



## **YEARLY STATUS REPORT - 2022-2023**

### **Part A**

#### **Data of the Institution**

##### **1.Name of the Institution**

**MAJLIS ARTS AND SCIENCE COLLEGE**

- Name of the Head of the institution **Dr. MOHAMED KUTTY KAKKAKUNNAN**
- Designation **PRINCIPAL**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **9539111174**
- Mobile no **9946411516**
- Registered e-mail **majlis@masc.edu.in**
- Alternate e-mail **principal@masc.edu.in**
- Address **MAJLIS NAGAR, PURAMANNUR POST**
- City/Town **VALANCHERI**
- State/UT **KERALA**
- Pin Code **676552**

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

- Affiliated /Constituent **AFFILIATED**
- Type of Institution **Co-education**
- Location **Rural**
- Financial Status **Self-financing**

- Name of the Affiliating University **UNIVERSITY OF CALICUT**
- Name of the IQAC Coordinator **RAFEEQ P**
- Phone No. **9846266816**
- Alternate phone No. **9746824777**
- Mobile **9846266816**
- IQAC e-mail address **iqac@masc.edu.in**
- Alternate Email address **rafeeqp@masc.edu.in**

**3. Website address (Web link of the AQAR (Previous Academic Year))** <http://www.masc.edu.in>

**4. Whether Academic Calendar prepared during the year?** **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: <https://masc.edu.in/academics/academic-calander/>

#### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>A</b>	<b>3.07</b>	<b>2022</b>	<b>30/08/2022</b>	<b>29/08/2027</b>

**6. Date of Establishment of IQAC** **01/06/2015**

**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>Women Development Cell</b>	<b>Capacity Building and Personality development Programme</b>	<b>National Commission for Women</b>	<b>2023</b>	<b>100000</b>
<b>Entrepreneurship development Club</b>	<b>Entrepreneurship Promotion</b>	<b>District Industries Center</b>	<b>2022</b>	<b>20000</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** **10**

- 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)**

- NAAC Accreditation of Cycle 1 with grade A (CGPA - 3.07)
- Application for NCW (National Commission for Women) Capacity Building Programme for women is forwarded and approved by the commission. ? 1,00,000 Sanctioned
- Collaboration with Kerala State Higher Education Council (KSHEC) for organizing International and National Seminars in Microbiology, Chemistry, Media and English
- MINE - Majlis Initiative for Excellence in NET / JRF Examinations
- Organized FDP on Transformation of HEIs through NAAC accreditation in collaboration with CSMA for Managers, Principals, IQAC Coordinators and administrators in January 2023
- Life Skill Training under a Permanent Counselor is initiated (Curriculum of UGC Jeevan Kaushal Scheme is suggested by IQAC)

**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
Completion of NAAC First cycle assesment and accreditation process	Accredited with Grade A (CGPA 3.07)
Introduce New UG programme (B.Des Graphics and Communication Design)	University approved the Programme and started in 2023-24
Set up a graphics and animation studio	Established a graphics and animation studio with 52 high configuration computers.
Construct a new academic block to accomodate Commerce and Management studies	Commissioned a Commerce block with 15 class rooms, department and a multi-purpose hall.
Construct a mini conference room	Commissioned a conference room tailor made for interviews, board meetings and press conferences.
Introduce elevator facility for Divyangjan	Installed a lift in the new block
Apply for the conferment of Autonomy	Application for conferment of Autonomy is submitted to UGC in July 2023
Introduce New e-Governance and LMS	Linways LMS platform is insalled

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

- Name of the statutory body

Name	Date of meeting(s)
College Council	25/08/2023

**14. Whether institutional data submitted to AISHE**

## Part A

### Data of the Institution

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• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://masc.edu.in/academics/academic-calander/">https://masc.edu.in/academics/academic-calander/</a>				
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<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
College Council	25/08/2023
<b>14.Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2021-22	15/02/2023



**15.Multidisciplinary / interdisciplinary**

As an affiliated institution, college follows the curriculum prescribed by University of Calicut. However, the institution is always eager to adapt changes in the university's approach as well as the rapid changes that occur in the sphere of higher education. The institution offers a total of 17 UG and 7 PG programs under Science, Humanities, Commerce, and Media departments. The curriculum follows CBCSS promoting flexibility, interdisciplinary and multidisciplinary approach. It is mandatory for every UG student to study at least one interdisciplinary / Multidisciplinary course to complete their graduation. The institution already provides credit-based courses and projects in accordance with the curriculum. Apart from standard credit-based courses, all graduates must complete four audit courses, viz; environmental studies, disaster management, intellectual property rights and gender studies. Interdisciplinary research is practiced by students for their academic projects.

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

The institution has given thrust to educate stakeholders about the powerful transformation and reforms happening in the wake of New Education Policy 2020. IQAC has organised a workshop on ABC to give awareness to faculty members. NEP-2020 envisages ABC to enable student's mobility across HEIs to enhance access, quality and equity. Heading towards the implementation of NEP 2020, the college management has decided to apply for conferment of autonomy so that it can embrace the opportunities of ABC. College IQAC incorporated ABC and its various merits in Induction programme of 2022-23. Moreover, enrolment in the various courses given by SWAYAM NPTEL is encouraged, as the institution has been accredited as a local chapter of the organisation since 2021. In addition, the institution is working to encourage academic partnerships between colleges and universities in order to facilitate research and learning.

**17.Skill development:**

College has implemented proactive efforts to equip pupils with the skills of the industry 4.0. Entrepreneurial skills are promoted through various activities organised under Innovation and Entrepreneurship Development Cell (IEDC) under Kerala Start Up Mission and ED club - Government of Kerala. The institution offers add-on and certificate courses to make students proficient in professional skills and has partnered with NSDC under Skill India Mission. College has established an innovation ecosystem

and conducted workshops on Robotics, Hackathons, Cyber security and IoT. It honours successful student entrepreneurs and conducts workshops on IPR regularly. Additional Skill Acquisition Program (ASAP), Government of Kerala Unit also functions in the college. College collaborates with the alumni establishments in the skill development initiatives. The IIC of the college organised Impact Lecture Series in 2022. College has agreed to implement the Young Innovators Programme (YIP).

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

The institution gives focus on disseminating Indian values and knowledge to shape the young minds for meeting their future challenges. Institution conducted certificate course on YOGA and the practical sessions are demonstrated in the YOGA centre established in the college. YOGA day is celebrated every year demonstrating various 'asanas' to students. College is located in a rural area where 'Ayurveda' has deep roots. Kottakkal Arya Vaidya Sala which is considered as a premier centre in Ayurveda has conducted an Ayurvedic Medical Camp in the campus. The late Padma Bhushan Vaidya Ratnam P.K.Warrior, the management trustee of Kottakkal Arya Vaidya Sala, planted a medicinal tree in our campus as a symbolic gesture of honouring Ayurveda. Seminars on Vedic Mathematics, Astronomy, Indian ethos, Indian tourism and Indian Mythology are organised by various departments. Bharathiya Bhasha Diwas is celebrated with competitions in different languages. As part of Ek Bharat Shrestha Bharat Campaign, college organized all India tour every year to explore the cultural and linguistic diversity of our great nation. Books, pictures and movies invoking the memories of freedom struggle, are made available in Gandhi corner of central library. Films and shows based on the Puranas and Indian Myths are screened in the campus.

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

The institution has given thrust to Outcome Based Education to identify inherent skills and potentials of the learners and their cognitive levels. The curriculum clearly states Program Outcomes (PO), Program Specific Outcomes (PSO), and Course Outcomes (CO).To sensitize faculty members in OBE, IQAC has conducted workshops on OBE and Blooms Taxonomy. During the student induction program, the students are given an orientation on the Outcome Based Education paradigm and the Program Outcomes are explained to the students and also published in the college website. Each class begins with stating the expected outcomes and teachers use direct and indirect methods to measure the level of

outcome attainment. The ICT cell of the college developed a software to quantify outcome attainment.

## 20.Distance education/online education:

College has given utmost care to embrace technology in teaching - learning process. College has a state-of-the-art e-Content Development Centre (e-CDC) which has already aired number of video lessons of teachers and students. The institution sets the platform for the students to avail of them facilities like MOOC, SWAYAM, e-PG Pathasala, and NPTEL to enhance their learning levels. The institution library is digitalized with access to e-Books, e-Journals, and a well-established institute content repository. Students are provided with the facilities of NDL (National Digital Library) through which they can access books in a digitalized format. The complete data in connection with the library is integrated with the institutional website through KOHA. College is an approved examination centre of distance education of Calicut University. Teachers participate in the question paper setting, assessment process and content preparation of distance mode of education.

## Extended Profile

### 1.Programme

1.1	489
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1	2832
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	847
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>
2.3	856
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	107
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	107
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	69
Total number of Classrooms and Seminar halls	
4.2	5,92,67,565.46
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	297
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

- The Institution is affiliated to University of Calicut and follows curriculum, syllabi and academic calendar of the university.
- College council prepares academic calendar in tune with CUCBCSS.
- College website provides details regarding programmes and courses offered, POs, PSOs, COs and link to the latest regulations of university.
- Students and parents are given counselling about the institutional objectives, syllabi, examination pattern and attendance.
- Ideas envisaged by the institution are conveyed through prospectus, induction programmes, bridge courses, calendar, mentoring system and PTA meetings.
- College council, IQAC and accommodation committee jointly prepares master time table and action plan.
- Department council and coordinators integrate all works related to CBCSS UG and PG, time table, academic calendar and action plans of the department.
- Class tutor advises the student in academic matters and ensures timely curriculum delivery and evaluation.
- For effective curriculum delivery, remedial coaching, flipped and blended learning, seminars, workshops, quizzes, projects, field trips, industrial visits, extension activities and internships are implemented.
- Certificate and add on courses supplement skill development initiatives.
- Institution integrates its e-content development facility for the curriculum transaction.
- Documentation is ensured through class diary, teacher's diary, tutorial register, lesson plan, Mentors book, SAR, Syllabus Completion Report, Academic Audit Report, Feedbacks and ATRs.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://masc.edu.in/about-us/college-council/">https://masc.edu.in/about-us/college-council/</a>

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

The institution has a strong operational mechanism to ensure that it adhere to the academic calendar of University of Calicut.

- The college council and IQAC prepares college academic calendar in tune with university academic calendar by integrating all activities.
- Master and department time tables are prepared by allocating required hours for theory and practical courses.
- Teaching and action plans of individual department, cells, clubs and forums align with the university calendar and implemented accordingly.
- College and department councils are convened on a regular basis to confirm that the institution stays on the schedule.
- Institution adheres to the CBCSS Syllabus pattern for both teaching and CIE.
- Components of evaluation include:

Two test papers

Attendance

Seminar

- Internal Examination Cell supervises CIE and marks are communicated to students through college website and submitted to the university portal on time
- College conducts university examinations as per university schedule in each semester.
- Evaluation comprises 20% internal and 80% external components, following transparent criteria.
- A three-tier grievance redressal mechanism is in place to deal grievances of CIE.
- IQAC monitors all academic activities adhere to the academic calendar and ensure that departments action plans, annual reports, ATR, and syllabus completion report are submitted by the concerned.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://masc.edu.in/academics/academic-calander/">https://masc.edu.in/academics/academic-calander/</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**

**24**

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
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)

19

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

1495

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 courses in the curriculum are designed to address the cross-cutting issues relevant to the said values.

- 31 modules are focusing professional ethics, culture and values, 57 modules cover topics related to human values.
- For a better learning experience, organized quizzes, surveys, invited talks, seminars, field visits and day observations under various cells, clubs and forums.
- NSS volunteers handed over medical aids to cancer patients and palliative care units, visited old age homes, organized blood donation camps and built 'Abhayam'.
- Social inclusion project of department of sociology "A Day with Paniya Tribe"
- Workshop on fake news and fact checking.
- Observed Human rights day, National unity day, National integration day and Suicide prevention day.



- 67 modules in 11 programs and 18 courses dealing with gender issues and equality moves.
- WDC conducted acting and anchoring workshop, seminar on sustainable menstruation.
- Debate on gender equity on Women's day.
- 75 modules in 12 programs covering environmental protection, sustainable development and renewable energy resources.
- College's environmental policy strictly advocates green protocol in campus.
- Use of green energy, workshops on solar energy and LED bulbs.
- Swachhata and tree planting campaigns, participated in Swachh Sagar Surakshit Sagar Abhiyan
- Observed World environment day, Wetlands day and Ozone day.

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

41

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

857

File Description	Documents
Any additional information	<a href="#">View File</a>
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://masc.edu.in/igac/feedback/">https://masc.edu.in/igac/feedback/</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>

**1.4.2 - Feedback process of the Institution may be classified as follows**

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://masc.edu.in/igac/feedback/">https://masc.edu.in/igac/feedback/</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**

1049

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**

731

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 categorizes students as slow and advanced learners based on marks in qualifying examination and performance in post-induction and bridge course test for first-semester, CIE and university examination results for higher semester students.

- An induction program 'Deeksharambh' and Program wise bridge course is arranged for all first-year students.
- Mentor assesses the levels of mentees through one to one and group interactions.

