



## **YEARLY STATUS REPORT - 2023-2024**

### **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 **Thiruvalla**
- Pin Code **689101**

##### **2.Institutional status**

- Affiliated /Constituent **689101**
- 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.
- Mobile **9496550768**
- IQAC e-mail address **iqac@macfast.org**
- Alternate Email address **iqacordinator@macfast.org**

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

<https://macfast.org/wp-content/uploads/2024/03/AQAR-2022-23.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/2025/01/Consolidated Academic Calendar.pdf.pdf](https://macfast.org/wp-content/uploads/2025/01/Consolidated_Academic_Calendar.pdf.pdf)

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>A+</b>	<b>3.08</b>	<b>2016</b>	<b>11/07/2016</b>	<b>10/07/2021</b>
<b>Cycle 2</b>	<b>A+</b>	<b>3.37</b>	<b>2022</b>	<b>07/12/2022</b>	<b>06/12/2027</b>

**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/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**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)**

Energy Environment and Green Audit Promote and Coordinate and student enrollment in NPTEL courses Orientation for FYUGP programme Workshop on academic writing for researchers and students Expert talk on emerging areas

**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
<p style="text-align: center;"><b>Energy Environment and Green Audit</b></p>	<p>The Energy, Environment, and Green Audit for the year 2023-24 was conducted by the Advanced Centre of Environmental Studies and Sustainable Development (ACESSD), an interuniversity center at Mahatma Gandhi University, Kottayam. The objective was to identify energy costs, evaluate energy supply reliability, determine an appropriate energy mix, explore energy conservation technologies, assess green and eco-friendly practices on campus, and calculate carbon footprints. As a result, MACFAST College was recognized as the first green campus in Pathanamthitta District, marking a significant step towards promoting green behavior within the institution and aligning with the broader sustainable development objectives of Navakeralam Karma Padhathi 2.</p>
<p style="text-align: center;"><b>Promote and Coordinate and student enrollment in NPTEL courses</b></p>	<p>Student enrollment in NPTEL courses was successfully promoted, with a total of 241 enrollments. Out of these, 10 students earned the Elite + Silver Certificate, and 51 students received the Elite Certificate, reflecting the active participation and achievement of students in the courses.</p>
<p><b>Orientation for FYUGP programme</b></p>	<p>IQAC MACFAST conducted a Faculty Development Programme (FDP) on the Four-Year Undergraduate Programme (FYUGP). This program aimed to familiarize faculty members with the structure,</p>

	objectives, and methodologies of FYUGP, a significant reform in the academic framework, providing valuable insights to enhance their readiness for its implementation.
Workshop on academic writing for researchers and students	Four Day National Online Workshop on Ink and Algorithm: AI-Enhanced Academic Writing by Lore & Ed Research Associates, Kottayam from 21-02-2024 to 24-02-2024
Expert talk on emerging areas	To bridge the gap between academia and industry, expert talks on emerging topics were organized. Fostering Innovation Mindset- Expert talk by Dr. Pradeep S, Assistant Vice President and Head of NeST Digital Private Limited on 13/9/2023, and AI Tools Used in Industry- Expert Talk by Ms. Lija Jacob Project Lead, TCS on 23/9/2023

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

- Name of the statutory body

Name	Date of meeting(s)
<b>IQAC</b>	<b>30/12/2024</b>

14. Whether institutional data submitted to AISHE

## Part A

### Data of the Institution

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• Designation	Principal
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• IQAC e-mail address	<b>iqac@macfast.org</b>				
• Alternate Email address	<b>iqacordinator@macfast.org</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://macfast.org/wp-content/uploads/2024/03/AQAR-2022-23.pdf">https://macfast.org/wp-content/uploads/2024/03/AQAR-2022-23.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://macfast.org/wp-content/uploads/2025/01/Consolidated_Academic_Calender.pdf.pdf">https://macfast.org/wp-content/uploads/2025/01/Consolidated_Academic_Calender.pdf.pdf</a>				
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• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>4</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
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<b>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</b>		



Plan of Action	Achievements/Outcomes
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<b>13. Whether the AQAR was placed before statutory body?</b>	Yes
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
IQAC	30/12/2024
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2022-23	19/03/2024
<b>15. Multidisciplinary / interdisciplinary</b>	

MACFAST has consistently aimed for a comprehensive and interdisciplinary approach in crafting academic programs and extracurricular activities. Strategic plans have been formulated to launch new initiatives and add-on programs structured to equip students with multidisciplinary skills, aligning with global trends. As an affiliated institution, the college gathers feedback from employers and alumni, sharing the outcomes with the affiliating university to introduce integrated courses. Students are actively encouraged to undertake multidisciplinary and interdisciplinary projects. The institution fosters a sense of social responsibility among students through various initiatives like NSS, Swachh Bharat Abhiyan, Unnat Bharat Abhiyan, etc. Collaborative efforts across disciplines are promoted, with students forming teams to organize events like MACFIESTA, a National Level fest. The affiliating university designs programs to offer students maximum flexibility in choosing elective courses. Proactively aligning with the National Education Policy (NEP), the affiliating university is working on implementing NEP 2020 suggestions, and the college has prepared for this transition. A research forum serves as a platform for both faculty members and students to share and discuss contemporary interdisciplinary issues. Conferences and Expert Talks: The Department of Management Studies and the Department of Computer Applications, in association with IQAC, successfully organized an International Conference on "Empowering Business through Digital Transformation" on 14th and 15th September 2023. An International Conference on "Emerging Trends and Innovations in Biotechnology" (BIOSPECTRUM 2023) was held from November 30 to December 2, 2023, funded by KSCSTE and DSIR, providing a platform for showcasing advancements and innovations in the field of biotechnology. Expert talks on emerging topics were organized to bridge the gap between academia and industry. On September 29, 2023, an expert talk on "Fostering Innovation Mindset" was delivered by Dr. Pradeep S, Assistant Vice President and Head of NeST Digital Private Limited. On October 3, 2023, an expert talk on "AI Tools Used in Industry" was conducted by Ms. Lija Jacob, Project Lead at TCS, providing valuable insights into the latest industry trends and practices.

#### **16.Academic bank of credits (ABC):**

As an affiliated college, the implementation of the Academic Bank of Credits (ABC) depends on the guidelines and framework established by the affiliating university. Despite this, the institution is proactively preparing for the transition by assisting each student in setting up a DigiLocker account. This

preparation ensures that students will experience a seamless transition to the ABC system once it becomes fully operational and integrated with the university's system. Since December 2015, the institution has held the status of a local chapter on the Swayam and NPTEL learning platforms. Through this initiative, students are strongly encouraged to enroll in various online courses offered by esteemed institutions across the country. This active participation has led to significant achievements, with many students earning top rankings and receiving ELITE certifications in the past year, highlighting their dedication and the quality of the courses undertaken. To further support this initiative, the institution has established a comprehensive digital repository. This repository meticulously records the credits earned by students from these various online courses. By maintaining this detailed record, the institution ensures that students' academic achievements are accurately tracked and can be seamlessly integrated into the Academic Bank of Credits system, once it is fully implemented. This proactive approach not only prepares students for the upcoming changes but also enhances their educational experience by providing them with valuable opportunities to learn from and engage with nationally recognized academic programs.

