SELF STUDY REPORT

FOR

1ˢᵗ CYCLE OF ACCREDITATION

YELDO MAR BASELIOS COLLEGE, SOPHIA PARK, KOTHAMANGALAM

SOPHIA PARK, KOTHAMANGALAM
686691
www.ymbc.edu.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

September 2022

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Yeldo Mar Baselios College, a christian minority institution, established in 2003, is affiliated to Mahatma Gandhi University, Kottayam. It is dedicated to quality education in job-oriented programs. The college is co-educational and non-sectarian, maintaining secular outlook with freedom of individual faith and thought.

Campus

The college is situated at Puthuppady, beside NH-85, amid Kothamangalam and Muvattupuzha, emerging twin cities at the eastern side of Ernakulam district. It is surrounded by the panoramic scenes of nature ideal for and conducive to the 'sweet food of academic institution', extending over ten acres of land with a variety of rare plants and fruit trees.

Programmes

It offers **10 UG programmes** and **3 PG programmes** with four additional batches as per the guidelines of Mahatma Gandhi University.

U. G. Programmes

B. COM (Computer Applications) with an additional batch.

B. COM (Finance and Taxation)

B. COM (Marketing)

B. B. A with an additional batch

B. C. A with an additional batch.

B. A Animation and Graphic Design

B. A Animation and Visual Effects

B. A. Interior Design (Visual Arts)

B. F. T (Bachelor of Fashion Technology)

B. A Multimedia

P. G. Programmes

M. COM (Finance) with an additional batch

M. S. W

M. A Graphic Design

Vision

Our vision is **to revitalize the purpose of education for the fullest growth and freedom of soul.** As has been envisaged by Tagore and Swami Vivekananda, education is a fruitful exercise for the holistic development of a person.

Mission

Our mission is **to focus on outcome - based education by means of academic excellence and professional commitment.** Education aims at imparting all-embracing knowledge with professional dexterity so as to make an individual professionally trained, morally upright, and socially committed upholding the social and spiritual values of life.

Goals

In harmony with our vision and mission we are keen on certain objectives upbringing the core values of life. Our goals are

1. to invigorate the campus for a 'brave new world.'
2. to emulate the luminous minds of scholars and leaders for the bright future.
3. to lick into shape the community for the positive response to 'socialization'.

Motto

The motto of the college is '**Vidhyamrutham Jeevamrutham**' emphasizing the significance of knowledge for the enrichment of life.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. The college is run by Sophia Educational Agency, a registered society under charitable societies' act, under the auspices of visionary management.

2. The institution has a vibrant teaching community with utmost loyalty and academic experience.

3. The institution has an easy access to the industrial belt around Kakkanad, and it is located at Kothamangalam, a very significant educational hub in Kerala.

4. Being the gateway to the high ranges, the tourist paradise, it maintains a cosmopolitan and eco-friendly atmosphere.

5. The institution offers five distinct job-oriented programmes under the label of Media and Design such as Animation and Graphic Design, Visual Effects, Visual Arts, Fashion Technology, and Multimedia. The only college where these programmes are offered under the same roof in Kerala.

6. The institution is honoured with several university rank holders every year, bringing laurels to the academic scenario.

7. The institution has excellent instructional and infrastructural facilities with a mini plex AC theatre (148 seats), an AC seminar hall (250 seats), an AC conference hall (30 seats), ICT enabled classrooms, two prayer rooms, well-equipped laboratories and fully automated library with internet facility.

8. The college is surrounded by project-based cultivation, jack farm, mango grove, other orchards, and a well-designed fascinating garden.

9. The institution is fortunate to welcome students from various parts of the country, formulating the spirit of Indian culture – Unity in Diversity.

10. The institution is proud of its charity work by way of reaching out to the poor and needy. The monthly pension has regularly been given to more than 70 families since 2015; freeships to many deserving students are provided right from the inception.