**Special Programs for Advanced Learners - UDAAN**

- Workshops on Robotics and Cyber Security.
- e-CDC video lessons
- Intensive skill training in media and Molecular biology techniques
- Research lab visits
- Internships
- Meet the Expert" sessions with industry professionals

- MINE project for NET-JRF coaching
- "Meet the Alumnus" with prominent Alumni
- Participation in management, tech, media fests and national seminars
- Publication, presentation and review of research papers
- Active involvement in college innovation ecosystem
- Utilize MoUs with industry and research institutes to explore talents.

#### Special programmes for slow learners - PRAGATHI

#### Wings

- Remedial coaching.
- Study camps and crash courses
- Simplified study materials.
- Teach and test method, including previous question paper discussions.
- Mock practical and viva voce
- Exam-based revision classes

#### Mithra

- Video lessons from e-CDC for personalized learning.
- Peer group teaching offline and online.
- One-to-one tutorials.
- Access to e-question bank and video lectures.

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/e-content-development-center/overview/">https://masc.edu.in/e-content-development-center/overview/</a>
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
2835	107

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

### Experiential learning

- Production of short films, travelogues, and interviews.
- Videography, editing, graphics, and animation, website development, newspaper making and campus radio.
- Debates, anchoring, compering, mock interviews, extempore, news reading, film reviews, plays and skits.
- Pain balm making, sanitizer preparation and Chemical waste management
- Food, water and rubber quality test, medical laboratory practices and veterinary microbiology
- LED bulb making and repairing of electrical home appliance
- Interaction with tax consultants, CAs, financial experts, lawyers and entrepreneurs
- Study tour, industrial visit and field trips

### Participatory learning

- Day observations with Quiz and debate.
- Spell-bee, creative writing, manuscript magazine, and wall magazines.
- Peer teaching, seminars and group discussions.
- Participated in several media fests conducted by other universities.

### Problem solving Methodology

- Workshops on Computational Chemistry, utilizing software tools like Origin, ChemSketch, CHEMDRAW, and Mendeleev.
- Water testing and microbe analysis in college and hostel water bodies, employing software-supported methods such as RASMOL for protein structure analysis, BLAST for sequence analysis, SWISS PROT for protein structure analysis, EMBOSS for sequence analysis, CLUSTAL OMEGA for sequence alignment, Neighbor-joining method for phylogenetic tree analysis, and HOMOLOGUE MODELING with SPDBV.
- Utilized Python software, Latex and graph theory in coursework.
- Filed RTI queries in government offices as part of their learning process.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://masc.edu.in/national-service-scheme/">https://masc.edu.in/national-service-scheme/</a>

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

- College embraced ICT enabled tools to use it in classrooms, labs, and offices
- ICT policy of the institution advocates and institutionalized an ICT monitoring cell
- Google Classroom is the LMS platform used
- Virtual Reality, Augmented Reality studio and Preview Theater.
- All classrooms are digitally connected and Wi-Fi enabled
- LCD projectors, computers, laptops, smart TVs, smart boards, video conferencing facilities.
- Android Studio, Wamp Server, Visual Studio Code, SQL, Ubuntu Linux and Java SDK
- e-CDC for recording, editing and broadcasting video lectures.
- Access to 6,293 electronic journals and 31,95,809 e-books through NLIST and a college component of e-Shodh Sindhu.
- e-resources of UGC, e - PG Pathshala, NPTEL and D Space.
- Digitalized library facilities like OPAC and INFLIBNET.
- YouTube Channel is maintained by e-CDC.
- Live board, Geogebra software, Math editor, Math Solver, Open Board.
- Tally ERP, SPSS, Gaussian application software, ChemSketch, CHEMDRAW and Origin, Python and LATEX software, RASMOL - Protein structure, BLAST, SWISS PROT-Protein structure, EMBOSS-Sequence analysis, CLUSTAL OMEGA - Sequence alignment, Neighbor - joining method - Phylogenetic tree, HOMOLOGY MODELING - SPDBV.
- Multimedia headphones, webcams, sound recording software (AVID Protools HD) and devices.
- Online assessment tools like Kahoot! and Google forms are used for instant feedback, making assessment more dynamic

and informative.

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

107

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

107

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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

4

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

526

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 minimum two internal examinations in every semester.
- Institution has evolved its own internal assessment practices to make it transparent and robust
- Internal Examination Cell (IEC) with a teacher in charge as coordinator
- All procedures of examinations come under the responsibility of the IEC.
- Syllabus and schedule were informed to the students well in advance
- Surveillance by vigilance squad, comprising heads of the



department and CCTVs ensures transparency and efficiency.

- Internal assessment of project work is done based on its content, presentation, final conclusion and orientation to research aptitude.
- Hourly attendance is recorded to get attendance component of internal assessment.
- Academic calendar, lesson plans and teaching plans are prepared in advance to ensure portion completion well before the evaluation process.
- Students are given two chances for supplementary internal examinations if they cannot attend the scheduled examinations for genuine reasons.
- Valued answer scripts and assignments are returned to the students
- Chance to address student grievances through Grievance Redressal Cell.
- The final score sheet is endorsed by the student before forwarding to the office of the university Controller of Examinations
- Mapping of PO, PSO and CO are done by all departments using a software developed by our ICT cell.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://masc.edu.in/academics/evaluation-policy/">https://masc.edu.in/academics/evaluation-policy/</a>

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

- College has a proactive, well-structured Grievance Redressal Committee for redressing of student grievances of internal assessment monitored by IQAC.
- Three tier grievance redressal mechanism viz, department, college and university levels.
- Department and college level issues are being resolved within two days on receiving the grievances.

Department level:

- Each department has a grievance redressal committee comprising of course teacher, one senior teacher (tutor) and an elected student representative as members and HoD as its

chairperson.

- Students are free to approach the committee for grievance redressal.
- Tabulation errors, grievances related to answers, attendance and conducting the compartment examination were resolved within two days.

College level:

- College level grievance redressal committee comprises student advisor, two senior faculty members, two college council members and elected representatives of the students as members and Principal as chairman.
- Issues that go beyond the capacity of the department level committee were addressed by the college level cell.

University level:

- This level comprises Registrar, Controller of Examinations, Syndicate member (student elected), two Syndicate members, Dean of Student Welfare and Director, College Development Council.
- The university resolves the issues in a stipulated time.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://masc.edu.in/academics/evaluation-policy/">https://masc.edu.in/academics/evaluation-policy/</a>

## 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 institution has taken initiative to introduce Outcome Based Education (OBE) in curriculum.
- For all the Undergraduate and Postgraduate programmes, Programme outcome (PO), Programme Specific Outcome (PSO), Course Outcome (CO) are drafted through discussions with all the stakeholders and communicated to teachers
- College has identified generic skills such as critical

thinking, problem solving, effective communication, social interaction, global perspective, computational thinking, ethics and values, environment awareness and lifelong learning as the Programme outcome, carefully crafted by keeping the vision of the institution.

- The PO, PSO and CO were stated well in advance, displayed in the college website, and printed in the college academic calendar.
- IQAC and TLC have conducted workshops to familiarize the teachers on Outcome Based Education
- Outcomes are communicated to students through Student induction programs and bridge courses
- Tutors have also transacted the same during the tutorial hours
- Course outcome is stated in all the regular online and video lectures released from the college e CDC
- A Course outcome linked teaching plan is prepared by all the faculty members and is communicated in the class at the beginning of each course.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://masc.edu.in/academics/po-pso-co/">https://masc.edu.in/academics/po-pso-co/</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 Programme Outcome (PO) and Course Outcome (CO) are systematically evaluated by the institution by direct and indirect methods.
- College ICT Cell has developed a software to evaluate PO, PSO and CO attainment.

#### Direct Method

- Attainment Target of Course Outcome and Programme Outcome are arbitrarily fixed and thereby under attainments are evaluated and recommendations put forward.
- PO and CO are determined by evaluating Continuous Internal Evaluation (CIE) and end semester examination result.
- CO attainment is calculated by estimating the percentage of marks scored in the corresponding taxonomy of questions.

- The calculation of level of attainment of outcome is done by mapping the CO and PO Matrix

#### Indirect method

- The two indirect methods used to determine CO, PO, PSO are:
  1. Programme Exit Survey
  2. Alumni Survey.
- In the programme exit survey, the outgoing students are provided the questionnaire about the course outcome attainment and feedbacks were collected, analyzed and action taken report prepared for future improvement.
- Alumni survey and employer feedback were also used as a complementary procedure to identify the course outcome attainment

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://masc.edu.in/academics/po-pso-co/">https://masc.edu.in/academics/po-pso-co/</a>

### 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

525

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://masc.edu.in/about-us/annual-report/">https://masc.edu.in/about-us/annual-report/</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)

<http://igacmajlis.masc.edu.in/MISCELLANEOUS/sss.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)**

1.10

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
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**

1

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**

2

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://ncwapps.nic.in/WriteReadData/ScanDocuments/Eproposals/OfficeOrder/NoticeCBPD/PGuidelinesFY20222023.pdf">https://ncwapps.nic.in/WriteReadData/ScanDocuments/Eproposals/OfficeOrder/NoticeCBPD/PGuidelinesFY20222023.pdf</a>

### 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 developed an eco-system for innovation and progression of ideas of students and teachers.

- Organized workshop on Robotics, Internet of Things (IoT), Cyber Security and Ethical Hacking
- ED Club supports the students for building an entrepreneurship culture among students through various programs with funded support from Government of Kerala.
- ED club organized workshops on idea generation, software developing, IPR, LED bulb making, glass painting, Food processing, eco-friendly educational tools. Talk with successful entrepreneurs and industrial visits are also organized.
- The college IEDC has funded collaboration with Kerala Start Up Mission for promoting innovation ecosystem.
- Organised workshops on digital art, public speaking (MIIAW 2022) and LinkedIn.
- Tech Expo (Ansys 2022), Leadership campaign on technology, innovation and entrepreneurship, Young Innovators Programme (YIP)
- National Conferences on Phytomedicine and Innovations in Chemical Research
- StackHub MASC is a techie Community of the college to promote idea generation and implementation. It has a sister community WIT (Women in tech) to promote woman participation in innovation.
- Developed a Fertilizer-cum -Pesticide (Pencifert) and applied for patent (Indian Patent Application

No.202241005351).

- It has established an Agribiotech unit as part of its research outreach activity.
- Institution is approved skill training centre for NSDC under skill India initiative.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://masc.edu.in/iedc/">https://masc.edu.in/iedc/</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

14

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

3

File Description	Documents
URL to the research page on HEI website	<a href="https://masc.edu.in/research-and-innovation/cutting-edge-research/">https://masc.edu.in/research-and-innovation/cutting-edge-research/</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

3

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

20

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

College organized a number of institution village interface activities to sensitize students towards rural empowerment and community-oriented programmes.

- Green Agro-Micro Tech unit promotes preparation of organic food products, bio- fertilizers and bio-seed. The unit developed and distributed organic bio-fertilizer cum pesticide to the farmers and the yield was excellent.
- Training to Kudumbashree units in mushroom cultivation and mushroom spawn production.
- Laboratory facilities are offered to research scholars and interns of neighboring institutions
- Water quality testing conducted in neighboring villages.



- Oorjja Mithra created awareness on energy conservation and environmental sustainability.
- Organized blood donation drives and won award from the Blood Transfusion Department, Government Taluk Hospital, Perinthalmanna.
- Donations to patients with terminal illness
- Renovation and cleaning of Govt Primary Health Centers and Anganwadis
- Beautification of highway side and setting up of pedestrian pathways.
- Football camp for Divyangjan
- Training in paddy cultivation
- Donated 300 books to Govt LP School library
- Anti-drug campaign in Valanchery Municipality
- Donated food kits to old age homes.
- Participated in New India Literacy Survey, Swachh Bharat Abhiyan and Swachh Sagar Abhiyan.
- Handed over home under Abhayam project.
- Tribal empowerment programme (Ooru Project).
- Financial support to the needy for building house.
- Won best NSS volunteer award from the University.

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/national-service-scheme/">https://masc.edu.in/national-service-scheme/</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

6

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**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**

29

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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**

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.5 - Collaboration**

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

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

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

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

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

24

File Description	Documents
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>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

College has excellent infrastructural facilities such as classrooms, laboratories, seminar halls, library, hostels and bus to support academic activities in the campus.

- There are 65 ICT enabled classrooms with smart TV and Wi-Fi facilities.
- LCD projectors and network connection (LAN/Wi-Fi) to integrate technology in the teaching-learning process.
- Separate faculty rooms for faculty members in each department with computer, Wi-Fi/LAN and printer facility.
- The college has five air-conditioned computer laboratories for UG and PG students

- Photography studio, AR - VR floor, Audio recording and mastering studio, animation and graphics studio.
- Well-equipped for UG and PG laboratories for Chemistry, Physics and Microbiology
- e-CDC (e-Content Development Centre) to develop e-Content for students and teachers.
- Open-air classes (Bhoomi Mithra) set in the college, which provides an eco-ambience with fresh breeze under the trees.
- 'Mozhi' Campus radio explores entertainment and academic news.
- 'Majlis Observer' campus newsletter, a platform for experiential learning of media students.
- Separate examination hall with CCTV surveillances
- Air-conditioned auditorium, Audio-Visual Hall, Preview Theater and open auditorium provide stage for conducting, seminars, workshops and cultural programmes.
- Space for counseling and Yoga.
- College library is situated in a prime area of the campus with area 254.00 m<sup>2</sup>.
- Language lab, Digital library, D Space and NLIST.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://masc.edu.in/photo-gallery/">https://masc.edu.in/photo-gallery/</a>

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

- Ground for conducting sports and games.
- Separate court for volleyball, basketball, kabaddi, Tug-of-war, badminton (Indoor and Outdoor) and Cricket nets
- Sepak takraw court and throw ball court.
- Facility for indoor games in an area of 121.18 m<sup>2</sup>, for Table Tennis, Carroms, Chess
- A sophisticated Fitness Centre with a spacious multi gymnasium is functioning effectively in the institution. The centre is well equipped with Bench press Bench, Home gym multi exerciser, twister, dumbbells, barbells, squat stand, gym ball, yoga mat and abdomen exerciser
- Two auditoriums and audio-visual hall
- Open auditorium with 2000 seating capacity for conducting arts fest, annual day and departmental activities.
- College yoga centre is set up in order to induce tranquility

and serenity of mind.