**17.Skill development:**

The institution offers comprehensive skill enhancement programs focusing on soft skills, life skills, and ICT skills to promote global competencies and holistic development among students. To bridge the gap between theoretical knowledge and practical workplace applications, the institution invites industrialists and accomplished alumni with diverse skills to impart domain-specific expertise. Faculty members use role plays and case study methods to develop problem-solving and team-building skills in students. Capacity-building initiatives are frequently delivered in a virtual and blended format to maximize student participation. MACFAST's Innovation and Corporate Synergy (MICS) initiative aims at the holistic development of students through collaborations with the corporate sector, fostering an environment that encourages student entrepreneurs. Under the MICS umbrella, various workshops, orientations, and practical sessions are organized to enhance students' communication skills, aptitude skills, ICT proficiency, as well as life and soft skills such as yoga and communicative English. Training Programs Workshop on Mastering Patent Searches: The Department of Biosciences conducted an online workshop titled "Mastering Patent Searches: Practical Guide for Researchers" on January 11, 2024. Led by Dr.

Parveena Abraham, a Registered Patent Agent from TIP-TEMED, Sree Chitra Tirunal Institute for Medical Sciences, the session provided participants with practical skills and insights into conducting effective patent searches, crucial for intellectual property rights research Academic Writing Skills Workshop: To enhance academic writing skills among researchers and students, a workshop was organized by the Biosciences Department. This workshop focused on improving academic writing proficiency. Intellectual Property Rights (IPR) Workshop: Recognizing the importance of intellectual property rights in research, the Biosciences Department conducted a workshop on IPR. The session focused on educating participants about patent laws, copyrights, and other relevant topics. AI-Enhanced Academic Writing Workshop: A four-day national online workshop titled "Ink and Algorithm: AI-Enhanced Academic Writing" was organized from February 21-24, 2024, in collaboration with Lore & Ed Research Associates, Kottayam. The workshop aimed to enhance academic writing skills by integrating AI tools and techniques, equipping participants with advanced strategies to improve their research and writing efficiency. Competitive Exam Preparation UGC-CSIR Success Summit: The Department of Biosciences conducted a workshop titled "UGC-CSIR Success Summit: Mastering the UGC-CSIR Competitive Examination" on February 28, 2024. Organized in collaboration with SanBella Edutech Pvt. Ltd. and facilitated by MG University Research Scholars, the workshop provided valuable insights and strategies for effective preparation, enhancing participants' chances of success. Other Skill Development Initiatives Comprehensive Data Analytics Workshop: On March 6, 2024, the Department of Management Studies, Department of Computer Applications, and MACFAST Innovation and Corporate Synergy (MICS), in association with IQAC, organized a comprehensive Data Analytics Workshop for third-semester MBA students. The training focused on Python programming and data visualization techniques, providing students with essential skills in data analytics and enhancing their practical knowledge for handling real-world data.

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

The institution actively promotes the exploration and appreciation of literature, local language, history, art, and culture among students through various activities. These include discussions, debates, field visits, heritage tours, and the celebration of days with national significance. Students engage in practicing and showcasing traditional art forms during university-level cultural festivals, while the college's student

union organizes an Arts Festival on campus, offering students a platform to participate in traditional art performances. The college union also ensures that all festivals and traditions of national importance are celebrated, fostering inclusivity across the campus community. This promotes the significance of these traditions to everyone. In the MBA curriculum, a course on business ethics highlights the relevance of Indian ethos in business, raising awareness among management students about their cultural heritage, human values, and social commitment. The institution observes International Mother Tongue Day on February 21 each year to emphasize the importance of multilingualism in society. The campus community radio, Radio MACFAST 90.4, regularly broadcasts programs showcasing the culture and heritage of Kerala. This practice integrates the Indian knowledge system into campus life, fostering a deeper understanding of oneself and others. International Yoga Day is celebrated on June 21 with a full day of activities related to yoga, 'pranayama,' and meditation. Furthermore, the business ethics and corporate governance courses for management students include discussions on various ethical aspects derived from the Vedas and Upanishads. This approach ensures that students not only learn about ethical practices in business but also gain insights into the rich cultural and philosophical heritage of India.

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

The institution has embarked on the implementation of Outcome-Based Education (OBE) across all its academic programs. Each program conducted by the college explicitly defines program outcomes, program-specific outcomes, and course outcomes, which are meticulously designed to address both regional and global needs. During orientation sessions, students are introduced to the foundational principles of OBE, ensuring they understand the objectives and expectations of their educational journey. Further, in-depth discussions regarding program and course-specific outcomes are held with respective departments and course instructors. To reinforce the importance of OBE, program outcomes and program-specific outcomes are prominently displayed throughout the campus and on the college's website. At the institutional level, significant efforts have been made to empower the teaching community through Faculty Development Programs (FDPs) and training sessions that underscore the importance of OBE. Faculty members are encouraged and trained to develop lesson plans and question papers using Bloom's Taxonomy as a guiding framework. This ensures that teaching methodologies and assessments are aligned with OBE principles, promoting a more

effective and outcome-driven educational environment. Through these initiatives, the institution aims to enhance the overall quality of education by clearly defining and achieving specific learning outcomes. This structured approach not only helps in meeting the academic and professional goals of students but also ensures that the educational programs remain relevant and competitive on a global scale. The commitment to OBE reflects the institution's dedication to providing a holistic and impactful educational experience, preparing students to excel in their chosen fields.

#### **20.Distance education/online education:**

The college is equipped with modern IT infrastructure to support online programs effectively. Embracing Distance/Online education, the institution has proactively collaborated with MOOC platforms and has established itself as a Local Chapter in the SWAYAM-NPTEL platform. Promoting Online Courses: The institution successfully promoted student participation in NPTEL courses, resulting in 241 enrollments. Among these, 10 students earned the Elite + Silver Certificate, and 51 students received the Elite Certificate, showcasing their active participation and achievements in these courses. Digital Library and E-Content Development: The digital library has been upgraded to provide better access to e-resources, including e-books and e-journals. The E-Content Development Centre on campus plays a crucial role in creating digital content to support online learning. The college has increasingly utilized digital platforms for engaging classes, seminars, and conferences. Learning Management System: At the institutional level, the MOODLE Learning Management System (LMS) is used to distribute reading materials, submit and evaluate assignments, and conduct examinations. Workshops: A Four-Day National Online Workshop on "Ink and Algorithm: AI-Enhanced Academic Writing" was held from February 21-24, 2024, in collaboration with Lore & Ed Research Associates, Kottayam. This workshop aimed to enhance academic writing skills by integrating AI tools and techniques, equipping participants with advanced strategies to improve their research and writing efficiency. The Department of Biosciences conducted an online workshop titled "Mastering Patent Searches: Practical Guide for Researchers" on January 11, 2024, for students and faculty. Dr. Parveena Abraham, a Registered Patent Agent from TIP-TEMED, Sree Chitra Tirunal Institute for Medical Sciences, led the session, providing practical skills and insights into conducting effective patent searches, essential for intellectual property rights research.

