect Programmes aids with the evolution from college to the workplace. Students are introduced to several clubs related to finance, human resources, marketing, information technology, and science

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://macfast.org/macssr/6-2-1-strategic-and-perspective-plan/
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.

MACFAST has established a healthy established framework with effective leadership at all levels. Policies and procedures for HR management, admission, IT, Library management, maintenance, environment management and all other activities related to the smooth functioning of the college are created. The growth and development of the institution are the integrated outcome of the activities supported by the bodies, cells, and committees framed for executing the same. Apex authorities for policy making, are Governing Board and Academic Council. These bodies include the Director, Manager, Principal, Deans, Head of the Departments, Administrator, Industrialists and Educationists under the patronage of the Metropolitan Archbishop of the Malankara Catholic Archdiocese of Thiruvalla. Responsibility for implementing the policies put forward by the Governing Board and Academic Council lies on the Core Committee, Finance Committee, HOD Council and IQAC. At its root level, various cells/councils, committees, clubs, and associations are formed according to the regulations of Mahatma Gandhi university to facilitate the operation of policies. The bodies/committees discuss the agenda in their meetings based on policies and keep track of their developments. The minutes of the meeting are recorded and documented according to each committee's requirements. Activity reports are also uploaded to MACFAST ERP for future reference. IQAC holds the record of all the documents pertaining to the activities. Activities are reviewed by the Governing Board and the Academic council in their annual meeting and directions are given accordingly.

File Description	Documents
Paste link for additional information	https://macfast.org/macssr/6-2-2-functioning-of-institutional-bodies/
Link to Organogram of the institution webpage	https://macfast.org/organogram-2/
Upload any additional information	View File

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 inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

MACFAST takes care of its employees very well. Incentives are provided by the college for the employees

Employees' State Insurance (ESI)

Employees' Provident Fund (EPF)

Annual Leave

Maternity Leave

Medical Insurance

Transport facility

Academic improvement

Special incentives for publication

Research benefits

Infrastructure facilities

Computer & Internet Facilities

Recreation and Relaxation

Reprographic Facilities

File Description	Documents
Paste link for additional information	https://macfast.org/wp-content/uploads/2022/03/Welfare-Policy.pdf
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

4

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

20

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

25

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
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

The Institution has a multilayer appraisal system for evaluating the performance of both teaching and non-teaching staff. Teaching staff The evaluation of the teaching staff is conducted

on 3 levels: Appraisal by self, students and Administrative Council Self-evaluation of all faculty members is done using a well-designed self-appraisal form, which meets the guidelines of UGC. The form contains two parts. One Part includes general information about teachers and the Second part includes category-wise Academic Performance Indicators (API). The major components of API are teaching-learning and evaluation-related activities. Students' feedback on faculty members is collected and it's based on a 5-point scale. The evaluation parameters are subject knowledge, quality of communication, teaching ability and teaching methodology, classroom management and attitude towards students. The responses of the students are validated by the head of the department and the principal. The administrative council of the college which includes the Principal, Academic administrator and Office superintendent evaluates the general performance of each teacher on their regularity, punctuality, attitude, commitment and professionalism. 60 % is the minimum requirement for each faculty.

File Description	Documents
Paste link for additional information	https://macfast.org/wp-content/uploads/2022/03/Performance-Appraisal.pdf
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

The college has an efficient approach to managing its finances. The Finance Committee, which consists of the Principal Cum Director as Chairman, the Administrator, the Heads of the department as members, and the Chief Financial Accountant as Secretary, is responsible for the financial planning and management of the College. The institution periodically performs internal and external audits to maintain financial conformance.

The management-designated accountant and faculty members chosen by the principal make up the internal audit team. An internal audit is performed once every six months. They audit the contracts, agreements, stock registers, and cashbooks. Additionally, they verify the outcomes of numerous meetings involving financial transactions to make sure they adhere to the

approved budgetary provisions.

An organization of competent chartered accountants is hired by the management to conduct the external audit. They review all books of accounts and vouchers as well as other supporting documentation provided by the accounts department, and they verify to see that the income and expenditure account and balance sheet are properly prepared to present a genuine and fair perspective of the institution's financial transactions.