- Creative corner near by canteen is earmarked for street plays and other promotional programmes.
- Multipurpose hall
- Moulana Azad Women's Hostel
- Students are trained in sports, games and cultural activities under the guidance of qualified and specialized trainers.
- Bhoomimithra open space is used for cultural activities and creative discussions
- Preview theater is used for performing drama, plays and for screening telefilms and cinemas.
- Mozhi campus radio for broadcasting cultural and curricular podcasts.
- Studio for recording music and voice dubbing.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://masc.edu.in/department-of-physical-education/">https://masc.edu.in/department-of-physical-education/</a>

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

69

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://masc.edu.in/facilities/ict-facilities/">https://masc.edu.in/facilities/ict-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)

1,53,99,556

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)

- College has a good library which caters the needs of the faculty and students in providing the required learning resources at the right time. It occupies a total area of 5522 sq and stocks 16824 books.
- The college library consists of a central library together with ten departmental libraries.
- 'KOHA' ILMS Software is used for the execution of core areas of library operations such as inventory management (Cataloguing, acquisition, indexing), bar code of books, journals and documents, Online Public Access Catalogue (OPAC) for searching library documents by the users, membership creation, circulation (check-in/check-out, reservation), periodic report generation of library transactions and library administration.
- OPAC ensures anywhere access of library catalogue.
- Digital library with high-speed internet, Wi-Fi access and power backup to access the e-resources
- Digital library gives access to 6,293 electronic journals and 31,95,809 e books through UGC N-LIST, NPTEL video lectures, open access journals and databases.
- Subscribed 48 periodicals and 12 newspapers.
- There is a stock of 164 question bank and 670 CD/DVDs.
- The library offers reprographic facility for students and staff.
- College library has become a member of National Digital Library (NDL) and Shodhganga.
- D-Space integrated with KOHA provides digital copies of question papers and various e-resources.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://masc.edu.in/facilities/library/">https://masc.edu.in/facilities/library/</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** A. Any 4 or more 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)**

10,44,872.00

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

389

File Description	Documents
Any additional information	<a href="#">View File</a>
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 has been updating its IT facility in terms of data storage capacity, internet speed, and computational power regularly.

- ICT cell coordinate all ICT related activities and updates IT facilities as per the IT policy.
- There are 320 computers in computer labs, library, departments, office and examination cell.
- Broadband Connection: College has two broadband connections (BSNL and Asianet).
- Wi-Fi facility: Previously the college has 10 WiFi access points and now it is 18.
- CCTV: In previous academic year the total number of CCTV is 48 now it is 56.
- Softwares: Software of computer labs are upgraded regularly according to the needs of the syllabus.
- Operating System: The institute has license copies of Windows Operating System and also works with Ubuntu and updated regularly.
- Networking Peripherals: In order to increase the network facility in the campus the number of network switches are increased.
- Public Addressing System: Public addressing system is extended.
- I/O Devices: The institute purchased printers as per the requirements given by the departments.
- Media Lab/Video Lecture making Facility: The institute has a well-equipped media lab where faculties can prepare their video lectures.
- Anti-Virus Software: All computers are protected from virus by using anti-virus software and updated regularly.



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://masc.edu.in/facilities/ict-facilities/">https://masc.edu.in/facilities/ict-facilities/</a>

#### 4.3.2 - Number of Computers

290

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

#### 4.3.3 - Bandwidth of internet connection in the Institution B. 30 - 50MBPS

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

7,823,020

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

- Monthly co-ordination committee meeting to discuss the maintenance and up gradation of all facilities.
- Principal collects requirements from all stakeholders to present it in the co-ordination committee meeting.
- Management committee has assigned overall charges of maintenance to the Chief Administrative Officer.
- Annual audit and stock taking of the physical, academic and support facilities is undertaken for assessment and evaluation.
- Maintenance Supervisor is responsible for maintenance of all facilities.
- Cleaning staff maintains campus cleanliness and are monitored by maintenance liaison officer.
- Water quality checking and chemical processing is carried out.
- College has a network and system administrator.
- Students are instructed to follow SOP for using systems.
- Each laboratory is under the supervision of HoDs.
- Assistants are appointed in all labs for technical assistance & monitoring.
- Attendance register is maintained to record the utilization of laboratory.
- College librarian, assistant librarian and a library assistant are the in charges of maintenance of library.
- The library assistant is the in charge of reprography and the revenue is utilized for book binding.
- Annual stock taking and maintenance of the library books is carried out every year.

- Physical education trainer is in charge of the utility and maintenance of the equipment of sports, games and gymnasium

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://masc.edu.in/about-us/quality-policy/policy-documents/">https://masc.edu.in/about-us/quality-policy/policy-documents/</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

7

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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

88

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://masc.edu.in/">https://masc.edu.in/</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**

**2104**

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

**2104**

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>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student**

**A. All of the above**

**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**

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

## 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

29

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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

102

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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**

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
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	<a href="#">View File</a>
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 )

- College students' union provides a platform for the development of leadership qualities, organizational skills and creative talents.
- Union election is conducted through a democratic, transparent, free and fair process (parliamentary mode) as per the recommendations of the Lyngdoh Committee and election rules of university.
- Union comprises of chairperson, vice chairperson (lady), general secretary, joint secretary, two university union councilors, fine arts secretary, student editor, sports general captain and departmental association secretaries.
- Union organizes a number of programmes related to various literary, cultural, sports and games events, management fest, media fest, food fest, and debates.
- Publication of college magazine by incorporating the literary works of selected students.
- Fine arts secretary is in charge of organizing and ensuring participation of students in the college and university level literary, cultural and fine arts competitions.
- Student editor is in charge of publishing the annual college magazine which depicts various talents of the students.
- General captain is in charge of organizing competitions of athletics and various games.
- Union chairperson and department association secretaries are the student representative of IQAC.
- Association secretaries with the backing of the students' union coordinate programmes at the department level
- Student representation is ensured in all clubs and forums.

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/photo-gallery/page/2/">https://masc.edu.in/photo-gallery/page/2/</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

29

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

- **MASCOSA (MPM/CA/202/2021) is the registered alumni association of the college which strives to enrich a lasting bond between old students and their alma mater.**
- **The alumni association has been actively contributing to their alma mater all these years towards academic and financial means.**
- **College wise and department wise alumni meetings are held in the college.**
- **Non-financial contributions involve campus placement, placement assistance, supporting departments for organizing seminars, workshops, institution-industry partnerships, and intellectual contribution in the form of resource persons.**
- **Interaction with alumni to motivate newly enrolled students during induction and bridge course.**



- UAE alumni organized logo designing competition among students and awarded prizes.
- Alumni support and contribution also involved in giving coaching to students in fine arts programmes and sports.
- Department of Physics organized a national seminar by inviting its alumni Dr. Raman Namboothiri, NIT Calicut and Dr. Venugopal (Assistant Professor, Govt. College Perinthalmanna)
- Alumni of department of Chemistry donated an eye washer to the lab.
- Alumni of department of commerce donated a water cooler in the loving memory of a former student, Mr. Sajid.
- 'Meet the Alumni Entrepreneur' program organized by department of Computer Science
- A total of ₹ 2,04,200 financial contribution is received from alumni of various departments.

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/mascosa-alumni-association/">https://masc.edu.in/mascosa-alumni-association/</a>
Upload any additional information	<a href="#">View File</a>

#### 5.4.2 - Alumni contribution during the year D. 1 Lakhs - 3Lakhs (INR in Lakhs)

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

- Mission focuses on academic and professional excellence, quality learning and research experience, human values and spirit of service, training in career and life skill sets, passion for the society and love for the nation.
- Vision and mission are translated and implemented through the bottom to top approach and stakeholder participation.

- Management committee, Governing body patronizes the implementation of action plans and policies through manager.
- Principal is entrusted with the responsibility of managing the day-to-day affairs of the college with the help of statutory bodies, administrative office, PTA and Alumni.
- Department council and DQAC are chaired by HoD, supported by a department coordinator
- Perspective and quality improvement strategic plans are devised and executed through various bodies.
- Admission policy ensures social inclusion.
- Value education promoted through NSS, clubs and forums
- Training on skills required to the industry 4.0
- ICT enabled classrooms for quality teaching learning experience.
- Techno pedagogy could be institutionalized through e-CDC.
- The institution strives to become an Autonomous Degree Granting Institute as envisaged in the 'NEP 2020' and suggested by NAAC peer team

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/about-us/quality-policy/policy-documents/">https://masc.edu.in/about-us/quality-policy/policy-documents/</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.

- Follows decentralization and participative management for effective implementation of various institutional practices.
- College union election, arts and sports are conducted through participative management.
- Internal academic audit and CIE, publishing of college magazines and NSS activities follow participatory management.

Case study: Career guidance and placement

- A proactive career guidance and placement cell which has a college level coordinator and department coordinators.
- Department coordinators take the help of tutors, mentors and student representatives of the class.
- College and department level student coordinators and class level coordinators ensure decentralization and participative

management.

- Coordinator at college level in consultation with the Principal, HoDs, college council, student representatives, tutors and mentors conduct career guidance and placement activities.
- College appointed a special officer for placement.
- Sperate motivation and counselling for slow and advanced learners.
- CGC organized campus recruitment drives successfully during last year through a fully decentralized process.
- CGC coordinator, student coordinators and special officer will arrange firms with job vacancies.
- Recruitment drive is organized in three stages, viz; screening through written test, Pre-recruitment training and interview and each stage is supervised by Principal, Vice Principal, Academic Director, and HoDs.
- Principal delegates the authority to CGC coordinator and special officer for successful conduct of placement drive.

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/career-development/job-placement-services/">https://masc.edu.in/career-development/job-placement-services/</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

The strategic plan of the college focus on value-based education, innovation and research for rural empowerment, employability skill development, institutional quality assessment, technology integration, faculty enrichment, social inclusion, gender equality and environmental awareness.

#### ICT integration in teaching learning process

- ICT policy for leveraging the potentials of ICT and e-governance.
- ICT policy of the college focuses on digital coverage to various stakeholders.
- Policy advocates to allocate sufficient fund to strengthen

technology infrastructure with respect to advancement in the industry.

- ICT Monitoring cell recommends necessary upgradations.
- Management committee adopted all measures to strengthen the ICT infrastructure progressively

ICT monitoring cell: implementation of strategic plan

- BSNL selected our college as a spot for free Wi-Fi project.
- BSNL lease line broadband connection and Asianet satellite communication optical fibre has been activated.
- Media and Computer science labs were updated with a greater number of high configurations systems.
- e-Content Development Centre for ubiquitous knowledge dissemination by teachers and students.
- Orientation programs for teachers to make them familiar with e-CDC
- Subscribed Google for education and Google Cloud (2TB)
- All classrooms are digitally connected
- Website updated with online admission facility, login (Student, parent and teachers), alumni registration.
- KOHA, OPAC and D-Space in library
- Computer student ratio below 1:10.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://masc.edu.in/e-content-development-center/overview/">https://masc.edu.in/e-content-development-center/overview/</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.

Management committee, governing body, college council, IQAC and department council are the important bodies to implement policies.

- Management committee and governing body are the apex bodies.
- College council is the statutory body under the chairmanship of Principal.
- IQAC has a significant role in initiating various quality practices. Principal is the president and a senior faculty is the IQAC Coordinator.

- Department council composed of HoD, department coordinator and all teachers are members.
- HoDs monitor the curricular and co-curricular activities.
- College superintendent is the head of the non-teaching staff.
- Vice Principal takes charges of the Principal in his absence.
- Academic director of the college acts as link between management and college administration.
- Admission committee, library advisory committee, internal evaluation cell, university examination cell and discipline committee are part of administration.
- Tutors and mentors provide academic and non-academic support.
- PTA has a significant role in implementing policies.
- Chief superintendent, additional chief superintendent, assistant superintendent are the in charges of examinations.
- Management follows a transparent procedure for recruitment of staff.
- Institution follows the work load and service rules of university.
- Promotion policies are linked to performance which is monitored by self-appraisal reports and feedback.
- Student admission is conducted through CAP of university.

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/igac/">https://masc.edu.in/igac/</a>
Link to Organogram of the institution webpage	<a href="https://masc.edu.in/about-us/organogram/">https://masc.edu.in/about-us/organogram/</a>
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
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

Management provides various welfare measures for all staff to upgrade their professional and administrative competency.