### **Extended Profile**

<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>226</b>
<b>File Description</b>	<b>Documents</b>
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>671</b>
<b>File Description</b>	<b>Documents</b>
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>261</b>
<b>File Description</b>	<b>Documents</b>
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	<b>288</b>
<b>File Description</b>	<b>Documents</b>
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>50</b>
<b>File Description</b>	<b>Documents</b>
Data Template	<a href="#">View File</a>
3.2	<b>50</b>



Number of sanctioned posts during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
<b>4.Institution</b>		
4.1	30	
Total number of Classrooms and Seminar halls		
4.2	40.29	
Total expenditure excluding salary during the year (INR in lakhs)		
4.3	256	
Total number of computers on campus for academic purposes		
<b>Part B</b>		
<b>CURRICULAR ASPECTS</b>		
<b>1.1 - Curricular Planning and Implementation</b>		
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process		
<p>In the context of the 21st century imperatives calling for a redesign of higher education, the college has developed a framework for the planning and implementation of curriculum. The college offers undergraduate, postgraduate and doctoral programmes. The college being affiliated to Mahatma Gandhi University, has limited flexibility in designing the curriculum, however gives emphasis on holistic development of students.</p> <p><b>Planning Phase</b></p> <p>The IQAC in consultation with heads of all departments design academic calendar. The discipline wise add on and value-added courses to be offered will be designed. Semester-wise timetable for each programme is prepared. The lesson plan for each course will be prepared by the faculty concerned and will get them duly approved.</p> <p><b>Implementation Phase</b></p> <p>The institution adopts a blended mechanism for effective</p>		

curriculum delivery. This includes ICT enabled sessions and online platforms. Lecture notes, slides, question banks and book-bank scheme are made available to all students.

#### Evaluation Phase

The institution follows Continuous Internal Evaluation process. The internal examinations are conducted and evaluated on time bound basis. The report of attendance and assessment score is communicated to students and to parents.

#### Follow-up phase

IQAC of the college conducts academic audits and recommendations are forwarded to the authorities concerned.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://macfast.org/wp-content/uploads/2025/01/1.1.1.pdf">https://macfast.org/wp-content/uploads/2025/01/1.1.1.pdf</a>

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

The Academic Calendar provides a comprehensive framework of all the schedules of curricular, co-curricular, and extracurricular activities for the academic year. By publishing it in the website, the college ensures that students and faculty have easy access to this schedule, allowing them to prepare for and participate in all activities. The Continuous Internal 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. A time-bound evaluation of internal assessment tests, assignments, and seminars are made by the faculty member concerned and prepare 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	<a href="#">View File</a>
Link for Additional information	<a href="https://macfast.org/wp-content/uploads/2025/01/1.1.1.pdf">https://macfast.org/wp-content/uploads/2025/01/1.1.1.pdf</a>

**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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## **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**

**11**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Minutes of relevant Academic Council/ BOS meetings	<b>No File Uploaded</b>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**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)**

13

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

532

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**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 has the practice of integrating crosscutting issues relevant to professional ethics, gender, human values, environment and sustainability into the curriculum. The efforts taken are narrated below.

**Professional Ethics**

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

**Gender**

Women cell provides a forum for the support of female students and staff and aims to promote gender equality and safe campus environment. The cell organizes webinars/ seminars on gender equality, stereotyping and women's rights.

#### Human values

The course on Business Ethics focuses on the relevance of Indian ethos. The course helps to familiarize students with heritage, tradition, 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 focuses on the conservation of natural resources, waste management and sustainability. The NSS Unit and Forestry Club of the college also organizes 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.	<a href="#">View File</a>

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

13

File Description	Documents
Any additional information	No File Uploaded
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	<a href="#">View File</a>

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

397

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni**

A. All of the above

File Description	Documents
URL for stakeholder feedback report	<a href="https://macfast.org/feedback-portal/">https://macfast.org/feedback-portal/</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
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File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://macfast.org/feedback-portal/">https://macfast.org/feedback-portal/</a>

## 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

384

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

#### 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

145

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 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

The institution adopts focused strategies to cater to the varying learning levels of students, beginning with initial evaluations based on their qualifying examination performance. All programs

commence with bridge courses to ensure students are adequately prepared for the academic curriculum. The institution assesses both academic and soft skills through internal assessments, class participation, and involvement in extracurricular activities, implementing customized programs for both slow and advanced learners.

For slow learners, remedial classes are organized after regular hours to provide individualized attention and closely monitor their progress. Class in-charges offer personal counseling to support students requiring additional assistance, while dedicated classes improve communication skills. Flexible learning opportunities are facilitated through blended learning methods, incorporating ICT tools.

Advanced learners are supported through specialized initiatives, including online certification programs and training for competitive examinations. Platforms such as MOOCs via Swayam and NPTEL offer further learning opportunities. These efforts foster an inclusive environment, enabling every student to excel and maximize their potential within the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
671	50

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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 institution emphasizes experiential learning through a variety of initiatives. Academic and industry connections are strengthened through min



or and major projects, internships, and the MACFAST Innovation & Corporate Synergy (MICS) program. Practical training in tools like SPSS, as well as entrepreneurship-focused activities led by the Entrepreneurship Development Club, equip students with real-world skills. Managerial and leadership abilities are nurtured through intercollegiate competitions, while industrial and institutional visits provide exposure to contemporary technologies.

The Technology Incubation Centre, Entrepreneurship Development Club, and "SKY - Start-up Kendra for You" foster innovation and entrepreneurial endeavors. Skill enhancement and managerial aptitude are further developed through training programs, expert lectures, and the Outbound Experimental Learning (OEL) Program. Environmental awareness is cultivated through activities like forest visits.

Participative learning is encouraged by the G. N. Ramachandran Science Club, which hosts conferences, and YES Plus Programs, which integrate traditional wisdom with modern practices for holistic growth. Joint research publications and events like the Food Fest boost research capabilities and promote nutritional awareness. The Problem-Solving Methodology employs case studies and business plans to foster critical thinking and entrepreneurial skills.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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 institution enhances the teaching and learning experience through the integration of ICT-enabled tools. Classrooms are equipped with comprehensive Wi-Fi and LAN connectivity, along with LCD projectors and interactive boards. The entire campus, including hostel facilities, provides 24/7 Wi-Fi access supported by multiple internet service providers, ensuring seamless connectivity for accessing online resources.

Faculty members utilize interactive boards, LCD projectors, and various online platforms such as Zoom, Google Classroom, and a customized Moodle Learning Management System (LMS) to enhance the

effectiveness of the teaching process. Additionally, the institution boasts a fully equipped studio, enabling faculty to create video classes and facilitate blended learning opportunities.