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

With a focus on quality, excellence, responsibility, and equity, the college executes both academic and extracurricular activities relevant to MACFAST's self-sustaining philosophy. The tuition fees gathered from students enrolled in various programmes make up the majority of a college's revenue. Deficits in receipts are managed with the use of overdrafts from banks and the surplus finances of RADIO MACFAST 90.4, the campus community radio station. The institution also receives additional cash through projects funded by various funding

organizations for faculty members, which is used for research and development for the benefit of students and society.

The annual budget of the institution is prepared by the Principal with the help of the Finance Committee. Budgets are collected from all departments including administrative departments, for the next financial year. Coordinators of various activities and clubs of the college such as Forestry, Sports, Corporate Synergy,(MICS), Startup Kendra for You,(SKY) etc., submit their budget requirements.

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

The Internal Quality Assurance Cell of the college is always keen on identifying and implementing the latest innovations in teaching-learning. As a result of this continuous effort, IQAC executed several methods in improving the teaching-learning process and infrastructure facilities.

1. ICT in the teaching-learning process

IQAC has also introduced the most modern interactive smart boards into our ICT methods. The college purchased the Zoom platform and used the online mode of classes along with offline teaching methods. A full-fledged studio room has been designed and developed as part of the Library Information Centre.

2. Academic Audit

As recommended by the IQAC, the college has conducted both Internal and External Academic Audits. For conducting the internal audit an internal committee was constituted with members from each department who evaluates the academic performance, teaching and learning process, curriculum delivery and outcomes, co-curricular and extra-curricular activities, etc. based on a structured evaluation sheet prepared by the IQAC. The External Academic Audits are conducted periodically by

an external audit team appointed by the Principal, comprising academic experts from other institutions. The findings and recommendations from both Audit reports are discussed in the IQAC meetings and corrective measures are implemented through the heads of the departments

File Description	Documents
Paste link for additional information	https://macfast.org/iqac/
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 Internal Quality Assurance Cell of the college is always keen on identifying and implementing the latest innovations in teaching and learning. As a result of this continuous effort, IQAC executed several methods in improving the teaching-learning process. The quality enhancement programme includes Faculty Development Programmes on the use of ICT in learning management systems, the creation of E- content using MOOC and MOODLE, Online tools in Teaching Learning, E- content creation using Google classroom, zoom etc. The college already initiated its step to become a self-reliant campus in 2001 by installing a 30kWA solar power plant. The electricity generated from this solar plant was stored in batteries and supplied as a backup power source for the computers used in offices and departments. A diesel generator is also used as a backup to power the campus. Knowing the importance of an eco-friendly campus and renewable energy

sources, the Internal Quality Assurance Cell suggested increasing the

the capacity of the solar power plant from 30 kWA to 130 kWA.

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)	A. All of the above

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

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 institution always upholds the practice of providing an atmosphere of maintaining gender equity without any sort of gender discrimination or sexual harassment. The women's cell has been very active towards women empowerment, self-defence, and cyber security. The Grievance Redressal Cell helps to maintain the atmosphere untainted. Radio MACFAST 90.4 also plays a crucial role in gender sensitization activities by broadcasting a programme named "Sthreesakthi", focused on women's empowerment. The college supports the safety of students by providing safe and homely stay in the hostels with 24 hours security. The campus is under CCTV surveillance which ensures safety and security. Medical care is provided at Pushpagiri Medical College, Tiruvalla, which is in close proximity to the college campus. Common rooms are allocated for students. The college supports sports, games and other extracurricular activities, maintaining gender equality. Both the women's and

men's hostels have been provided with a gymnasium. The institution provides hygienic washrooms for girls and boys. The ladies toilet is supported with a safe and hygienic-sanitary pad disposal system. The institution helps the students to learn and grow together through continuous and constant mentoring and counselling. A professional student counsellor also supports the students to accomplish these goals.