- EPF for all staff.
- Earned leave surrender and encashment facility for non-vacation staff.
- Maternity leave.
- Seed money to promote research.
- Accommodation and transportation facility for female staff.
- Facilities of daycare and nursery school are provided to the children of employees.
- Free internet and Wi-Fi facility.
- FDPs and refresher courses are organized
- Special dining area for the staff in the canteen.
- Guest house facility for staff.
- Parking facility is provided for all staff.
- On Duty leaves and TA for attending seminars, workshops and FDPs.
- Library facility is available for the staff even after the regular working hours.
- Recreation room for the staff.
- Staff club organized various welfare activities.
- Achievements of staff members are appreciated and honored.
- Games and cultural events are conducted to enhance physical and mental strength.
- Financial assistance for the medical treatment of the staff.
- Physical fitness and yoga facility to staff.
- Provision of medical and casual leaves.
- Free uniform for security guards.
- Separate washrooms are provided.

- Rest area for housekeeping staff.
- Meditation and prayer hall facility for staff.
- CCTV cameras for ensuring safety and security of staff.
- Comfort room for lady staff.

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/about-us/quality-policy/policy-documents/">https://masc.edu.in/about-us/quality-policy/policy-documents/</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

107

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

2

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

107

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
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

Institution has envisaged an effective mechanism to evaluate the performance of teaching and non-teaching staff.

#### Monthly Self Appraisal Report (SAR):



IQAC has initiated a documentation system to record the activities of the faculty members and administrative staff on a monthly basis. The practice enables faculty members to evaluate the progress of the curriculum in tune with the prepared teaching plan and timely completion of tasks assigned.

**Student feedback on Teachers:**

Student feedback system is implemented and action is taken for the overall improvement of teaching-learning process. After analyzing the assessment report, Principal provides suggestions for improvement to the faculty members confidentially.

**Exit survey**

An exit survey on teacher quality and infrastructure is conducted by participating the outgoing students which is useful for quality enhancement of faculty members.

**Academic Monitoring Cell (AMC).**

Members of the AMC are Principal, Vice Principal, Academic Director and IQAC core committee. As part of internal academic audit, teachers' diary, tutorial register, class diary, monthly lesson plan, student's feedback and portion completion statement are evaluated by AMC.

**Annual Reports**

HoD prepares the annual reports and published in the college annual magazine.

**Feedback from External Stakeholders:**

Feedback on syllabus, teaching- learning process and infrastructure facilities from various stakeholders.

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/iqac/">https://masc.edu.in/iqac/</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

Institution conducts financial audits in a three-tier system.

Institutional level

Management level

External audit

College accountant is in charge of the financial activities of the institution. Petty cash book is maintained for meeting recurring expenses. All payments are updated in the ERP software after manual verification of supporting vouchers. Daily receipts and payment will be consolidated, Principal verifies the same and forwarded to account section of the management.

Internal audit includes:

Checking compliance with policies, laws and regulations.

Verification of cash book

Examining the bank passbook

Admission record verification

Verifies acknowledgement letters with regard to scholarships.

Management has appointed head accountant and financial auditor to conduct the daily internal audit.

Internal audit by the management includes:

Compares budgeted statements with the actual one.

Review the means of safeguarding assets and verifying the existence of such assets.

Verifies fund allocation and utilization

Reviewing and appraising the economy and efficiency with which resources are employed.

**Examines payments for maintenance and other expenses**

**Settle the audit objections raised by the external auditors.**

**External Audits:**

The external audit team is JBS and Associates, Chartered Accountants, FRN007021S. They conduct the external audit and issue the annual audited statements.

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/about-us/quality-policy/policy-documents/">https://masc.edu.in/about-us/quality-policy/policy-documents/</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**

- College has a policy for resource mobilization and optimal utilization. Finance subcommittee of college monitors all financial transactions.
- Major source of fund is the tuition fee collected from the students. For collecting tuition fee, college conducts registration day for each semester.
- Management has a scholarship policy for financially

underprivileged students (Rs. 15 lakhs per annum)

- Sufficient funds are allocated for co-curricular and extra-curricular activities.
- Tuition fee is mainly used for paying salary of staff and for infrastructure augmentation and maintenance.
- Management provides financial support to faculty members for attending FDPs.
- Institution follows both internal and external audit for optimal utilization of financial resources.
- College is run by a society which receives funds from philanthropers and well-wishers.
- One-time PTA fund is collected from students at the time of admission. It is utilized for students' welfare activities
- Departmental alumni associations contribute money for purchasing books, equipments and also for helping students and their family for tuition fee remittance and medical treatment.
- College received minor financial assistance from district industries centre for ED Club.
- Received fund for NSS activities from Ministry of Youth Affairs.
- ? 1 Lakh from National Council for Women for organizing Capacity Building and Personality development Program for female students.

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/about-us/quality-policy/policy-documents/">https://masc.edu.in/about-us/quality-policy/policy-documents/</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

### Self-Appraisal Reporting System

IQAC has put in place a 'Self Appraisal Reporting system' (SAR) for teaching and non-teaching staff.

Each staff is required to submit SAR monthly on the basis of parameters such as courses taught, e-Content developed, research

publication, conferences attended, papers presented, question paper designed, participation in extra - curricular / co-curricular activities and other contributions.

SAR of teaching staff is duly verified by academic monitoring committee and will be forward to the management for final approval.

IQAC follow a specific SAR for the office and administrative staff members. SAR of office staff will be verified by superintendent and Management.

Based on SAR analysis report, IQAC may suggest a re-orientation in the existing system / teaching learning process. Further, for those whose work is up to the mark, IQAC recommends non-monetary incentives like appointment as coordinators of various clubs and forums.

#### Teaching Learning Center (TLC)

TLC is functioning in the college to equip teachers with learning of new pedagogical practices. TLC catalyzes technology integration in teaching learning process. New faculty members are given induction training on outcome defining, adoption of teaching methodology, e-Content development and assessment of outcome attainment to make them familiar the higher education system.

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/iqac/">https://masc.edu.in/iqac/</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

To review teaching learning process, IQAC has implemented academic audit, assessment of outcome attainment, parents meeting and feedbacks.

#### Academic and Administrative Audit (AAA)

AAA is conducted to evaluate the quality of teaching learning and academic administration process based on predetermined benchmarks. AAA is a peer review process including a self-study and a site visit by experts. During internal audit, class diary, teacher's diary, lesson plan, tutorial register, mentoring register and SAR are verified and report is presented in college council for a SWOC analysis.

#### Review of learning outcome attainment

University has incorporated OBE in to curriculum in CUCBCSS 2019. Institution has witnessed incremental improvement in shifting teacher centric to student centric pedagogy mainly due to adapting OBE and integrating technology. Consequently, student centric methods like e-CDC, peer teaching, e Content development by students is institutionalized.

Outcomes are transacted through websites, handbook, induction & bridge courses, video and classroom lectures. Student attributes were connected to teaching-learning activities and course outcomes for creating an integrated learning environment. Outcome attainment is calculated using a software developed by college ICT Cell.

Based on the outcome attainment calculation, IQAC recommended a reengineering of teaching learning process through institutionalizing experiential, participatory, problem-solving methodologies and study camps.

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/iqac/">https://masc.edu.in/iqac/</a>
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://masc.edu.in/igac/tlc/">https://masc.edu.in/igac/tlc/</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

Institution integrated gender equity and sensitization in curricular, co-curricular and extra-curricular activities.

- Different courses in curriculum focus on gender issues.
- WDC prepared and followed gender action plan to conduct various activities
- Provides hostel and transportation facility to women.
- Special care for the safety and security of all students especially women.
- Deployed security personnel and CCTV surveillance at all strategic points of campus and hostel.
- Proctorial system which ensure security under a chief proctor.
- Monitoring visitors' entry through logbooks.
- Proactive anti-sexual harassment cell, anti -ragging cell and grievance redressal cell.
- Female faculty accompany girls in their IVs, study tour, various competitions outside the campus.
- Ladies hostel maintains entry - exit register and roll call.
- 'Pratheeksha' organized Pre-marital Counselling and Parental Counselling.
- Mentor-Mentee System facilitates one to one counselling.
- Common rooms are provided for male and female students.
- Toilets, rest room, meditation and prayer hall, yoga center, sanitary pad vending and incinerating machine, first aid kit, drinking water facility are provided.

- Provides daycare facilities and nursery school for children of staff and students.
- In students' council elections, fifty percentage of seats are reserved for women.
- Acting and anchoring workshop exclusively for girls.
- Seminar on 'Sustainable Menstruation and Menstrual Cups'

File Description	Documents
Annual gender sensitization action plan	<a href="http://iqacmajlis.masc.edu.in/CRITERIA%207/7.1/7.1.1/Gender%20AP.pdf">http://iqacmajlis.masc.edu.in/CRITERIA%207/7.1/7.1.1/Gender%20AP.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="http://iqacmajlis.masc.edu.in/CRITERIA%207/7.1/7.1.1/7.1.1%20aqar.pdf">http://iqacmajlis.masc.edu.in/CRITERIA%207/7.1/7.1.1/7.1.1%20aqar.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**

**Institution follows Swachh Policy and adopts methods to become a zero-waste campus.**

- Conducted green audit
- NSS units and Panchayath adopt sustainable strategies for waste management.
- Separate bins for bio-degradable and non-bio-degradable



waste.

- Biodegradable wastes are deposited in the bio-gas plant, gas is used for cooking, laboratory purposes and residue are used as manure.
- Incinerators are used for burning paper and napkins.
- Micro analysis is promoted in laboratories.
- Promotes vermicompost to use as fertilizer.
- Decorative materials, pen and bags, teaching aids with waste papers.
- Use of paper is minimized through e-governance.
- Septic tanks and soak pits are constructed for managing effluents from laboratory, toilets, bathrooms, hostels, canteen and college buildings.
- Chemical wastes are pretreated before pouring into the pit.
- The bio medical waste generated are disinfected and then deposited in the autoclave.
- Thermoplastic wastes and e-wastes are given to scrap dealers and Haritha Karma Sena of Local Panchayath.
- e-waste management is primarily done by the buyback scheme.
- e-waste is used for the practical sessions in the certificate course on hardware repairing.
- Fume hood for incineration and heating of specific reagents and chemicals.
- Pretreated chemical waste is transferred to charcoal lined pit.
- Certificate course on chemical waste management.

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:

A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

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

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<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	No File Uploaded

**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**

**A. Any 4 or all of the above**

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	No File Uploaded

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

- **Qualified candidates from the disadvantaged communities of the locality are given adequate representation in the appointment and admission process.**
- **While constituting various statutory bodies, the institution upholds its inclusive policy.**

- Promotes tolerance and harmony towards cultural diversity by organizing various arts and cultural festivals comprising various classical, regional and folk events.
- Offers Hindi, English, Arabic and Malayalam as optional languages.
- Bharathiya Bhasha Diwas celebrated with programs in Indian languages.
- Ensures inclusion of various reservation categories in student admission and staff appointment.
- Freeships to students from backward communities irrespective of their caste, creed and religion since 1997.
- NSS Units completed Project "Abhayam 3.0" (Home for Homeless) and organized blood donation camps
- Youth Red Cross team for blood donation, palliative care and other philanthropical works
- Tribal empowerment Programme aimed at promoting the welfare of 'Paniya' tribal community in Nilambur and conducted educational surveys, supplying of study materials, food and consumable items to the community.
- Visited Govt. old age home and VKM Special school as part of the "Voice for Voiceless People" Project.
- Visited Pottery colony in Kuttippuram as part of cultural transmission.
- As part of the anthropological studies, students visited Calicut Kirtidas Ethnological Museum.

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

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

- Constant efforts for sensitizing students and staff about the constitutional obligations, values, rights, duties, and responsibilities of citizens.
- The obligations, rights, duties and responsibilities are given on the college website.
- On Republic Day and Independence Day, National flag is hoisted by the Principal in the presence of all stake

holders and various programs are organized.

- Equal Opportunity Cell, Minority Cell, OBC Cell and SC/ST Cell are functioning.
- National pledge, Preface of Constitution, Rights, and duties, Quotes encompassing constitutional ideas and pictures of national heroes and heroines is displayed in the campus entrance and Library.
- College pays homage to the great freedom fighters on their birth anniversaries and observes Kargil vijaydiwas, Phulwama Martyrdom Day as part of cultivating patriotic fervour.
- Birth anniversary of Mahatma Gandhi was celebrated by organizing various activities.
- Conducts student elections annually to cultivate culture of democracy in the campus as per Lyngdoh commission report.
- As part of problem-solving methodology, students of Media, files RTI queries.
- Gandhi corner is established in the college library to educate generations about Gandhian Philosophy.
- The institution promotes the scientific temper and spirit of inquiry through the campaign against superstitions.
- Seminar on Human Values and Social Justice.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="http://igacmajlis.masc.edu.in/CRITERIA%207/7.1/7.1.9/7.1.9%20aqar.pdf">http://igacmajlis.masc.edu.in/CRITERIA%207/7.1/7.1.9/7.1.9%20aqar.pdf</a>
Any other relevant information	<a href="https://masc.edu.in/national-service-scheme/">https://masc.edu.in/national-service-scheme/</a>

**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**

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	No File Uploaded

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

- World Environment Day is celebrated by organizing tree plantations.
- NSS Units in association with the Women Forest Guards organized a programme for honoring VASANTA SENA, the only women forest patrolling team in India.
- Celebrated Yoga Day with a comprehensive introduction to Yoga Day.
- Celebrated Independence Day (Azadi ka Amrit Mahotsav).
- Gandhi Jayanthi is observed with Oath taking on non-violence and peace.
- 'Limacon 2022' National Mathematics Day celebrated with quiz competition, problem solving, human calculator, group discussion and National Seminar on ' The Mathematics of New Era '.
- Children's Day is celebrated with the students of nearby GMLP school.
- Republic Day is celebrated with the hoisting of national flag by the Principal
- World Radio Day has observed with an exhibition of Documentary 'History and Growth of All India Radio'.
- National Science Day ' Rosette 23, celebrated with a National Seminar titled 'Light Scattering by Microparticles'.
- Organized a river walk to Nilayoram Park on International Day of Action for Rivers.
- Wetlands day is observed with the screening of a Documentary on Gadgil Committee Report.
- Cultural festivals like Onam, Christmas, Holi, Diwali are celebrated.
- Organized a National Seminar as part of tourism day.