An ERP system developed by the institution ensures transparency in tracking attendance and internal marks. The MACFAST library further supports learning with an extensive collection of e-books and access to online journals like EBSCO and ProQuest.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

### 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

50

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

50

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 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

20

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### 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

296

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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.

The college conducts internal assessments in alignment with the guidelines of the affiliating University. Each semester comprises at least two internal tests and a model examination, with fairness ensured through pre-exam departmental meetings. A monitoring committee oversees the transparency and timely execution of internal evaluations, while a code of conduct is communicated during orientation sessions.

Examinations are scheduled as per the academic calendar, with faculty preparing question papers aligned with the syllabus. CCTV surveillance ensures the security of physical examinations, while online exams, conducted occasionally, utilize a customized Moodle LMS with clear guidelines and notifications sent to parents.

Answer scripts are evaluated promptly and returned with feedback, while progress reports detailing attendance and marks are shared with parents. PTA meetings provide a platform to discuss student performance. Internal marks are displayed on notice boards and updated in the ERP system. A structured grievance redressal mechanism further demonstrates the college's commitment to an organized, transparent, and feedback-driven assessment and examination process.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The institution has a well-structured and efficient system for addressing grievances related to internal and external examinations with transparency and within a defined timeframe. Students can lodge complaints either in person or via the college's online grievance portal. For internal examination grievances, issues are initially addressed by the respective faculty member. If unresolved, they are escalated to the Head of the Department (HoD) and subsequently to the Examination Redressal Committee. If the matter remains unresolved at the college level, students may escalate it to the university.

For grievances related to evaluation, students can file complaints with the course instructor within seven days of the publication of internal marks. The resolution process begins with the course

instructor and, if necessary, progresses to the HoD and then to the Grievance Redressal Committee, chaired by the Principal. For external examination grievances, students can submit complaints directly to the university or through the university's Grievance Redress Portal.

This systematic approach, involving faculty members, HoDs, and a dedicated committee, ensures a comprehensive and efficient resolution of examination-related grievances.

File Description	Documents
Any additional information	<a href="#">View File</a>
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 Program Outcomes (POs) and Course Outcomes (COs) for all programs offered by the institution are established in the curriculum provided by the affiliating University. These outcomes are prominently displayed on departmental notice boards and disseminated through multiple channels, such as the college website, departmental communications, laboratories, computer labs, orientation programs, faculty meetings, PTA meetings, and alumni events.

At the beginning of each semester, students participate in an orientation program that includes a dedicated session to familiarize them with the POs, Program Specific Outcomes (PSOs), and COs relevant to their academic program.

These outcome statements enable both students and faculty to integrate goal-setting effectively into the teaching-learning process. As a result, students gain a clear understanding of the potential and opportunities within their chosen program and the efforts required to achieve the desired outcomes.

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

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

The attainment of Program Outcomes (POs), Course Outcomes (COs), and Program-Specific Outcomes (PSOs) reflects the effectiveness of the teaching and learning process. The institution utilizes both direct and indirect evaluation methods to assess these outcomes.

Direct evaluation aligns with the University's guidelines and includes Continuous Internal Evaluation (CIE) and end-semester examinations. CIE parameters encompass attendance, internal tests, assignments, seminars, internships, major projects, and course viva. For the MBA program, each course is evaluated out of 100 marks, with 40 allocated to CIE and 60 to end-semester exams. Similarly, the MCA program assigns 25 marks to CIE and 75 to end-semester exams. Bioscience programs adopt a 7-point grading scale for both internal and external assessments. Overall evaluation criteria also include pass percentages and university rankings.

Indirect evaluation methods involve feedback surveys from students, parents, alumni, and employers. Regular interactions between students and instructors, mentors, Heads of Departments, and the Principal further ensure the achievement of COs, POs, and PSOs. PTA meetings provide valuable parental input, while tracking students' career trajectories through placements, higher education, and entrepreneurial ventures highlights the success of these outcomes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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****266**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://macfast.org/wp-content/uploads/2025/01/ANNUAL-REPORT-2023-24.pdf">https://macfast.org/wp-content/uploads/2025/01/ANNUAL-REPORT-2023-24.pdf</a>

**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/2025/01/STUDENT-SATISFACTION-SURVEY.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)****0**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
e-copies of the grant award letters for sponsored research projects /endowments	<b>No File Uploaded</b>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**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**

6

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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**

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
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**

The institution has successfully cultivated an ecosystem that fosters innovation and facilitates the creation and transfer of knowledge, establishing itself as a centre for research, creativity, and forward-thinking initiatives. The institution empowers students and faculty to explore, innovate, and implement groundbreaking ideas by providing state-of-the-art laboratories, collaborative spaces, and technology-enabled learning environments. Its emphasis on interdisciplinary research promotes the exchange of ideas across various fields, enabling the development of innovative solutions to real-world challenges.

The institution also prioritizes the seamless transfer of knowledge through mentorship programs, industry-academia partnerships, and collaborations with research organizations.



These initiatives bridge the gap between theoretical knowledge and its practical application, enriching the learning experience and preparing students to address industry and societal needs effectively. Furthermore, the institution's innovation ecosystem extends its impact beyond the campus, contributing positively to the local community and industry. By integrating research, creativity, and collaboration, the institution has built a robust framework for advancing knowledge while nurturing a culture of innovation among its stakeholders. This commitment solidifies its reputation as a progressive and dynamic institution dedicated to holistic growth and societal betterment.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://macfast.org/sky/">https://macfast.org/sky/</a>

### **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**

13

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### **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**

10

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

### 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

12

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 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

46

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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 college is deeply dedicated to fostering the holistic development of its students through a wide range of extension activities within the local community. These initiatives like NSS

are thoughtfully crafted to raise awareness about critical social issues, encouraging students to cultivate empathy, responsibility, and a proactive attitude toward societal challenges.

Throughout the year, students have actively participated in programs addressing key concerns such as environmental conservation, healthcare awareness, and education for the underprivileged. The institute has organized impactful outreach efforts, including health camps, awareness drives, and educational sessions, enabling students to make meaningful contributions to community welfare.

These activities have not only brought about visible positive changes in the neighbourhood but also aligned with the institution's vision of nurturing socially conscious and responsible individuals. The success of these programs transcends academic achievements, fostering a balanced development that integrates knowledge with social responsibility.

By engaging in these extension activities, students have imbibed values that will guide their lifelong commitment to community service and social betterment, ensuring a sustained impact on society. The college's dedication to this cause underscores its mission to produce individuals equipped to contribute meaningfully to both their communities and the broader world.