Institutional Weakness

1. Being a self–financing college, the institution has no permanent affiliation. Hence, the college is not in the purview of 2f and 12b.

2. The institution has no financial assistance from any sources such as University, UGC, State / Central Government.

3. The institution has no representation in the syndicate or executive council of the university since it is a self-financing college.

4. The unaided programmes in the aided colleges terribly affect the admission procedure.

5. The socio-economic backwardness of the students as hailing from the rural areas affects the learning process.

6. The untoward occurrences of bandh, hartal, strike, natural calamities, pandemic diseases affect the regular functioning of the college.

7. Being a self–financing college, it is denied to conduct project and viva-voce examinations in the college. Hence, students are forced to do it in other distant aided colleges.

8. Being in the unaided sector, the institution lacks freedom in the design of the curriculum.

Institutional Opportunity

1. The institution offers enough opportunities to students pursuing programmes like Animation, Fashion Technology, Interior Design, Multimedia, etc., for better placement.

2. The new tech add-on courses like Cloud Computing, Artificial Intelligence, Data Analytics, Logistics, etc., help students develop innovative ideas leading to higher options in placements.

3. The institution has sufficient area for project-based cultivation.

4. As the campus is green, clean, and serene students are facilitated to enjoy the "sweet food of the

academic institution."

5. The instructional and infrastructural facilities available on the campus will certainly promote academic excellence leading to Autonomous status/ Center for Potential for Excellence.

Institutional Challenge

1. The lack of proper working days due to natural calamities.
2. Needless interference of politically biased student organizations.
3. Unforeseen events and agitations caused by local issues.
4. Students hailing from rustic areas lack communication skills.
5. The challenging situations faced by the young generation due to certain social evils cause much anxiety.
6. Lack of timely curriculum updation creates certain uncertainty for the placement of job aspirants.
7. The establishment of colleges everywhere without proper feasible study automatically creates terrible crisis in the academic circle.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Yeldo Mar Baselios College, being affiliated to Mahatma Gandhi University, Kottayam, follows the curriculum framed by the University. Before each semester, an academic calendar will be set by the university, based on which a common time table will be formed by each college. Heads of Departments assign a topic or unit of the syllabus to each faculty member in order to create a teaching plan. Based on this teaching plan, curriculum delivery is carried out using conventional lecture, learning support and innovative methods according to the subject. Some of the subjects require student-centred activities such as internships, projects, or field studies. In the course of the subject curriculum, various cross-cutting issues are integrated, such as the environment, gender, human values, etc. The institution promotes the development of the subject proficiency of each student through offering add-on or certificate courses. The university's syllabus revision is carried out by the university as per the decision of the Board of Studies as course outcomes. The progress of completion of curriculum transactions is periodically monitored by the Hods and corrective measures are taken. At the end of each semester, a report from the students is obtained so as to ascertain the effectiveness of teaching. Weak students are identified by the tutors and provided with remedial classes. Students who are not familiar with the topics taught are given bridge classes, which will help them to overcome the strangeness of a new topic. The Certificate Courses and Bridge Courses are designed by the teachers for the students. They are given training on curriculum design. Suggestions are being evaluated to introduce changes in the curriculum according to the new National Education Policy. It is observed that changes in the curriculum are also proposed by the employer so as to equip the students to take up the challenges of more technical requirements in the future.

Teaching-learning and Evaluation

Since the college maintains a tradition of good academic results the demand for enrolment for the first year of the programme is fairly good. The appointment policy of the institution directs the selection of the best teachers for all programs of study. Care is being taken to appoint all the required number of teachers as sanctioned by the governing council.

The programs offered by the institution are mainly application oriented and so the students are more exposed to Learner centric methods. Internships, Field visits, Projects and hands-on practical session improve the competence of learners to take up the technological advancements of the industrial needs.

Many of the teachers are motivated to pursue research leading to PhD. The management is keen on empowering teachers in their competence and provide training in multiple areas of importance like ICT, mentoring, outcome-based education etc.