- Observed Hindi day, Arabic day and International Mother Language Day.

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.

### Best Practice I

e-Content Development Centre (e-CDC) Ubiquitous knowledge Dissemination

#### Objectives of the Practice

e-CDC is functioning to embrace technology enabled learning system to enhance the quality of teaching and learning.

#### The Context

Following directives of UGC and university to procure knowledge highways and online data bases to provide ubiquitous knowledge dissemination, the institution embarked on extensive project to establish blended learning studio.

#### The Practice

At e-CDC, online contents, and info graphics in every discipline as per the syllabus of UG & PG programs are produced and uploaded to e-CDC YouTube channel.

#### Evidence of Success

e-CDC official YouTube channel has produced and uploaded a good number of videos earning a goodwill for the college in this regard and has been recognized as a benchmark.

**Best Practice II****Destitute Scholarship Scheme (DSS)****Objectives of the Practice:**

This course fee waiver scheme aims to ensure education support to students who are socially and economically challenged.

**The Context:**

It was noticed that some students including advanced learners become part of dropouts due to poor economic background. Considering reports of college council in this regard, management drafted DSS.

**The Practice**

The college governing body will select the beneficiaries through a hearing with the candidates along with their parents after a scrutiny and local enquiry.

**Evidence of Success**

Ensured the representation of students in the college from all social categories in spite of their adverse financial status. Visible decrease in dropout rate from economically backward sections.

File Description	Documents
Best practices in the Institutional website	<a href="https://masc.edu.in/igac/best-practices/">https://masc.edu.in/igac/best-practices/</a>
Any other relevant information	<a href="https://masc.edu.in/igac/best-practices/">https://masc.edu.in/igac/best-practices/</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

**Title of the Program: Rural Empowerment Project undertaken by Majlis Centre for Extension**

**Activities (M-CEA)**



## Introduction

Inspired by PURA (Provide Urban amenities to Rural Area) a dream project envisioned by Dr. APJ Abdul Kalam, college launched Majlis Centre for Extension Activities (M-CEA) is a single window initiative to lead outreach programs and to coordinate various extension activities.

## Background

In 2012, college unveiled Rural Empowerment Project (REP) which was drafted and addressed the people of nearby wards in Edayur and Irimbiliyam grama panchayaths. The REP was preceded by a survey to examine the socio-economic and educational status in the nearby villages. Regular interactions started between college and village people since 2012.

## Rural Empowerment Project (REP)

Programs under REP were implemented through departments, NSS, PTA and management. The activities under REP in 2022-23 are

- Mushroom cultivation & spawn production training for Kudumbasree and distribution of its seeds.
- Installed pipe compost for villagers.
- Blood donation camp, health camp and training in first aid and trauma care.
- Children's library has been set up in Govt. LP School.
- Water quality testing laboratory to test samples of nearby places.
- Training in pain balm making.
- Participated in Swacch Sagar Abhiyan
- Fully furnished house donated under Abhayam project

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

- The Institution is affiliated to University of Calicut and follows curriculum, syllabi and academic calendar of the university.
- College council prepares academic calendar in tune with CUCBCSS.
- College website provides details regarding programmes and courses offered, POs, PSOs, COs and link to the latest regulations of university.
- Students and parents are given counselling about the institutional objectives, syllabi, examination pattern and attendance.
- Ideas envisaged by the institution are conveyed through prospectus, induction programmes, bridge courses, calendar, mentoring system and PTA meetings.
- College council, IQAC and accommodation committee jointly prepares master time table and action plan.
- Department council and coordinators integrate all works related to CBCSS UG and PG, time table, academic calendar and action plans of the department.
- Class tutor advises the student in academic matters and ensures timely curriculum delivery and evaluation.
- For effective curriculum delivery, remedial coaching, flipped and blended learning, seminars, workshops, quizzes, projects, field trips, industrial visits, extension activities and internships are implemented.
- Certificate and add on courses supplement skill development initiatives.
- Institution integrates its e-content development facility for the curriculum transaction.
- Documentation is ensured through class diary, teacher's diary, tutorial register, lesson plan, Mentors book, SAR, Syllabus Completion Report, Academic Audit Report, Feedbacks and ATRs.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://masc.edu.in/about-us/college-council/">https://masc.edu.in/about-us/college-council/</a>

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

The institution has a strong operational mechanism to ensure that it adhere to the academic calendar of University of Calicut.

- The college council and IQAC prepares college academic calendar in tune with university academic calendar by integrating all activities.
- Master and department time tables are prepared by allocating required hours for theory and practical courses.
- Teaching and action plans of individual department, cells, clubs and forums align with the university calendar and implemented accordingly.
- College and department councils are convened on a regular basis to confirm that the institution stays on the schedule.
- Institution adheres to the CBCSS Syllabus pattern for both teaching and CIE.
- Components of evaluation include:

Two test papers

Attendance

Seminar

- Internal Examination Cell supervises CIE and marks are communicated to students through college website and submitted to the university portal on time
- College conducts university examinations as per university schedule in each semester.
- Evaluation comprises 20% internal and 80% external components, following transparent criteria.
- A three-tier grievance redressal mechanism is in place to deal grievances of CIE.

- IQAC monitors all academic activities adhere to the academic calendar and ensure that departments action plans, annual reports, ATR, and syllabus completion report are submitted by the concerned.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://masc.edu.in/academics/academic-calander/">https://masc.edu.in/academics/academic-calander/</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**

**24**

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
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)

19

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

1495

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 courses in the curriculum are designed to address the cross-cutting issues relevant to the said values.

- 31 modules are focusing professional ethics, culture and values, 57 modules cover topics related to human values.
- For a better learning experience, organized quizzes,

surveys, invited talks, seminars, field visits and day observations under various cells, clubs and forums.

- NSS volunteers handed over medical aids to cancer patients and palliative care units, visited old age homes, organized blood donation camps and built 'Abhayam'.
- Social inclusion project of department of sociology "A Day with Paniya Tribe"
- Workshop on fake news and fact checking.
- Observed Human rights day, National unity day, National integration day and Suicide prevention day.
- 67 modules in 11 programs and 18 courses dealing with gender issues and equality moves.
- WDC conducted acting and anchoring workshop, seminar on sustainable menstruation.
- Debate on gender equity on Women's day.
- 75 modules in 12 programs covering environmental protection, sustainable development and renewable energy resources.
- College's environmental policy strictly advocates green protocol in campus.
- Use of green energy, workshops on solar energy and LED bulbs.
- Swachhata and tree planting campaigns, participated in Swachh Sagar Surakshit Sagar Abhiyan
- Observed World environment day, Wetlands day and Ozone day.

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

41

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

857

File Description	Documents
Any additional information	<a href="#">View File</a>
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://masc.edu.in/igac/feedback/">https://masc.edu.in/igac/feedback/</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://masc.edu.in/igac/feedback/">https://masc.edu.in/igac/feedback/</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

1049

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

731

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 categorizes students as slow and advanced learners based on marks in qualifying examination and performance in post-induction and bridge course test for first-



semester, CIE and university examination results for higher semester students.

- An induction program 'Deeksharambh' and Program wise bridge course is arranged for all first-year students.
- Mentor assesses the levels of mentees through one to one and group interactions.

Special Programs for Advanced Learners - UDAAN

- Workshops on Robotics and Cyber Security.
- e-CDC video lessons
- Intensive skill training in media and Molecular biology techniques
- Research lab visits
- Internships
- Meet the Expert" sessions with industry professionals
- MINE project for NET-JRF coaching
- "Meet the Alumnus" with prominent Alumni
- Participation in management, tech, media fests and national seminars
- Publication, presentation and review of research papers
- Active involvement in college innovation ecosystem
- Utilize MoUs with industry and research institutes to explore talents.

Special programmes for slow learners - PRAGATHI

Wings

- Remedial coaching.
- Study camps and crash courses
- Simplified study materials.
- Teach and test method, including previous question paper discussions.
- Mock practical and viva voce
- Exam-based revision classes

Mithra

- Video lessons from e-CDC for personalized learning.
- Peer group teaching offline and online.
- One-to-one tutorials.
- Access to e-question bank and video lectures.

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/e-content-development-center/overview/">https://masc.edu.in/e-content-development-center/overview/</a>
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
2835	107

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

#### Experiential learning

- Production of short films, travelogues, and interviews.
- Videography, editing, graphics, and animation, website development, newspaper making and campus radio.
- Debates, anchoring, compering, mock interviews, extempore, news reading, film reviews, plays and skits.
- Pain balm making, sanitizer preparation and Chemical waste management
- Food, water and rubber quality test, medical laboratory practices and veterinary microbiology
- LED bulb making and repairing of electrical home appliance
- Interaction with tax consultants, CAs, financial experts, lawyers and entrepreneurs
- Study tour, industrial visit and field trips

#### Participatory learning

- Day observations with Quiz and debate.
- Spell-bee, creative writing, manuscript magazine, and wall magazines.
- Peer teaching, seminars and group discussions.
- Participated in several media fests conducted by other

universities.

#### Problem solving Methodology

- Workshops on Computational Chemistry, utilizing software tools like Origin, ChemSketch, CHEMDRAW, and Mendeleev.
- Water testing and microbe analysis in college and hostel water bodies, employing software-supported methods such as RASMOL for protein structure analysis, BLAST for sequence analysis, SWISS PROT for protein structure analysis, EMBOSS for sequence analysis, CLUSTAL OMEGA for sequence alignment, Neighbor-joining method for phylogenetic tree analysis, and HOMOLOGY MODELING with SPDBV.
- Utilized Python software, Latex and graph theory in coursework.
- Filed RTI queries in government offices as part of their learning process.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://masc.edu.in/national-service-scheme/">https://masc.edu.in/national-service-scheme/</a>

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

- College embraced ICT enabled tools to use it in classrooms, labs, and offices
- ICT policy of the institution advocates and institutionalized an ICT monitoring cell
- Google Classroom is the LMS platform used
- Virtual Reality, Augmented Reality studio and Preview Theater.
- All classrooms are digitally connected and Wi-Fi enabled
- LCD projectors, computers, laptops, smart TVs, smart boards, video conferencing facilities.
- Android Studio, Wamp Server, Visual Studio Code, SQL, Ubuntu Linux and Java SDK
- e-CDC for recording, editing and broadcasting video lectures.

- Access to 6,293 electronic journals and 31,95,809 e-books through NLIST and a college component of e-Shodh Sindhu.
- e-resources of UGC, e - PG Pathshala, NPTEL and D Space.
- Digitalized library facilities like OPAC and INFLIBNET.
- YouTube Channel is maintained by e-CDC.
- Live board, Geogebra software, Math editor, Math Solver, Open Board.
- Tally ERP, SPSS, Gaussian application software, ChemSketch, CHEMDRAW and Origin, Python and LATEX software, RASMOL - Protein structure, BLAST, SWISS PROT-Protein structure, EMBOSS-Sequence analysis, CLUSTAL OMEGA - Sequence alignment, Neighbor - joining method - Phylogenetic tree, HOMOLOGY MODELING - SPDBV.
- Multimedia headphones, webcams, sound recording software (AVID Protools HD) and devices.
- Online assessment tools like Kahoot! and Google forms are used for instant feedback, making assessment more dynamic and informative.

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

107

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

107

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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

4

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

526

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 minimum two internal examinations in every semester.
- Institution has evolved its own internal assessment practices to make it transparent and robust
- Internal Examination Cell (IEC) with a teacher in charge as coordinator
- All procedures of examinations come under the responsibility of the IEC.
- Syllabus and schedule were informed to the students well in advance
- Surveillance by vigilance squad, comprising heads of the department and CCTVs ensures transparency and efficiency.
- Internal assessment of project work is done based on its content, presentation, final conclusion and orientation to research aptitude.
- Hourly attendance is recorded to get attendance component of internal assessment.
- Academic calendar, lesson plans and teaching plans are prepared in advance to ensure portion completion well before the evaluation process.
- Students are given two chances for supplementary internal examinations if they cannot attend the scheduled examinations for genuine reasons.
- Valued answer scripts and assignments are returned to the students
- Chance to address student grievances through Grievance Redressal Cell.
- The final score sheet is endorsed by the student before forwarding to the office of the university Controller of Examinations

- Mapping of PO, PSO and CO are done by all departments using a software developed by our ICT cell.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://masc.edu.in/academics/evaluation-policy/">https://masc.edu.in/academics/evaluation-policy/</a>

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

- College has a proactive, well-structured Grievance Redressal Committee for redressing of student grievances of internal assessment monitored by IQAC.
- Three tier grievance redressal mechanism viz, department, college and university levels.
- Department and college level issues are being resolved within two days on receiving the grievances.