File Description	Documents
Paste link for additional information	<a href="https://macfast.org/macfast-nss/">https://macfast.org/macfast-nss/</a>
Upload any additional information	<a href="#">View File</a>

### **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**

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

**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**

5

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**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**

245

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

<b>3.5 - Collaboration</b>	
<b>3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year</b>	
<b>3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year</b>	
13	
<b>File Description</b>	<b>Documents</b>
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>
<b>3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year</b>	
<b>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</b>	
4	
<b>File Description</b>	<b>Documents</b>
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>
<b>INFRASTRUCTURE AND LEARNING RESOURCES</b>	
<b>4.1 - Physical Facilities</b>	
4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.	
The Institution has sufficient infrastructure and physical facilities for teaching and learning. viz., classrooms, laboratories, computing equipment, etc. The institution has a	

total built-up area of 20144.59 sqm spanned through three blocks viz, the Administrative Block, Academic Block, and Biosciences Block. There are 24 classrooms out of which 9 are smart classrooms and three are tutorial rooms, and also have a seminar hall, an AC auditorium, 7 well-equipped science laboratories, a food court, a bakehouse, 9 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. 11 water purifiers, 179 CCTV cameras, and 59 Wi-Fi access points were installed at different locations. The institution has ramps, sign boards, elevators, assistive technology at the library, and special washrooms for supporting divyangans. The well-stocked Library Information Centre with 39468 books, 81 Perpetual eBooks, 21892 e-journals, a Digital library, and Book bank facilities are available on the campus. The computer labs have 200 computers

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://macfast.org/facilities/">https://macfast.org/facilities/</a>

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), gymnasiums and a yoga center. The sports facilities such as a basketball court with a gallery, a shuttle badminton court, a volleyball court, table tennis, carroms, chess etc. are provided by the college. The Annual sports meet is conducted to bring out inborn talents and to develop sportsmanship among students. Gymnasiums in boy's and girls' 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. An air-conditioned 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, a commonplace for the students to gather and practice for cultural activities are provided by the institution. A multipurpose openair 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 during weekly cultural gathering and also as programme producers and Radio Jockeys on the campus community radio, Radio MACFAST 90.4 FM.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://macfast.org/facilities/">https://macfast.org/facilities/</a>

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

30

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://macfast.org/facilities/">https://macfast.org/facilities/</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

40.29

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 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, a total of 39,468 volumes of books, 10,645 titles and has 17 International journals, 40 National journals, 37 Magazines, 3670 Bound Volumes, 13 Daily Newspapers, and 3033 Student Projects. The digital resources of the library include more than 21893 e-journals. 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://117.250.251.21:8080>) 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	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://library.macfast.org/">https://library.macfast.org/</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)**

7.13



File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 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

49

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

The Institution provides 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, and intranet/Wi-Fi-related services on campus.

##### Internet Connectivity:

- Bandwidth - 200 Mbps (Asianet, 1:1 Leased Line)
- Bandwidth - 100 Mbps (BSNL, 1:1, Leased Line)
- Firewall - SOPHOS XG 330 Full guard with enhanced support.
- Access points - 59 (NETGEAR Model WAC510/WAX610 with Dual Band)
- Switches - 34 POE Switches and 5 Data switches (Fiber) CCTV:
- Total no of camera - 179 (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: 200
- 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 (www.macfastmis.org).

Online Services: The computing facilities are utilized for the conduct of various entrance and competitive examinations

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://macfast.org/wp-content/uploads/2022/03/IT-Policy.pdf">https://macfast.org/wp-content/uploads/2022/03/IT-Policy.pdf</a>

**4.3.2 - Number of Computers**

256

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

**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	<a href="#">View File</a>

**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)**

322.20

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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 College Administrative Council takes major decisions about the maintenance and utilization of physical, academic, and support facilities which includes the Principal as the Chairman and the Manager, Academic Director, Administrator, Office Superintendent, and Chief Accounts Officer as members. All the repair and renovation work are reported to the Administrative Council and executed through appropriate agencies. The Estate Supervisor is responsible for the maintenance of infrastructure facilities, furniture repairs, masonry and plaster work, painting, carpentry, plumbing, electrical works, gardening, and housekeeping. Adequate in-house staff are 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 179 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	No File Uploaded
Paste link for additional information	<a href="https://macfast.org/wp-content/uploads/2022/03/Maintenance-Policy-Details.pdf">https://macfast.org/wp-content/uploads/2022/03/Maintenance-Policy-Details.pdf</a>

## 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

26

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

#### 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

86

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

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

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

**637**

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

**637**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

<p><b>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</b></p>	<p><b>A. All of the above</b></p>
--	-----------------------------------

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

94

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

0

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

**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**

95

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**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.**

13

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

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 )

Student representation and engagement in academic and administrative activities at the college are facilitated through the College Union, NSS, and various clubs and committees. The College Union conducts elections in a parliamentary mode as per university guidelines, ensuring all students can vote. A faculty member serves as the Staff Advisor, guiding and coordinating monthly meetings and activities.

Class representatives hold regular meetings with department heads to enhance participation in curricular, co-curricular, and extracurricular activities. These discussions contribute to the overall development of the student community. Clubs and committees, including two NSS units, encourage students' involvement in personal growth, societal engagement, and constructive contributions. Students' inclusion in the IQAC enables participation in the college's decision-making process.

Student-led initiatives include coordinating science and food club events, seminars, symposiums, quiz competitions, millet fests, and observances like World Food Safety Day. They volunteer in programs like Satgamaya, the foundation day, graduation ceremonies (DAKSHINA), Women's Day, and placement-related activities. Additionally, students actively manage sports events, fests, and conferences and engage in social responsibility programs through MACFAST Community Radio and NSS, along with green initiatives.

Student representation extends to the Library Committee, Sports Club, Arts Club, Science Club, Food Club, Forestry Club, Women's Cell, and NSS.



File Description	Documents
Paste link for additional information	<a href="https://macfast.org/student-welfare/">https://macfast.org/student-welfare/</a>
Upload any additional information	<a href="#">View File</a>

### 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

22

File Description	Documents
Report of the event	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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 College has a registered Alumni Association. To enhance effectiveness of academic, and administrative of the college activities the alumni association has conduct regular meetings. Alumni association often gives suggestions for enriching and contributing quality enhancement through meet our graduate program, industry-academia connect, soft skill training, career counselling, mentorship and guidance to current students. Alumni interaction programs aim to facilitate networking opportunities between current students, outgoing and established alumni members. Alumni interactions were conducted as Home Coming Series where both online and offline meetings, presentations and interactions were organized. Macfast Alumni Emirates Chapter (MAEC) conducted alumni meet 'Macroom 24' marked a significant milestone in fostering connections among members. Alumni Association is

committed to fostering a strong support network and assist it's members on various aspects of life. The NRI alumni have also helping the students in the emigration process and placement abroad. The Gulf chapter is regularly participating in this process. Informal get-togethers with alumni are also carried out for those who were unable to attend formal meetings due to time constraints. The following are the major activities in which alumni have importance contributions:

- 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 journal, national and international conferences.