The internal assessment is broadly categorized into two such as Continuous evaluation for **formative assessment** and **summative assessment** for final grading. All teachers are requested to conduct an evaluation on a monthly basis and the progress is monitored for remedial or tutorial assistance.

The quality of teaching and monitoring of the learning process have produced good percentage for the last completed years.

Since programme outcome and course outcome are to be assessed and evaluated, the students are appraised of these by the way of display boards, calendar, website and when the orientation of newly admitted takes place. Each programme outcome is mapped against the various courses offered to the students and an evaluation is carried out on the basis or a direct assessment from the internal examination marks and an indirect method of a survey among the students. 80% of the direct method and 20% of the indirect method is consolidated to form a score on a scale of 0 -3. Attainment of benchmark for each course is suggested by the CO - PO Mapping team. On evaluation if the benchmark is not attained corrective measured are initiated.

The effectiveness of teaching is also evaluated through feedback from students. Such suggestions are always used for further improvement.

Research, Innovations and Extension

In Yeldo Mar Baselios College innovation and extension activities are an integral part of the

teaching-learning process. The Institution has an **Entrepreneurship Development Club** (EDC) and an **Incubation Centre** through which an ecosystem is created for innovations. The **Innovation and Incubation Centre** was set up in 2021. The participation of the students is immense to promote innovative techniques in the fields of Science, Arts and Applied Technology.

The Innovation centre focuses on creating a **research-oriented culture** in the minds of students and promotes creativity. Seminars, workshops and different outreach programmes are organised to motivate the students. Students are encouraged to participate in various activities conducted by the college and to develop creative entrepreneurial ideas to achieve their goals. The centre has promoted publications and competitions such as on **Idea Generation** and **Design Thinking**. The EDC club has tried to motivate the students to confidently pursue their dreams through various initiatives like **Organic farming**.

The College **in association with the NSS unit** promotes regular engagement of students and staff with neighbourhood community for their holistic development and sustained community development through various activities and training programmes for rural women, to settle community issues, thereby sensitizing the staff and students on their social obligations. The College also collaborates with other organizations for extending outreach activities. In appreciation for such promotional support the institution has received several

awards and recognitions.

Teachers at Yeldo Mar Baselios College have **authored 12 books** and published **3 research papers** in UGC CARE list journals. The college has conducted **23 workshops/seminars** on Research Methodology, Entrepreneurship, and Intellectual Property Rights (IPR). The college maintains **30 functional MoUs** with national/international institutions/industries for academic and research collaborations. The college has received **28 awards / recognitions** for various extension activities.

Infrastructure and Learning Resources

Our college offers **13 Programmes** (including PG Programmes) which are **categorized into 7 Departments** to handle the programmes effectively. All these programmes were smartly classified and grouped into 3 blocks to handle effectively according to their required services in the institution.

Physical facilities

There are 48 classrooms, well-equipped with ICT facilities, surveillance cameras, and internet. There are **20 laboratories** well-equipped according to the department requirements such as Classical Animation Studio for **traditional 2D animation**, **3D Animation lab**, **Stop Motion & Experimental Animation Studio**, Stop Motion Asset-making lab, Sound **Recording & Mixing Studio**, Shooting Floor, Video Editing Suite, In-house Design Studio, Computer Labs for Computer Science & Animation and Graphic Design Departments, Creative Den & Architectural Studio for Interior Department, Fashion Art Lab, **Pattern Making Lab**, Draping Lab, **Garment construction Lab**, CAD Studio, **Mirror Room**, Locker Room, Separate Room for Locking Machine.

To enhance various skills in students, various opportunities in the stream of workshops, webinars, seminars, sports and cultural activities, soft skill development, personality development, communicative language session, social awareness programs, etc. are provided to them. Space for these programs with modern facilities are provided such as **Indoor Seminar Hall** with ICT facilities, **Indoor Miniplex AC theatre**, Omni theatre for small range activities like exhibition, flip cases, expert sessions etc.