Department level:

- Each department has a grievance redressal committee comprising of course teacher, one senior teacher (tutor) and an elected student representative as members and HoD as its chairperson.
- Students are free to approach the committee for grievance redressal.
- Tabulation errors, grievances related to answers, attendance and conducting the compartment examination were resolved within two days.

College level:

- College level grievance redressal committee comprises student advisor, two senior faculty members, two college council members and elected representatives of the students as members and Principal as chairman.
- Issues that go beyond the capacity of the department level committee were addressed by the college level cell.

University level:

- This level comprises Registrar, Controller of

Examinations, Syndicate member (student elected), two Syndicate members, Dean of Student Welfare and Director, College Development Council.

- The university resolves the issues in a stipulated time.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://masc.edu.in/academics/evaluation-policy/">https://masc.edu.in/academics/evaluation-policy/</a>

## 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 institution has taken initiative to introduce Outcome Based Education (OBE) in curriculum.
- For all the Undergraduate and Postgraduate programmes, Programme outcome (PO), Programme Specific Outcome (PSO), Course Outcome (CO) are drafted through discussions with all the stakeholders and communicated to teachers
- College has identified generic skills such as critical thinking, problem solving, effective communication, social interaction, global perspective, computational thinking, ethics and values, environment awareness and lifelong learning as the Programme outcome, carefully crafted by keeping the vision of the institution.
- The PO, PSO and CO were stated well in advance, displayed in the college website, and printed in the college academic calendar.
- IQAC and TLC have conducted workshops to familiarize the teachers on Outcome Based Education
- Outcomes are communicated to students through Student induction programs and bridge courses
- Tutors have also transacted the same during the tutorial hours
- Course outcome is stated in all the regular online and video lectures released from the college e CDC
- A Course outcome linked teaching plan is prepared by all the faculty members and is communicated in the class at the beginning of each course.



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://masc.edu.in/academics/po-pso-co/">https://masc.edu.in/academics/po-pso-co/</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 Programme Outcome (PO) and Course Outcome (CO) are systematically evaluated by the institution by direct and indirect methods.
- College ICT Cell has developed a software to evaluate PO, PSO and CO attainment.

#### Direct Method

- Attainment Target of Course Outcome and Programme Outcome are arbitrarily fixed and thereby under attainments are evaluated and recommendations put forward.
- PO and CO are determined by evaluating Continuous Internal Evaluation (CIE) and end semester examination result.
- CO attainment is calculated by estimating the percentage of marks scored in the corresponding taxonomy of questions.
- The calculation of level of attainment of outcome is done by mapping the CO and PO Matrix

#### Indirect method

- The two indirect methods used to determine CO, PO, PSO are:

1. Programme Exit Survey
2. Alumni Survey.

- In the programme exit survey, the outgoing students are provided the questionnaire about the course outcome attainment and feedbacks were collected, analyzed and action taken report prepared for future improvement.

- Alumni survey and employer feedback were also used as a complementary procedure to identify the course outcome attainment

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://masc.edu.in/academics/po-pso-co/">https://masc.edu.in/academics/po-pso-co/</a>

### 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

525

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://masc.edu.in/about-us/annual-report/">https://masc.edu.in/about-us/annual-report/</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)

<http://iqacmajlis.masc.edu.in/MISCELLANEOUS/sss.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)

1.10

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
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

1

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

2

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://ncwapps.nic.in/WriteReadData/ScanDocuments/Eproposals/OfficeOrder/NoticeCBPDPGuidelinesFY20222023.pdf">https://ncwapps.nic.in/WriteReadData/ScanDocuments/Eproposals/OfficeOrder/NoticeCBPDPGuidelinesFY20222023.pdf</a>

### 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 developed an eco-system for innovation and progression of ideas of students and teachers.

- Organized workshop on Robotics, Internet of Things (IoT), Cyber Security and Ethical Hacking
- ED Club supports the students for building an entrepreneurship culture among students through various programs with funded support from Government of Kerala.
- ED club organized workshops on idea generation, software developing, IPR, LED bulb making, glass painting, Food processing, eco-friendly educational tools. Talk with successful entrepreneurs and industrial visits are also organized.
- The college IEDC has funded collaboration with Kerala Start Up Mission for promoting innovation ecosystem.
- Organised workshops on digital art, public speaking (MIIAW 2022) and LinkedIn.
- Tech Expo (Ansys 2022), Leadership campaign on technology, innovation and entrepreneurship, Young Innovators Programme (YIP)
- National Conferences on Phytomedicine and Innovations in Chemical Research
- StackHub MASC is a techie Community of the college to promote idea generation and implementation. It has a sister community WIT (Women in tech) to promote woman participation in innovation.
- Developed a Fertilizer-cum -Pesticide (Pencifert) and applied for patent (Indian Patent Application No.202241005351).
- It has established an Agribiotech unit as part of its research outreach activity.
- Institution is approved skill training centre for NSDC under skill India initiative.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://masc.edu.in/iedc/">https://masc.edu.in/iedc/</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**

14

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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**

3

File Description	Documents
URL to the research page on HEI website	<a href="https://masc.edu.in/research-and-innovation/cutting-edge-research/">https://masc.edu.in/research-and-innovation/cutting-edge-research/</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**

3

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

20

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

College organized a number of institution village interface activities to sensitize students towards rural empowerment and community-oriented programmes.

- Green Agro-Micro Tech unit promotes preparation of organic food products, bio- fertilizers and bio-seed. The unit developed and distributed organic bio-fertilizer cum pesticide to the farmers and the yield was excellent.
- Training to Kudumbashree units in mushroom cultivation and mushroom spawn production.
- Laboratory facilities are offered to research scholars and interns of neighboring institutions
- Water quality testing conducted in neighboring villages.
- Oorjja Mithra created awareness on energy conservation and environmental sustainability.
- Organized blood donation drives and won award from the Blood Transfusion Department, Government Taluk Hospital, Perinthalmanna.
- Donations to patients with terminal illness
- Renovation and cleaning of Govt Primary Health Centers and Anganwadis
- Beautification of highway side and setting up of pedestrian pathways.
- Football camp for Divyangjan
- Training in paddy cultivation
- Donated 300 books to Govt LP School library
- Anti-drug campaign in Valanchery Municipality

- Donated food kits to old age homes.
- Participated in New India Literacy Survey, Swachh Bharat Abhiyan and Swachh Sagar Abhiyan.
- Handed over home under Abhayam project.
- Tribal empowerment programme (Ooru Project).
- Financial support to the needy for building house.
- Won best NSS volunteer award from the University.

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/national-service-scheme/">https://masc.edu.in/national-service-scheme/</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**

6

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### **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**

29

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

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

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

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>



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

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

24

File Description	Documents
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>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

College has excellent infrastructural facilities such as classrooms, laboratories, seminar halls, library, hostels and bus to support academic activities in the campus.

- There are 65 ICT enabled classrooms with smart TV and Wi-Fi facilities.
- LCD projectors and network connection (LAN/Wi-Fi) to integrate technology in the teaching-learning process.
- Separate faculty rooms for faculty members in each department with computer, Wi-Fi/LAN and printer facility.
- The college has five air-conditioned computer laboratories for UG and PG students
- Photography studio, AR - VR floor, Audio recording and mastering studio, animation and graphics studio.
- Well-equipped for UG and PG laboratories for Chemistry, Physics and Microbiology
- e-CDC (e-Content Development Centre) to develop e-Content for students and teachers.
- Open-air classes (Bhoomi Mithra) set in the college, which provides an eco-ambience with fresh breeze under the trees.

- 'Mozhi' Campus radio explores entertainment and academic news.
- 'Majlis Observer' campus newsletter, a platform for experiential learning of media students.
- Separate examination hall with CCTV surveillances
- Air-conditioned auditorium, Audio-Visual Hall, Preview Theater and open auditorium provide stage for conducting, seminars, workshops and cultural programmes.
- Space for counseling and Yoga.
- College library is situated in a prime area of the campus with area 254.00 m<sup>2</sup>.
- Language lab, Digital library, D Space and NLIST.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://masc.edu.in/photo-gallery/">https://masc.edu.in/photo-gallery/</a>

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

- Ground for conducting sports and games.
- Separate court for volleyball, basketball, kabaddi, Tug-of-war, badminton (Indoor and Outdoor) and Cricket nets
- Sepak takraw court and throw ball court.
- Facility for indoor games in an area of 121.18 m<sup>2</sup>, for Table Tennis, Carroms, Chess
- A sophisticated Fitness Centre with a spacious multi gymnasium is functioning effectively in the institution. The centre is well equipped with Bench press Bench, Home gym multi exerciser, twister, dumbbells, barbells, squat stand, gym ball, yoga mat and abdomen exerciser
- Two auditoriums and audio-visual hall
- Open auditorium with 2000 seating capacity for conducting arts fest, annual day and departmental activities.
- College yoga centre is set up in order to induce tranquility and serenity of mind.
- Creative corner near by canteen is earmarked for street plays and other promotional programmes.
- Multipurpose hall
- Moulana Azad Women's Hostel
- Students are trained in sports, games and cultural activities under the guidance of qualified and specialized trainers.

- Bhoomimithra open space is used for cultural activities and creative discussions
- Preview theater is used for performing drama, plays and for screening telefilms and cinemas.
- Mozhi campus radio for broadcasting cultural and curricular podcasts.
- Studio for recording music and voice dubbing.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://masc.edu.in/department-of-physical-education/">https://masc.edu.in/department-of-physical-education/</a>

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

69

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://masc.edu.in/facilities/ict-facilities/">https://masc.edu.in/facilities/ict-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)

1,53,99,556

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)

- College has a good library which caters the needs of the faculty and students in providing the required learning resources at the right time. It occupies a total area of 5522 sq and stocks 16824 books.
- The college library consists of a central library together with ten departmental libraries.
- 'KOHA' ILMS Software is used for the execution of core areas of library operations such as inventory management (Cataloguing, acquisition, indexing), bar code of books, journals and documents, Online Public Access Catalogue (OPAC) for searching library documents by the users, membership creation, circulation (check-in/check-out, reservation), periodic report generation of library transactions and library administration.
- OPAC ensures anywhere access of library catalogue.
- Digital library with high-speed internet, Wi-Fi access and power backup to access the e-resources
- Digital library gives access to 6,293 electronic journals and 31,95,809 e books through UGC N-LIST, NPTEL video lectures, open access journals and databases.
- Subscribed 48 periodicals and 12 newspapers.
- There is a stock of 164 question bank and 670 CD/DVDs.
- The library offers reprographic facility for students and staff.
- College library has become a member of National Digital Library (NDL) and Shodhganga.
- D-Space integrated with KOHA provides digital copies of question papers and various e-resources.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://masc.edu.in/facilities/library/">https://masc.edu.in/facilities/library/</a>
<b>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>	<b>A. Any 4 or more of the above</b>
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>
<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>	
<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>	
<b>10,44,872.00</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
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>
<b>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)</b>	
<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>	
<b>389</b>	

File Description	Documents
Any additional information	<a href="#">View File</a>
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 has been updating its IT facility in terms of data storage capacity, internet speed, and computational power regularly.

- ICT cell coordinate all ICT related activities and updates IT facilities as per the IT policy.
- There are 320 computers in computer labs, library, departments, office and examination cell.
- Broadband Connection: College has two broadband connections (BSNL and Asianet).
- Wi-Fi facility: Previously the college has 10 WiFi access points and now it is 18.
- CCTV: In previous academic year the total number of CCTV is 48 now it is 56.
- Softwares: Software of computer labs are upgraded regularly according to the needs of the syllabus.
- Operating System: The institute has license copies of Windows Operating System and also works with Ubuntu and updated regularly.
- Networking Peripherals: In order to increase the network facility in the campus the number of network switches are increased.
- Public Addressing System: Public addressing system is extended.
- I/O Devices: The institute purchased printers as per the requirements given by the departments.
- Media Lab/Video Lecture making Facility: The institute has a well-equipped media lab where faculties can prepare their video lectures.
- Anti-Virus Software: All computers are protected from virus by using anti-virus software and updated regularly.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://masc.edu.in/facilities/ict-facilities/">https://masc.edu.in/facilities/ict-facilities/</a>

**4.3.2 - Number of Computers**

290

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

**4.3.3 - Bandwidth of internet connection in the Institution**

B. 30 - 50MBPS

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

7,823,020

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

- Monthly co-ordination committee meeting to discuss the maintenance and up gradation of all facilities.
- Principal collects requirements from all stakeholders to present it in the co-ordination committee meeting.
- Management committee has assigned overall charges of maintenance to the Chief Administrative Officer.
- Annual audit and stock taking of the physical, academic and support facilities is undertaken for assessment and evaluation.
- Maintenance Supervisor is responsible for maintenance of all facilities.
- Cleaning staff maintains campus cleanliness and are monitored by maintenance liaison officer.
- Water quality checking and chemical processing is carried out.
- College has a network and system administrator.
- Students are instructed to follow SOP for using systems.
- Each laboratory is under the supervision of HoDs.
- Assistants are appointed in all labs for technical assistance & monitoring.
- Attendance register is maintained to record the utilization of laboratory.
- College librarian, assistant librarian and a library assistant are the in charges of maintenance of library.
- The library assistant is the in charge of reprography and the revenue is utilized for book binding.
- Annual stock taking and maintenance of the library books is carried out every year.