File Description	Documents
Annual gender sensitization action plan	https://macfast.org/wp-content/uploads/2022/11/Gender-sensitization-action-plan.pdf
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	https://macfast.org/wp-content/uploads/2022/11/7.1.1-specific-facilities-for-women.pdf

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-based energy conservation Use of LED bulbs/ power efficient equipment	**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

The institution has a full-fledged solid waste management system with the following mechanisms: Segregated collection at the points of generation Transportation to the processing unit Resource recovery for recycling and reuse Processing and disposal

The college has installed two biogas plants. The liquid and food wastes from the hostels and canteen are collected and processed

through the biogas plants. The gas generated is used for cooking.

The institution develops only a negligible amount of biomedical waste from the bioscience laboratories and is disposed of in accordance with the bio-safety regulations and guidelines.

The IT & Systems wing examines the available devices as part of its system maintenance and will be checked for repair when found defective. Non-repairable items are categorized as E-waste and the materials will be handed over to the dismantler.

The college installed an eco-friendly Sewage Treatment Plant on the premises of the boys' hostel for recycling and reusing wastewater. The tank capacity is 25000 litres and treated water is used for gardening.

The institution generates no radioactive waste and only negligible hazardous chemical wastes. A material safety data sheet is maintained for all chemicals and the chemicals are treated to make them non-hazardous before disposal.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	[View File](#)

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	[View File](#)

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	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Various policy documents / decisions circulated for implementation	[View File](#)
Any other relevant documents	[View File](#)

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	[View File](#)
Certificates of the awards received	No File Uploaded
Any other relevant information	[View File](#)

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms	A. Any 4 or all of the above

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	[View File](#)
Policy documents and information brochures on the support to be provided	[View File](#)
Details of the Software procured for providing the assistance	[View File](#)
Any other relevant information	[View File](#)

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 institution provides an inclusive environment by bringing tolerance and harmony among students, faculty members, and all stakeholders. The code of conduct is applicable to all students and faculty members. Continuous orientation programmes provide a healthy atmosphere for all students. International students are provided with adequate hostel and food facilities. Regardless of the cultural and linguistic barriers, all the students are provided with additional communication skill classes for the improvement of their skills in public speaking, professional writing, presentations, leadership, etc. Clubs like Grievance Redressal Cell, Anti-ragging Cell, Women Cell, etc. and cultural activities aimed at promoting an inclusive environment. The institution organizes industrial visits which allow the students to get exposed to a real working environment. Students get the opportunity to visit India's well-known industrial and research institutes through the MoUs signed by the college. NSS Unit organizes programmes on national days which helps the students to strengthen the bond between states to fortify the unity and integrity of India. Wednesday Gatherings conducted every week provide a platform for students from diverse backgrounds to

present and share their cultural heritage. The College offers scholarships to students from economically backward classes.

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

The college has taken initiatives to impart proper awareness to the students and employees about constitutional laws, values, rights, duties, and responsibilities of citizens through orientation programmes. A special emphasis is given to intellectual property rights (IPRs) with an increasing focus on innovation, research and cross-border collaborations among the students and faculty members. The Code of conduct of the college addresses the duties, responsibilities and rights of the academic fraternity, which provides an opportunity to understand the expectations of the college with respect to academic matters and personal behaviour. The NSS unit of the institution organizes various camps such as blood donation, stem cell donation, and hair donation to instil the values, rights, duties and responsibilities among students and staff. Other programmes like traffic awareness, and cyber awareness was also initiated by the college to promote human values and social responsibilities. The college has helped various District Administrators and Police forces to monitor and prevent the spread of COVID-19 by developing a bunch of Android applications. These applications have varied functions that include the coordination of the Disaster Response Teams (COM-BAT, ADM, CMS), Data collection/analysis/interpretation of migrant labourers (MLRC) and expatriate returnees (Thirike), GPS tracking of quarantined citizens (CGFAS)

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://macfast.org/wp-content/uploads/2022/11/7.1.9-supporting.pdf
Any other relevant information	**Nil**

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	**A. All 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	View File

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

The college celebrates numerous festivals/days/events of national/international importance to promote national integrity and to acknowledge the unification of cultural and religious identities.

National Science Day Celebrations: The college celebrates National Science Day on 28th February every year. School of Biosciences organizes quiz competitions, invited talks, etc. in

the event.