Library as Learning Resource

Our library functions with the main objective of collecting, organizing and disseminating to meet the educational, professional and recreational needs of students, faculties and other staff of the college. The library, established in 2003, is spacious enough to accommodate a hundred students at a time. The library is fully computerized and the document collection has also been barcoded. The library collection includes several valuable **Reference Books**, Project Reports as well as **subscriptions to newspapers and periodicals**. Library also facilitates access to a number of **e-books and e-journals** through it's institutional membership in **National Digital Library**. Our library follows the **open access system** and the books are properly stacked in accordance with the Dewey decimal classification system, consists of a collection of over 5400 volumes.

Student Support and Progression

Yeldo Mar Baselios College offers graduate and postgraduate courses for students from various socio economic backgrounds. Students are benefited from various governmental and nongovernmental scholarship

schemes. The institution provides the opportunity to the students for various capability enhancement development schemes to inculcate graduate attributes. Personal development along with soft skills are an integral requirement for Career advancement and for better placements. Counselling sessions are arranged for the outgoing batch of students.   The institution has also started a Finishing school to tune the character formation.   These support services prove to be very much effective as shown through high profile of the placements and progression into Higher Education

A grievance cell functions under a coordinator. There are existing mechanisms for the timely redressal of grievances. Complaints and suggestions are received directly and also through online.

The College has an active   student council and various associations. These student groups are entrusted with activities that benefit the overall character formation. Students are also included in many decision making committees such as editorial committee, library committee, IQAC, accreditation committee, subject committee, etc. Adequate opportunities are provided for the students to excel in co-curricular and extra-curricular activities. Students have won many awards and recognitions in cultural and sports competitions. The alumni reunions are arranged annually along with workshops / seminars for the enhancement of knowledge and also to maintain relationships with the institute. The Alumni contribute to curriculum enrichment by providing their feedback, acting as a resource person, and also by sharing the experiences.

Governance, Leadership and Management

Yeldo Mar Baselios College supports   excellence in knowledge, demonstrable skills, good   behaviour upholding its mission and values. The Institute collects feedback from all the students on teaching, curriculum and support services. The feedback report from employers and alumnae are analysed to improve the overall performance. Periodic evaluations include Student -Teacher evaluation on the overall performance on the teachers, Performance Based Self Evaluation by teachers and administrative staff. The outcome is discussed with the concerned staff member for corrective measures. A good system of Grievance redressal also exists. Accordingly developmental plans are chalked out with all stake holders . The Governing body is also looking into various prospects on implementing requirements as per the National Education Policy. The college follows a decentralized pattern of administration. Each staff member is designated with an assigned duty to preform independently. The institutions is also ISO certified and follows a stated Quality manual.

Since the institution is self funded in its functioning, it depends on fund mobilisation of a priority requirement. The functional status of the college has elevated the demand ratio mobilisation of leading to a balanced mobilization of funds. The income and expenditure is audited every year through an internal mechanism and externally by a Chartered Accountant. The welfare measures extended to staff members also improved the employee retention rate thereby having more experienced teachers on the rolls.

A very active IQAC functions within the campus. Regular meetings are carried out and its minutes are noted. The annual Quality initiatives put forward by the IQAC are discussed in the Governing body for proper implementation.