- Physical education trainer is in charge of the utility and maintenance of the equipment of sports, games and gymnasium

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://masc.edu.in/about-us/quality-policy/policy-documents/">https://masc.edu.in/about-us/quality-policy/policy-documents/</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

7

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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

88

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>
<b>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</b>	<b>A. All of the above</b>
File Description	Documents
Link to Institutional website	<a href="https://masc.edu.in/">https://masc.edu.in/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>2104</b>	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>2104</b>	
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>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student</b>	<b>A. All of the above</b>

**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**

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

## 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

29

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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

102

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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**

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
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	<a href="#">View File</a>
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 )

- College students' union provides a platform for the development of leadership qualities, organizational skills and creative talents.
- Union election is conducted through a democratic, transparent, free and fair process (parliamentary mode) as per the recommendations of the Lyngdoh Committee and election rules of university.
- Union comprises of chairperson, vice chairperson (lady), general secretary, joint secretary, two university union councilors, fine arts secretary, student editor, sports general captain and departmental association secretaries.
- Union organizes a number of programmes related to various literary, cultural, sports and games events, management fest, media fest, food fest, and debates.
- Publication of college magazine by incorporating the literary works of selected students.
- Fine arts secretary is in charge of organizing and ensuring participation of students in the college and university level literary, cultural and fine arts competitions.
- Student editor is in charge of publishing the annual college magazine which depicts various talents of the students.
- General captain is in charge of organizing competitions of athletics and various games.
- Union chairperson and department association secretaries are the student representative of IQAC.
- Association secretaries with the backing of the students' union coordinate programmes at the department level
- Student representation is ensured in all clubs and

forums.

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/photo-gallery/page/2/">https://masc.edu.in/photo-gallery/page/2/</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

29

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

- MASCOSA (MPM/CA/202/2021) is the registered alumni association of the college which strives to enrich a lasting bond between old students and their alma mater.
- The alumni association has been actively contributing to their alma mater all these years towards academic and financial means.
- College wise and department wise alumni meetings are held in the college.
- Non-financial contributions involve campus placement, placement assistance, supporting departments for organizing seminars, workshops, institution-industry partnerships, and intellectual contribution in the form of resource persons.

- Interaction with alumni to motivate newly enrolled students during induction and bridge course.
- UAE alumni organized logo designing competition among students and awarded prizes.
- Alumni support and contribution also involved in giving coaching to students in fine arts programmes and sports.
- Department of Physics organized a national seminar by inviting its alumni Dr. Raman Namboothiri, NIT Calicut and Dr. Venugopal (Assistant Professor, Govt. College Perinthalmanna)
- Alumni of department of Chemistry donated an eye washer to the lab.
- Alumni of department of commerce donated a water cooler in the loving memory of a former student, Mr. Sajid.
- 'Meet the Alumni Entrepreneur' program organized by department of Computer Science
- A total of ₹ 2,04,200 financial contribution is received from alumni of various departments.

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/mascosa-alumni-association/">https://masc.edu.in/mascosa-alumni-association/</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)** D. 1 Lakhs - 3Lakhs

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

- Mission focuses on academic and professional excellence, quality learning and research experience, human values and spirit of service, training in career and life skill sets, passion for the society and love for the nation.

- Vision and mission are translated and implemented through the bottom to top approach and stakeholder participation.
- Management committee, Governing body patronizes the implementation of action plans and policies through manager.
- Principal is entrusted with the responsibility of managing the day-to-day affairs of the college with the help of statutory bodies, administrative office, PTA and Alumni.
- Department council and DQAC are chaired by HoD, supported by a department coordinator
- Perspective and quality improvement strategic plans are devised and executed through various bodies.
- Admission policy ensures social inclusion.
- Value education promoted through NSS, clubs and forums
- Training on skills required to the industry 4.0
- ICT enabled classrooms for quality teaching learning experience.
- Techno pedagogy could be institutionalized through e-CDC.
- The institution strives to become an Autonomous Degree Granting Institute as envisaged in the 'NEP 2020' and suggested by NAAC peer team

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/about-us/quality-policy/policy-documents/">https://masc.edu.in/about-us/quality-policy/policy-documents/</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.

- Follows decentralization and participative management for effective implementation of various institutional practices.
- College union election, arts and sports are conducted through participative management.
- Internal academic audit and CIE, publishing of college magazines and NSS activities follow participatory management.

Case study: Career guidance and placement

- A proactive career guidance and placement cell which has



a college level coordinator and department coordinators.

- Department coordinators take the help of tutors, mentors and student representatives of the class.
- College and department level student coordinators and class level coordinators ensure decentralization and participative management.
- Coordinator at college level in consultation with the Principal, HoDs, college council, student representatives, tutors and mentors conduct career guidance and placement activities.
- College appointed a special officer for placement.
- Sperate motivation and counselling for slow and advanced learners.
- CGC organized campus recruitment drives successfully during last year through a fully decentralized process.
- CGC coordinator, student coordinators and special officer will arrange firms with job vacancies.
- Recruitment drive is organized in three stages, viz; screening through written test, Pre-recruitment training and interview and each stage is supervised by Principal, Vice Principal, Academic Director, and HoDs.
- Principal delegates the authority to CGC coordinator and special officer for successful conduct of placement drive.

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/career-development/job-placement-services/">https://masc.edu.in/career-development/job-placement-services/</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

The strategic plan of the college focus on value-based education, innovation and research for rural empowerment, employability skill development, institutional quality assessment, technology integration, faculty enrichment, social inclusion, gender equality and environmental awareness.

ICT integration in teaching learning process

- ICT policy for leveraging the potentials of ICT and e-governance.
- ICT policy of the college focuses on digital coverage to various stakeholders.
- Policy advocates to allocate sufficient fund to strengthen technology infrastructure with respect to advancement in the industry.
- ICT Monitoring cell recommends necessary upgradations.
- Management committee adopted all measures to strengthen the ICT infrastructure progressively

#### ICT monitoring cell: implementation of strategic plan

- BSNL selected our college as a spot for free Wi-Fi project.
- BSNL lease line broadband connection and Asianet satellite communication optical fibre has been activated.
- Media and Computer science labs were updated with a greater number of high configurations systems.
- e-Content Development Centre for ubiquitous knowledge dissemination by teachers and students.
- Orientation programs for teachers to make them familiar with e-CDC
- Subscribed Google for education and Google Cloud (2TB)
- All classrooms are digitally connected
- Website updated with online admission facility, login (Student, parent and teachers), alumni registration.
- KOHA, OPAC and D-Space in library
- Computer student ratio below 1:10.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://masc.edu.in/e-content-development-center/overview/">https://masc.edu.in/e-content-development-center/overview/</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.

Management committee, governing body, college council, IQAC and department council are the important bodies to implement policies.

- Management committee and governing body are the apex bodies.
- College council is the statutory body under the chairmanship of Principal.
- IQAC has a significant role in initiating various quality practices. Principal is the president and a senior faculty is the IQAC Coordinator.
- Department council composed of HoD, department coordinator and all teachers are members.
- HoDs monitor the curricular and co-curricular activities.
- College superintendent is the head of the non-teaching staff.
- Vice Principal takes charges of the Principal in his absence.
- Academic director of the college acts as link between management and college administration.
- Admission committee, library advisory committee, internal evaluation cell, university examination cell and discipline committee are part of administration.
- Tutors and mentors provide academic and non-academic support.
- PTA has a significant role in implementing policies.
- Chief superintendent, additional chief superintendent, assistant superintendent are the in charges of examinations.
- Management follows a transparent procedure for recruitment of staff.
- Institution follows the work load and service rules of university.
- Promotion policies are linked to performance which is monitored by self-appraisal reports and feedback.
- Student admission is conducted through CAP of university.

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/iqac/">https://masc.edu.in/iqac/</a>
Link to Organogram of the institution webpage	<a href="https://masc.edu.in/about-us/organogram/">https://masc.edu.in/about-us/organogram/</a>
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and**

A. All of the above

**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	No File Uploaded
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

Management provides various welfare measures for all staff to upgrade their professional and administrative competency.

- EPF for all staff.
- Earned leave surrender and encashment facility for non-vacation staff.
- Maternity leave.
- Seed money to promote research.
- Accommodation and transportation facility for female staff.
- Facilities of daycare and nursery school are provided to the children of employees.
- Free internet and Wi-Fi facility.
- FDPs and refresher courses are organized
- Special dining area for the staff in the canteen.
- Guest house facility for staff.
- Parking facility is provided for all staff.
- On Duty leaves and TA for attending seminars, workshops and FDPs.
- Library facility is available for the staff even after the regular working hours.
- Recreation room for the staff.
- Staff club organized various welfare activities.
- Achievements of staff members are appreciated and honored.
- Games and cultural events are conducted to enhance physical and mental strength.
- Financial assistance for the medical treatment of the staff.

- Physical fitness and yoga facility to staff.
- Provision of medical and casual leaves.
- Free uniform for security guards.
- Separate washrooms are provided.
- Rest area for housekeeping staff.
- Meditation and prayer hall facility for staff.
- CCTV cameras for ensuring safety and security of staff.
- Comfort room for lady staff.

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/about-us/quality-policy/policy-documents/">https://masc.edu.in/about-us/quality-policy/policy-documents/</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**

107

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**

2

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

**107**

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
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**

**Institution has envisaged an effective mechanism to evaluate the performance of teaching and non-teaching staff.**

**Monthly Self Appraisal Report (SAR):**

IQAC has initiated a documentation system to record the activities of the faculty members and administrative staff on a monthly basis. The practice enables faculty members to evaluate the progress of the curriculum in tune with the prepared teaching plan and timely completion of tasks assigned.

**Student feedback on Teachers:**

Student feedback system is implemented and action is taken for the overall improvement of teaching-learning process. After analyzing the assessment report, Principal provides suggestions for improvement to the faculty members confidentially.

**Exit survey**

An exit survey on teacher quality and infrastructure is conducted by participating the outgoing students which is useful for quality enhancement of faculty members.

**Academic Monitoring Cell (AMC).**

Members of the AMC are Principal, Vice Principal, Academic Director and IQAC core committee. As part of internal academic audit, teachers' diary, tutorial register, class diary, monthly lesson plan, student's feedback and portion completion statement are evaluated by AMC.

**Annual Reports**

HoD prepares the annual reports and published in the college annual magazine.

**Feedback from External Stakeholders:**

Feedback on syllabus, teaching- learning process and infrastructure facilities from various stakeholders.

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/iqac/">https://masc.edu.in/iqac/</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

Institution conducts financial audits in a three-tier system.

Institutional level

Management level

External audit

College accountant is in charge of the financial activities of the institution. Petty cash book is maintained for meeting recurring expenses. All payments are updated in the ERP software after manual verification of supporting vouchers. Daily receipts and payment will be consolidated, Principal verifies the same and forwarded to account section of the management.

Internal audit includes:

Checking compliance with policies, laws and regulations.

Verification of cash book

Examining the bank passbook

Admission record verification

Verifies acknowledgement letters with regard to scholarships.

Management has appointed head accountant and financial auditor to conduct the daily internal audit.

Internal audit by the management includes:

Compares budgeted statements with the actual one.

Review the means of safeguarding assets and verifying the existence of such assets.

Verifies fund allocation and utilization



Reviewing and appraising the economy and efficiency with which resources are employed.

Examines payments for maintenance and other expenses

Settle the audit objections raised by the external auditors.

**External Audits:**

The external audit team is JBS and Associates, Chartered Accountants, FRN007021S. They conduct the external audit and issue the annual audited statements.

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/about-us/quality-policy/policy-documents/">https://masc.edu.in/about-us/quality-policy/policy-documents/</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**

- College has a policy for resource mobilization and optimal utilization. Finance subcommittee of college monitors all financial transactions.

- Major source of fund is the tuition fee collected from the students. For collecting tuition fee, college conducts registration day for each semester.
- Management has a scholarship policy for financially underprivileged students (Rs. 15 lakhs per annum)
- Sufficient funds are allocated for co-curricular and extra-curricular activities.
- Tuition fee is mainly used for paying salary of staff and for infrastructure augmentation and maintenance.
- Management provides financial support to faculty members for attending FDPs.
- Institution follows both internal and external audit for optimal utilization of financial resources.
- College is run by a society which receives funds from philanthropers and well-wishers.
- One-time PTA fund is collected from students at the time of admission. It is utilized for students' welfare activities
- Departmental alumni associations contribute money for purchasing books, equipments and also for helping students and their family for tuition fee remittance and medical treatment.
- College received minor financial assistance from district industries centre for ED Club.
- Received fund for NSS activities from Ministry of Youth Affairs.
- ? 1 Lakh from National Council for Women for organizing Capacity Building and Personality development Program for female students.

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/about-us/quality-policy/policy-documents/">https://masc.edu.in/about-us/quality-policy/policy-documents/</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

### Self-Appraisal Reporting System

IQAC has put in place a 'Self Appraisal Reporting system' (SAR) for teaching and non-teaching staff.