File Description	Documents
Paste link for additional information	<a href="https://macfast.org/distinguished-alumni/">https://macfast.org/distinguished-alumni/</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**E. <1Lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## **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

The governance of the college is closely aligned with its vision and mission as they serve as the foundation for educational leadership and strategic planning. The college provides value-based, quality education that emphasizes research, innovation, entrepreneurship, personal growth, professionalism, and human values for the fulfilment of the vision of the college "to be a

global icon in quality education, research, innovation, and entrepreneurship for a sustainable future". All the curricular, co-curricular and extracurricular activities offered by the college are crafted "to provide a conducive learning environment that nurtures and develops young people as value-driven, professionally competent and responsible global citizens" as stated in the mission of the college. The policies and programs of the institution are framed by the Governing Board and the Academic Council . These bodies consist of academic visionaries, distinguished educationalists, professionals, and industry leaders, all focused on achieving the college's vision and mission. The principal is vested with the responsibility of making strategic and routine decisions and developing plans to implement the resolutions set forth by the Governing Board and the Academic Council. The college's vision and mission statements are prominently displayed at the key locations on campus, making them accessible and familiar to all stakeholders

File Description	Documents
Paste link for additional information	<a href="https://macfast.org/wp-content/uploads/2025/01/6.1.1-paste-link-for-additional-information.pdf">https://macfast.org/wp-content/uploads/2025/01/6.1.1-paste-link-for-additional-information.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Effective leadership is demonstrated through decentralization and participative management, fostering a collaborative and inclusive environment. Decentralization empowers various departments and stakeholders to take ownership of academic and administrative responsibilities, ensuring efficient decision-making and implementation. Academic planning, curriculum design, and co-curricular activities are delegated to dedicated teams, enabling tailored and innovative approaches.

Participative management encourages the involvement of faculty, staff, and students in key decisions, cultivating a sense of ownership and accountability. Faculty members actively contribute through academic councils and committees, ensuring diverse perspectives in policy formulation and execution. Students play a pivotal role in quality enhancement initiatives, feedback mechanisms, and the organization of events, promoting leadership

**and teamwork**

File Description	Documents
Paste link for additional information	<a href="https://macfast.org/wp-content/uploads/2025/01/6.1.2-paste-link-for-additional-information-1.pdf">https://macfast.org/wp-content/uploads/2025/01/6.1.2-paste-link-for-additional-information-1.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.2 - Strategy Development and Deployment****6.2.1 - The institutional Strategic/ perspective plan is effectively deployed**

MACFAST is committed to preparing its students to meet the evolving demands of the business, science, and technology sectors. The college aspires to be a multidisciplinary institution, offering undergraduate, postgraduate and doctoral programs with a strong focus on quality teaching, research, and community engagement. The quality policy emphasizes its aim to become a Centre of Academic Excellence, fostering a unique learning experience in Science, Technology, and Management.

In tune with its vision to become a global leader in quality education, research, innovation, and entrepreneurship for a sustainable future, and its mission to create a supportive learning environment, MACFAST seeks to develop students into value-driven, professionally competent, and responsible global citizens. To achieve this vision and mission, the college has devised a strategic plan with a primary long-term goal of achieving deemed university status, excelling in specialized areas of higher education. College also aims to attain Autonomous status and establish a Centre of Excellence, in line with India's National Education Policy (NEP)The college designs add on programs that align closely with market and societal needs, continuously enhancing academic quality and content

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://macfast.org/wp-content/uploads/2025/01/6.2.1-paste-link-for-additional-info.pdf">https://macfast.org/wp-content/uploads/2025/01/6.2.1-paste-link-for-additional-info.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The College has already formulated structured policies for academic and administrative activities .The major academic and administrative decisions are taken by the Governing Board and Academic Council at its Annual Board Meeting.The organogram of the college defines the hierarchy and the reporting system of all the levels of management .The duties and responsibilities of the personnel are well defined as per its management policy framework The appointments the of the college to various positions are initiated by the HR department . The selection and recruitment process are as per the HR policy framed by the institution. The college has also framed the service rules following the provisions of Kerala Service Rules (KSR) and Kerala Education Rules (KER). The college is very particular in updating its policies in accordance with the directions from the department of Higher Education, Govt. of Kerala and the rules & regulations of the UGC , AICTE and the affiliating University.

File Description	Documents
Paste link for additional information	<a href="https://macfast.org/wp-content/uploads/2025/01/paste-Link-for-additional-Information.pdf">https://macfast.org/wp-content/uploads/2025/01/paste-Link-for-additional-Information.pdf</a>
Link to Organogram of the institution webpage	<a href="https://macfast.org/organogram-2/">https://macfast.org/organogram-2/</a>
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in**

**A. All of the above**

**areas of operation Administration Finance  
and Accounts Student Admission and  
Support Examination**

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

MACFAST is committed to the welfare of its teaching and non-teaching staff through a range of supportive schemes and benefits. These include a Contributory Provident Fund, maternity leave, and Employees State Insurance (ESI), ensuring financial security and healthcare support. The institution also offers a medical insurance scheme for all staff and provides free on-campus accommodation for faculty members who wish to stay. Additionally, food is made available at subsidized rates for both teaching and non-teaching staff. Non-teaching staff benefit from interest-free loans, festival allowances (Onam and Christmas), and access to restrooms, drinking water, and other essential amenities. Transport facilities to and from the campus are provided, and special incentives are offered for faculty publication and participation in Faculty Development Programs (FDPs). The campus also supports staff needs with reprographic facilities, reinforcing MACFAST's dedication to fostering a supportive and inclusive workplace.

File Description	Documents
Paste link for additional information	<a href="https://macfast.org/wp-content/uploads/2025/01/6.3.1-paste-link-for-additional-information.pdf">https://macfast.org/wp-content/uploads/2025/01/6.3.1-paste-link-for-additional-information.pdf</a>
Upload any additional information	<a href="#">View File</a>

**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**

19

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**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**

4

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

**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**

16

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

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

The institution employs a comprehensive, multi-layered appraisal system to evaluate the performance of both teaching and non-teaching staff.

For teaching staff, evaluation is conducted at three levels:

**Self-Appraisal:** Faculty members complete a structured self-appraisal form at the end of each academic year, designed according to UGC guidelines. This form has two sections: Part-A covers the general profile of the teacher, while Part-B focuses on Academic Performance Indicators (API) in teaching, learning, and evaluation. The API score determines annual increments.

**Student Appraisal:** Feedback from students is collected at the end of each semester and analyzed on a 5-point scale. Parameters for this feedback include subject knowledge, communication quality, teaching ability and methodology, classroom management, and professional attitude. The head of the department and the principal validate the student responses.

**Administrative Council Appraisal:** The Administrative Council, which includes the Principal, Administrator, Academic Director, and Office Superintendent, assesses each teacher's overall performance on factors such as regularity, punctuality, attitude, commitment, and professionalism. Faculty members must achieve a minimum of 60% of the total score.



For non-teaching staff, evaluations are conducted by the Administrator and the Office Superintendent, focusing on work efficiency, punctuality, regularity, commitment, and other professional qualities. This appraisal system ensures accountability, promotes improvement, and aligns staff performance with institutional standards and values.