International Yoga Day: Every year the college celebrates the International Day of Yoga on the 21st of June. Yoga sessions and activities are arranged to promote the physical and mental well-being of students and staff.

World Food Safety Day: To create awareness of the health consequences of contaminated food and food adulteration world food safety day is celebrated on 7th June.

Women's Day: Women's Day is celebrated on 8th March to give emphasis on gender equality and women empowerment. Different programmes are organized to identify and showcase the talents of women including self-defence sessions.

Teachers' day: The college celebrates Teachers' Day annually on September 5 to mark the birthday of the country's former President, Dr Sarvepalli Radhakrishnan. Students organize cultural events with teachers.

The college also celebrates Independence Day and Republic Day every year to honour the freedom fighters and the constitution of India

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.

GREEN MISSION

Objectives

To Promote the Global agenda of "Save our planet"

Context:

protection, restoration, and enhancement of the existing green environment

Practice:

Maintenance of eco-friendly atmosphere, Planting trees, reduced usage of plastic, energy conservation activities, proper waste disposal and green academics.

Evidence of success:

- Succeeded in infusing the spirit of environmental consciousness among the students and staff, reduction in energy consumption, carbon negative campus and enriched flora and fauna at the campus

Problems encountered and resources required:

Could not attain the zero-plastic status, requirement of more solar and biogas plants to meet the increased need of energy.

MACFAST KNOWLEDGE SCHEME (MAKS)

Objectives

Identification of outstanding high school students and prepare for more challenging academic objectives.

Context:

To identify, educate, and empower the young generation.

Practice:

- Selection of schools from neighbouring districts and on the basis of aptitude test students were selected from standard 7 to 10.
- Residential training programme to the selected students for a period of four years Evidence of Success:

A clear change in intellectual abilities, perceptions, social commitments and behaviour patterns in students from the second

year onwards.

Problems Encountered:

- Difficulty in ensuring continuous participation
- Vacation classes may affect family get-togethers
- Timely provision of financial necessities

File Description	Documents
Best practices in the Institutional website	https://macfast.org/wp-content/uploads/2022/03/7.2.1-institutional-website-link.pdf
Any other relevant information	https://macfast.org/wp-content/uploads/2022/11/7.2.1-additional-info.pdf

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 mission of the college emphasises moulding students to become value-driven, competent and responsible citizens. Through "Serve the Society, Care the Society" programme, students are engaged to undertake community development activities. Radio MACFAST 90.4 FM, broadcasts social welfare programmes like Clean & Green Thiruvalla , War against Drugs, Hridayaspandanam, and Sthree Shakthi. 'Arivum Athijeevanavum' is another project that supported the public and government during COVID-19. The college developed android applications for the Police department(COM-BAT (Corona Outbreak Management – Bringing Action Together), ADM (Alappuzha Disaster Management) 'CMS (COVID-19 Monitoring System), MLRC (Migrant Labours Registration Certificate), CGFAS (COVID-19 Geo-Fencing Alert System), CLUE (COVID-19 Live Updates)). Various online awareness campaigns like stress relief workshop, production and distribution of COVID preventive products, distribution of medicinal plants etc. was held. Men's Hostel was a COVID Care Centre and the food court was a Vaccine centre. NSS unit conducts blood donation camps, Medical camps, and Stem cell donation camp in collaboration with DATRI, Cancer awareness, hair donation campaigns, Swatch Bharat mission by cleaning several government schools, public roads, railway stations etc. Several collaborative efforts were initiated with governmental and nongovernmental organizations like Plastic

collection, awareness initiative with Southern Railways, Punyam Poonkavanam-Sabarimala cleaning programme with Kerala Police, Jaivam-organic farming awareness with Mahatma Gandhi University, Kottayam.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

·To explore the possibilities of academic collaboration with International Universities.

·To publish the online version of the journal of the college, Journal of Science Technology Management, and upgrade the quality of Articles so as to improve the citation and indexing.

·To upgrade the Department of Computer Applications as Doctoral Research Centre

·To build up Corporate Mentorship for improving Academia-Industry relationships and enhance the employability of the students

·To organize Workshops/Conferences/Seminars in emerging areas of Management, Science Technology.