Each staff is required to submit SAR monthly on the basis of parameters such as courses taught, e-Content developed, research publication, conferences attended, papers presented, question paper designed, participation in extra - curricular / co-curricular activities and other contributions.

SAR of teaching staff is duly verified by academic monitoring committee and will be forward to the management for final approval.

IQAC follow a specific SAR for the office and administrative staff members. SAR of office staff will be verified by superintendent and Management.

Based on SAR analysis report, IQAC may suggest a re-orientation in the existing system / teaching learning process. Further, for those whose work is up to the mark, IQAC recommends non-monetary incentives like appointment as coordinators of various clubs and forums.

#### Teaching Learning Center (TLC)

TLC is functioning in the college to equip teachers with learning of new pedagogical practices. TLC catalyzes technology integration in teaching learning process. New faculty members are given induction training on outcome defining, adoption of teaching methodology, e-Content development and assessment of outcome attainment to make them familiar the higher education system.

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/igac/">https://masc.edu.in/igac/</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

To review teaching learning process, IQAC has implemented academic audit, assessment of outcome attainment, parents meeting and feedbacks.

#### Academic and Administrative Audit (AAA)

AAA is conducted to evaluate the quality of teaching learning and academic administration process based on predetermined benchmarks. AAA is a peer review process including a self-study and a site visit by experts. During internal audit, class diary, teacher's diary, lesson plan, tutorial register, mentoring register and SAR are verified and report is presented in college council for a SWOC analysis.

#### Review of learning outcome attainment

University has incorporated OBE in to curriculum in CUCBCSS 2019. Institution has witnessed incremental improvement in shifting teacher centric to student centric pedagogy mainly due to adapting OBE and integrating technology. Consequently, student centric methods like e-CDC, peer teaching, e Content development by students is institutionalized.

Outcomes are transacted through websites, handbook, induction & bridge courses, video and classroom lectures. Student attributes were connected to teaching-learning activities and course outcomes for creating an integrated learning environment. Outcome attainment is calculated using a software developed by college ICT Cell.

Based on the outcome attainment calculation, IQAC recommended a reengineering of teaching learning process through institutionalizing experiential, participatory, problem-solving methodologies and study camps.

File Description	Documents
Paste link for additional information	<a href="https://masc.edu.in/iqac/">https://masc.edu.in/iqac/</a>
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for**

**A. All of the above**

**improvements Collaborative quality initiatives with other institution(s)  
Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://masc.edu.in/igac/tlc/">https://masc.edu.in/igac/tlc/</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

**Institution integrated gender equity and sensitization in curricular, co-curricular and extra-curricular activities.**

- Different courses in curriculum focus on gender issues.
- WDC prepared and followed gender action plan to conduct various activities
- Provides hostel and transportation facility to women.
- Special care for the safety and security of all students especially women.
- Deployed security personnel and CCTV surveillance at all strategic points of campus and hostel.
- Proctorial system which ensure security under a chief proctor.
- Monitoring visitors' entry through logbooks.
- Proactive anti-sexual harassment cell, anti -ragging cell and grievance redressal cell.
- Female faculty accompany girls in their IVs, study tour, various competitions outside the campus.
- Ladies hostel maintains entry - exit register and roll call.

- 'Pratheeksha' organized Pre-marital Counselling and Parental Counselling.
- Mentor-Mentee System facilitates one to one counselling.
- Common rooms are provided for male and female students.
- Toilets, rest room, meditation and prayer hall, yoga center, sanitary pad vending and incinerating machine, first aid kit, drinking water facility are provided.
- Provides daycare facilities and nursery school for children of staff and students.
- In students' council elections, fifty percentage of seats are reserved for women.
- Acting and anchoring workshop exclusively for girls.
- Seminar on 'Sustainable Menstruation and Menstrual Cups'

File Description	Documents
Annual gender sensitization action plan	<a href="http://iqacmajlis.masc.edu.in/CRITERIA%207/7.1/7.1.1/Gender%20AP.pdf">http://iqacmajlis.masc.edu.in/CRITERIA%207/7.1/7.1.1/Gender%20AP.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="http://iqacmajlis.masc.edu.in/CRITERIA%207/7.1/7.1.1/7.1.1%20agar.pdf">http://iqacmajlis.masc.edu.in/CRITERIA%207/7.1/7.1.1/7.1.1%20agar.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

Institution follows Swachh Policy and adopts methods to become a zero-waste campus.

- Conducted green audit
- NSS units and Panchayath adopt sustainable strategies for waste management.
- Separate bins for bio-degradable and non-bio-degradable waste.
- Biodegradable wastes are deposited in the bio-gas plant, gas is used for cooking, laboratory purposes and residue are used as manure.
- Incinerators are used for burning paper and napkins.
- Micro analysis is promoted in laboratories.
- Promotes vermicompost to use as fertilizer.
- Decorative materials, pen and bags, teaching aids with waste papers.
- Use of paper is minimized through e-governance.
- Septic tanks and soak pits are constructed for managing effluents from laboratory, toilets, bathrooms, hostels, canteen and college buildings.
- Chemical wastes are pretreated before pouring into the pit.
- The bio medical waste generated are disinfected and then deposited in the auto clave.
- Thermoplastic wastes and e-wastes are given to scrap dealers and Haritha Karma Sena of Local Panchayath.
- e-waste management is primarily done by the buyback scheme.
- e-waste is used for the practical sessions in the certificate course on hardware repairing.
- Fume hood for incineration and heating of specific reagents and chemicals.
- Pretreated chemical waste is transferred to charcoal lined pit.
- Certificate course on chemical waste management.

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**



<p><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></p>	<p><b>A. Any 4 or all of the above</b></p>
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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>

<p><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></p>	<p><b>A. Any 4 or all of the above</b></p>
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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	<b>No File Uploaded</b>

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).

- Qualified candidates from the disadvantaged communities of the locality are given adequate representation in the appointment and admission process.
- While constituting various statutory bodies, the institution upholds its inclusive policy.
- Promotes tolerance and harmony towards cultural diversity by organizing various arts and cultural festivals comprising various classical, regional and folk events.
- Offers Hindi, English, Arabic and Malayalam as optional languages.
- Bharathiya Bhasha Diwas celebrated with programs in Indian languages.
- Ensures inclusion of various reservation categories in student admission and staff appointment.
- Freeships to students from backward communities irrespective of their caste, creed and religion since 1997.
- NSS Units completed Project "Abhayam 3.0" (Home for Homeless) and organized blood donation camps
- Youth Red Cross team for blood donation, palliative care and other philanthropical works
- Tribal empowerment Programme aimed at promoting the welfare of 'Paniya' tribal community in Nilambur and conducted educational surveys, supplying of study materials, food and consumable items to the community.
- Visited Govt. old age home and VKM Special school as part of the "Voice for Voiceless People" Project.
- Visited Pottery colony in Kuttippuram as part of cultural transmission.
- As part of the anthropological studies, students visited Calicut Kirtidas Ethnological Museum.

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

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

- Constant efforts for sensitizing students and staff about the constitutional obligations, values, rights, duties, and responsibilities of citizens.
- The obligations, rights, duties and responsibilities are given on the college website.
- On Republic Day and Independence Day, National flag is hoisted by the Principal in the presence of all stake holders and various programs are organized.
- Equal Opportunity Cell, Minority Cell, OBC Cell and SC/ST Cell are functioning.
- National pledge, Preface of Constitution, Rights, and duties, Quotes encompassing constitutional ideas and pictures of national heroes and heroines is displayed in the campus entrance and Library.
- College pays homage to the great freedom fighters on their birth anniversaries and observes Kargil vijaydiwas, Phulwama Martyrdom Day as part of cultivating patriotic fervour.
- Birth anniversary of Mahatma Gandhi was celebrated by organizing various activities.
- Conducts student elections annually to cultivate culture of democracy in the campus as per Lyngdoh commission report.
- As part of problem-solving methodology, students of Media, files RTI queries.
- Gandhi corner is established in the college library to educate generations about Gandhian Philosophy.
- The institution promotes the scientific temper and spirit of inquiry through the campaign against superstitions.
- Seminar on Human Values and Social Justice.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="http://iqacmajlis.masc.edu.in/CRITERIA%207/7.1/7.1.9/7.1.9%20aqar.pdf">http://iqacmajlis.masc.edu.in/CRITERIA%207/7.1/7.1.9/7.1.9%20aqar.pdf</a>
Any other relevant information	<a href="https://masc.edu.in/national-service-scheme/">https://masc.edu.in/national-service-scheme/</a>

<p><b>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</b></p> <p><b>4. Annual awareness programmes on Code of Conduct are organized</b></p>	<p><b>A. All of the above</b></p>
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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	<b>No File Uploaded</b>

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

- World Environment Day is celebrated by organizing tree plantations.
- NSS Units in association with the Women Forest Guards organized a programme for honoring VASANTA SENA, the only women forest patrolling team in India.
- Celebrated Yoga Day with a comprehensive introduction to Yoga Day.
- Celebrated Independence Day (Azadi ka Amrit Mahotsav).
- Gandhi Jayanthi is observed with Oath taking on non-violence and peace.
- 'Limacon 2022' National Mathematics Day celebrated with quiz competition, problem solving, human calculator, group discussion and National Seminar on ' The Mathematics of New Era'.
- Children's Day is celebrated with the students of nearby GMLP school.
- Republic Day is celebrated with the hoisting of national

flag by the Principal

- World Radio Day has observed with an exhibition of Documentary 'History and Growth of All India Radio'.
- National Science Day ' Rosette 23, celebrated with a National Seminar titled 'Light Scattering by Microparticles'.
- Organized a river walk to Nilayoram Park on International Day of Action for Rivers.
- Wetlands day is observed with the screening of a Documentary on Gadgil Committee Report.
- Cultural festivals like Onam, Christmas, Holi, Diwali are celebrated.
- Organized a National Seminar as part of tourism day.
- Observed Hindi day, Arabic day and International Mother Language Day.

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.

### Best Practice I

**e-Content Development Centre (e-CDC) Ubiquitous knowledge Dissemination**

#### Objectives of the Practice

e-CDC is functioning to embrace technology enabled learning system to enhance the quality of teaching and learning.

#### The Context

Following directives of UGC and university to procure knowledge highways and online data bases to provide ubiquitous knowledge dissemination, the institution embarked on extensive project to

establish blended learning studio.

#### The Practice

At e-CDC, online contents, and info graphics in every discipline as per the syllabus of UG & PG programs are produced and uploaded to e-CDC YouTube channel.

#### Evidence of Success

e-CDC official YouTube channel has produced and uploaded a good number of videos earning a goodwill for the college in this regard and has been recognized as a benchmark.

#### Best Practice II

##### Destitute Scholarship Scheme (DSS)

#### Objectives of the Practice:

This course fee waiver scheme aims to ensure education support to students who are socially and economically challenged.

#### The Context:

It was noticed that some students including advanced learners become part of dropouts due to poor economic background. Considering reports of college council in this regard, management drafted DSS.

#### The Practice

The college governing body will select the beneficiaries through a hearing with the candidates along with their parents after a scrutiny and local enquiry.

#### Evidence of Success

Ensured the representation of students in the college from all social categories in spite of their adverse financial status. Visible decrease in dropout rate from economically backward sections.

File Description	Documents
Best practices in the Institutional website	<a href="https://masc.edu.in/igac/best-practices/">https://masc.edu.in/igac/best-practices/</a>
Any other relevant information	<a href="https://masc.edu.in/igac/best-practices/">https://masc.edu.in/igac/best-practices/</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

**Title of the Program: Rural Empowerment Project undertaken by Majlis Centre for Extension**

**Activities (M-CEA)**

**Introduction**

Inspired by PURA (Provide Urban amenities to Rural Area) a dream project envisioned by Dr. APJ Abdul Kalam, college launched Majlis Centre for Extension Activities (M-CEA) is a single window initiative to lead outreach programs and to coordinate various extension activities.

**Background**

In 2012, college unveiled Rural Empowerment Project (REP) which was drafted and addressed the people of nearby wards in Edayur and Irimbiliyam grama panchayaths. The REP was preceded by a survey to examine the socio-economic and educational status in the nearby villages. Regular interactions started between college and village people since 2012.

**Rural Empowerment Project (REP)**

Programs under REP were implemented through departments, NSS, PTA and management. The activities under REP in 2022-23 are

- Mushroom cultivation & spawn production training for Kudumbasree and distribution of its seeds.
- Installed pipe compost for villagers.
- Blood donation camp, health camp and training in first aid and trauma care.

- Children's library has been set up in Govt. LP School.
- Water quality testing laboratory to test samples of nearby places.
- Training in pain balm making.
- Participated in Swacch Sagar Abhiyan
- Fully furnished house donated under Abhayam project

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

- Revise the Curriculum of Add on / Certificate Courses to incorporate recent changes in the Industry
- Apply for Conferment of Autonomy
- Introduce New UG programme (B.Des Graphics and Communication Design)
- Construct an auditorium with 1500 seating capacity
- Establish a school of skill education and Media Studies
- Embrace Multi disciplinary Education and ABC as envisaged by NEP 2020
- Research centres to be Established in Microbiology, Commerce and Chemistry
- Establish a Technology Business Incubator
- All existing staff to be registered for PhD by 2030
- 50% of the total energy requirement will be generated from renewable sources
- Construct Academic Board room for conferences
- Introduce New e-Governance and LMS
- Conduct Convocation Ceremony