File Description	Documents
Paste link for additional information	<a href="https://macfast.org/wp-content/uploads/2022/03/Performance-Appraisal.pdf">https://macfast.org/wp-content/uploads/2022/03/Performance-Appraisal.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 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 financial planning and management of the college are monitored by the Finance Committee, which adheres to a structured financial policy that includes both internal and external financial audits.

**Internal Audit:** Conducted biannually, the internal audit is conducted by an audit team appointed by the Finance Committee. This audit involves a thorough examination of the books of accounts and supporting vouchers. The audit team submits its report to the Principal, who then presents it to the Finance Committee for review.

**External Audit:** Conducted annually by a firm of chartered accountants appointed by the management, the external audit provides an independent assessment of the college's financial statements. The auditors verify all books of accounts, vouchers, and other relevant documents maintained by the accounts department. The audit aims to ensure that the Income & Expenditure Account and Balance Sheet show a true and fair view of the financial position of the college. The observations, if any, of the external auditors are duly addressed to maintain transparency and accountability.

The conduct of both internal and external audits ensures the efficiency of the accounts department and the institution's commitment to a sound financial management system.

File Description	Documents
Paste link for additional information	<a href="https://macfast.org/wp-content/uploads/2025/01/6.4.1-Paste-link-for-additional-information.pdf">https://macfast.org/wp-content/uploads/2025/01/6.4.1-Paste-link-for-additional-information.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### 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)	<a href="#">View File</a>

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

The college, being functioning as a self-financing institution, has framed the financial strategies for the mobilization of funds and its utilization. The major source of income for the college is the tuition fee collected by student's semester wise, Funds are also mobilized by the institution by undertaking projects from funding agencies like DBT, DST etc. Budgetary provisions are given by preparing the annual budget of the college for major expenditures. The college has adopted the strategy of fixing priorities for the utilization of its resources. The Deficits if any are met by transferring the surplus finances of RADIO MACFAST 90.4 for meeting routine expenses and bank overdrafts for meeting capital expenditure

File Description	Documents
Paste link for additional information	<a href="https://macfast.org/wp-content/uploads/2025/01/6.4.3-paste-link-for-additional-information.pdf">https://macfast.org/wp-content/uploads/2025/01/6.4.3-paste-link-for-additional-information.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 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 (IQAC) of MACFAST has played a pivotal role in institutionalizing quality assurance strategies and processes through its Faculty Development Programs (FDPs) aimed at nurturing the philosophy of Outcome-Based Education (OBE). As part of these initiatives, MACFAST has implemented the process of OBE by aligning lesson plans and question papers with OBE standards, ensuring a structured approach to teaching and assessment. The FDPs have also included orientation on the Four-Year Undergraduate Program (FYUP) to familiarize faculty with the evolving academic frameworks. These efforts emphasize enhancing the faculty's understanding of modern OBE concepts, including their implications for teaching methodologies, assessment strategies, evaluation techniques, and accreditation standards. By fostering a deeper comprehension of Bloom's Taxonomy and OBE principles, MACFAST remains committed to continuous improvement in academic quality, empowering educators with the tools necessary for effective outcome-driven education, and promoting excellence in teaching and learning practices

File Description	Documents
Paste link for additional information	<a href="https://macfast.org/wp-content/uploads/2025/01/6.5.1-paste-link-for-additional-information.pdf">https://macfast.org/wp-content/uploads/2025/01/6.5.1-paste-link-for-additional-information.pdf</a>
Upload any additional information	<a href="#">View File</a>

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-learning. As a result of this continuous effort, IQAC executed several methods to improve the teaching-learning process and infrastructure facilities.

#### Audit of Academic and Administrative Affairs

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

#### Feedback Analysis by IQAC

The institution conducts periodic reviews of its teaching-learning processes, operational structures, methodologies, and learning outcomes through the Internal Quality Assurance Cell (IQAC), established as per the prescribed norms. The IQAC regularly collects feedback from stakeholders, evaluates the inputs, and formulates appropriate action plans to ensure continuous improvement in various institutional activities. This systematic approach has resulted in measurable and incremental enhancements across multiple domains

File Description	Documents
Paste link for additional information	<a href="https://macfast.org/wp-content/uploads/2025/01/6.5.2-upload-any-additional-information.pdf">https://macfast.org/wp-content/uploads/2025/01/6.5.2-upload-any-additional-information.pdf</a>
Upload any additional information	No File Uploaded

**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)**

A. All of the above

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

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://macfast.org/wp-content/uploads/2025/01/ANNUAL-REPORT-2023-24.pdf">https://macfast.org/wp-content/uploads/2025/01/ANNUAL-REPORT-2023-24.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

**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 consistently implements various measures throughout the year to promote gender equity, fostering an inclusive and equal environment for all. The college's Women Cell organizes seminars, self-defence training sessions, and medical camps aimed at empowering women and raising awareness about self-defence and cyber security for students and staff. Yoga classes are conducted to help students relax and enhance their overall well-being. Radio MACFAST 90.4 broadcasts a weekly program dedicated to promoting gender equity within the community. The institution ensures safe and comfortable hostel accommodations equipped with round-the-clock security. CCTV surveillance is implemented in lecture halls, corridors, gates, and passages to enhance safety measures. Designated common areas on campus are provided for students to engage in gatherings, discussions, and cultural activities, fostering collaboration and inclusivity. The institution also encourages gender balance in leadership roles by initiating mentorship programs specifically designed for underrepresented genders. Furthermore, the campus landscape includes thoughtfully arranged seating areas to facilitate student interaction and community building, reflecting the institution's commitment to creating a secure, supportive, and equitable environment.

File Description	Documents
Annual gender sensitization action plan	<a href="https://macfast.org/wp-content/uploads/2025/01/7.1.1Gender-sensitization-Action-plan.pdf">https://macfast.org/wp-content/uploads/2025/01/7.1.1Gender-sensitization-Action-plan.pdf</a>
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	<a href="https://macfast.org/wp-content/uploads/2025/01/7.1.1-Specific-facilities-provided.pdf">https://macfast.org/wp-content/uploads/2025/01/7.1.1-Specific-facilities-provided.pdf</a>

**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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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 established a comprehensive waste management system for both solid and biodegradable waste. This system encompasses segregated collection at the source, transportation to processing units, resource recovery for recycling and reuse, processing, and safe disposal. Waste segregation begins at the source using color-coded bins: green for biodegradable waste, blue for recyclables, and yellow for non-biodegradable waste, ensuring effective sorting and easy handling. Plastic waste is collected by the Haritha Karma Sena.

To manage liquid and food waste hygienically, the campus has installed two biogas plants. The biogas produced is utilized for cooking purposes. Biological waste from the bioscience laboratories is managed according to stringent biosafety protocols for safe disposal. E-waste is identified by the IT & Systems Division and responsibly disposed of through HPS Technologies Pvt.

Ltd., an authorized dismantler.

Additionally, the institution has implemented an eco-friendly sewage treatment plant (STP) at the boys' hostel to recycle and reuse wastewater, promoting water conservation. Although the institution generates minimal amounts of hazardous chemical waste and no radioactive waste, both are disposed of in strict adherence to laboratory safety regulations, ensuring environmental safety and compliance.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

**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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

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

<b>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</b>	<b>A. Any 4 or all of the above</b>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

<b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b>	<b>A. Any 4 or all of the above</b>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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 college cultivates an inclusive environment by promoting harmony and mutual respect among students, faculty, and stakeholders. Its code of conduct applies equally to all students and staff, ensuring fairness and accountability. Through regular orientation programmes, the college provides a safe and supportive atmosphere for students, irrespective of their cultural, regional, linguistic, communal, or socioeconomic backgrounds. Additional training in communication skills enhances students' abilities in public speaking, professional writing, leadership, and presentations. Cultural events celebrate India's diversity, fostering social cohesion and understanding. Clubs like the Grievance Redressal Cell, Anti-ragging Cell, Forestry Club, Literary Club, and Women's Cell actively promote inclusiveness and equity. Industrial visits expose students to practical work environments and diverse workplaces, supported by partnerships with prominent industries and research institutions. Weekly Wednesday Gatherings allow students to showcase their cultural traditions. The NSS Unit conducts socially beneficial activities, instilling moral values in students. Scholarships ensure equal opportunities for economically weaker students. . By observing national and international days, the college promotes unity, diversity, and inclusivity at community and global levels.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
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 institution actively promotes awareness of constitutional laws, principles, and the rights and duties of citizens through orientation courses and various initiatives. The college's code of conduct clearly defines the roles, rights, and responsibilities of the academic community, emphasizing expected standards of behaviour both within and outside the classroom. Additionally, MACFAST NSS and Radio MACFAST 90.4 play vital roles in shaping students into responsible citizens.

As part of its commitment to fostering civic responsibility, the college organized two key programs—the Vote Registration Campaign and the EVM Demonstration Programme. Held on 5th December 2023, the Vote Registration Campaign emphasized the significance of voting as both a right and a duty. Through speeches and the introduction of the Voter Helpline App, participants learned about the simplicity of voter registration.

On 15th December 2023, the EVM Demonstration Programme educated attendees about Electronic Voting Machines (EVMs) and VVPAT systems. District Collector A. Shibu highlighted the importance of understanding the electoral process to ensure transparency and trust.

These programs empowered participants with practical knowledge, underscored voting as a fundamental constitutional duty, and inspired active engagement in democracy. By bridging theoretical concepts with practical application, MACFAST reinforced its commitment to nation-building and democratic values.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://macfast.org/wp-content/uploads/2025/01/7-.1.9-Insitutional-values.pdf">https://macfast.org/wp-content/uploads/2025/01/7-.1.9-Insitutional-values.pdf</a>
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	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The college actively celebrates various significant days to promote national integrity and honor cultural and religious diversity. These celebrations are organized collaboratively by the NSS unit, Radio MACFAST 90.4, and various institutional clubs. The following days were celebrated in the academic year: Independence Day (15/08/2023), World AIDS Day (01/12/2023), World Environment Day (05/06/2023), World Food Safety Day (07/06/2023), National Reading Day (19/06/2022), Women's Day (08/03/2024), World Radio Day (13/02/2024), World Blood Donors' Day (14/06/2023),

Vayanadinam (19/06/2023), and International Day Against Drug Abuse and Illicit Trafficking (26/06/2023).

NSS Day was marked with a free eye care test/examination camp at MACFAST, Tiruvalla, conducted by the NSS unit.

Additionally, the college fosters a platform for students to celebrate regional and religious festivals, reflecting its inclusive ethos. It also hosts the student-initiated national-level fest 'MACFIESTA' annually, providing an opportunity to showcase talent, creativity, and cultural exchange.

These initiatives not only enhance the campus's vibrant atmosphere but also inculcate values of unity, social responsibility, and environmental awareness among the students. The celebrations reflect the institution's dedication to creating a culturally enriched and socially responsible academic environment.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
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: An Institutional Initiative for a Green and Sustainable Campus**

**Objectives:** To promote environmental awareness and sustainability.

**Context:** A steadfast commitment to implementing eco-friendly practices and sustainable initiatives.

**Practice:** Awareness programs, green academics, and annual environmental, energy, and green audits are organized by various clubs and Radio MACFAST.

**Evidence of Success:** The institution efficiently meets energy

demands using biogas and solar power while excelling in water management practices.

**Problems Encountered and Resources Required:** Energy demands are not fully met by alternative sources. Expanding solar system capacity requires additional investment.

**MACFAST KNOWLEDGE SCHEME (MAKS):** Creating a Knowledge Society through Knowledge Dissemination

**Objective:** To develop students' skills and competency for higher studies and employment.

**Context:** Provides opportunities for technological and scientific updates, career growth, and new job prospects beyond the curriculum.

**Practice:** Students in 8th standard are selected through an aptitude test for the program and undergo structured training.

**Evidence of Success:** The effectiveness of the program is assessed through learners' responses and achievements.

**Problems Encountered and Resources Required:** Regular sessions are difficult to maintain due to the program's four-year duration, with classes scheduled only during public holidays and summer breaks.

File Description	Documents
Best practices in the Institutional website	<a href="https://macfast.org/macssr/7-2-1-best-practices/">https://macfast.org/macssr/7-2-1-best-practices/</a>
Any other relevant information	<a href="https://macfast.org/wp-content/uploads/2025/01/7.2.1-RAPPER.pdf">https://macfast.org/wp-content/uploads/2025/01/7.2.1-RAPPER.pdf</a>

**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

**"Serve the Society, Care the Society"**

'Serve the Society Care the society' is the cornerstone of our

institution's vision, reflecting our unwavering commitment to community welfare and sustainable development. We have consistently demonstrated our commitment to this ethos through various initiatives. Our institution places a major emphasis on developing an environment on campus that will support students in becoming morally responsible, professionally competent, and global citizens. At the college, students learn the fundamental skills required to address global concerns as well as their obligations and responsibilities to society as a whole. This programme helps students understand human values, engage in a variety of socially beneficial activities and thereby enhancing personal growth. The prosocial values are encouraged to be practised by the students in their personal lives as well. To make this concept a reality, a number of initiatives are being carried out, including community development initiatives of Radio MACFAST 90.4FM and the provision of essentials like food, shelter, clothing, etc. with the aid of NSS and students. The distribution of medications and the promotion of cleanliness and waste management programmes are accomplished through health and environmental awareness campaigns. Through these endeavours we embody the spirit of community service and care.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

1. Introduction of New PG and UG Programmes
2. Enhancement of Placement Opportunities for Students
3. Organization of Conferences and Seminars in Emerging Areas
4. Collaborations with Reputed Institutions
5. Upgrade of Infrastructure and Facilities
6. Faculty Development Programmes (FDPs) in Line with NEP and FYUGP
7. Training Programmes for Administrative and Supporting Staff
8. Enhancement of Alumni Interactions