Institutional Values and Best Practices

The institution promotes gender equity and sensitization programmes effectively in bringing up a society devoid of gender discrimination by providing adequate facilities. Awareness classes are held with the help of

eminent women leaders. Women are empowered with education and skill to bring in equality in society. Through implementing alternate power source and water recycling techniques students are educated on natural resources conservation for future generations. Ethics are inculcated among the students by new initiatives through add on courses. The institution being located in the rural area it always participates with activities that contribute to the society through public health awareness. National festivals are observed and the young generation is appraised on proper constitutional obligations. Emphasis is also laid up on public health awareness. The Institution always follows the path of inclusive approach catering to all sections of the society in all admissions, appointments and in extending support to academic and extra academic activities.The rights and values for exceptional characterization of an individual are inculcated through learning process.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	YELDO MAR BASELIOS COLLEGE, SOPHIA PARK, KOTHAMANGALAM
Address	Sophia Park, Kothamangalam
City	Ernakulam
State	Kerala
Pin	686691
Website	www.ymbc.edu.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	K M George	0485-2826772	9497681543	-	iqac@ymbc.in
IQAC / CIQA coordinator	Raji Ramakrishnan Nair	-	6282155548	-	rajiofficial79@gmail.com

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	Yes minority certificate_compressed.pdf
If Yes, Specify minority status	
Religious	Christian
Linguistic	
Any Other	

Establishment Details		

State	University name	Document
Kerala	Mahatma Gandhi University	View Document

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Sophia Park, Kothamangalam	Rural	10.4	9286.1

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,Department Of Commerce	36	Plus Two or Equivalent	English	60	54
UG	BCom,Department Of Commerce	36	Plus Two or Equivalent	English	60	54
UG	BCom,Department Of Commerce	36	Plus Two or Equivalent	English	120	114
UG	BCA,Department Of Computer Applications	36	Plus Two or Equivalent	English	90	90
UG	BBA,Department Of Business Administration	36	Plus Two or Equivalent	English	60	60
UG	BA,Department Of Animation	36	Plus Two or Equivalent	English	40	40
UG	BA,Department Of Animation	36	Plus Two or Equivalent	English	40	40
UG	BA,Department Of Animation	36	Plus Two or Equivalent	English	60	60
UG	BSc,Depart	36	Plus Two or	English	60	26

	ment Of Fashion Technology		Equivalent			
UG	BA,Department Of Interior Design	36	Plus Two or Equivalent	English	60	37
PG	MCom,Department Of Commerce	24	BCOM or BBA or BBM with forty five percent for part III subjects	English	50	29
PG	MA,Department Of Animation	24	Any degree or BTech or BFA with forty five percent for part III subjects	English	15	10
PG	MSW,Department Of Social Work	24	Any degree with fifty percent marks	English	30	30

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				0				5				73
Recruited	0	0	0	0	5	0	0	5	37	34	0	71
Yet to Recruit				0				0				2

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				27
Recruited	6	20	0	26
Yet to Recruit				1

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				4
Recruited	4	0	0	4
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	0	0	0	0	0	1
M.Phil.	0	0	0	1	0	0	0	0	0	1
PG	0	0	0	3	0	0	27	28	0	58
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	10	6	0	16
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	1	4	0	5

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	1122	0	0	0	1122
	Female	434	0	0	0	434
	Others	0	0	0	0	0
PG	Male	47	0	0	0	47
	Female	92	0	0	0	92
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	7	2	8	6
	Female	2	6	2	3
	Others	0	0	0	0
ST	Male	1	1	1	2
	Female	0	0	1	0
	Others	0	0	0	0
OBC	Male	53	25	27	26
	Female	20	15	29	38
	Others	0	0	0	0
General	Male	379	287	266	227
	Female	148	183	207	210
	Others	0	0	0	0
Others	Male	10	0	0	0
	Female	3	1	0	1
	Others	0	0	0	0
Total		623	520	541	513

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Yeldo Mar Baselios College (YMBC) has a very meaningful vision to revitalize the purpose of education for the fullest growth and freedom of soul. We offer varied and mixed combination of Traditional and Professional Programmes for the holistic development of the student community. The new tech Add on courses like Cloud Computing, Artificial Intelligence, Data Analytics, Logistics etc. help students to develop their innovative ideas. Our National Service Scheme brings students closer to the community for 'socialization' and finds solutions to the societal needs and challenges. We also have Planning Forum, PTA, Alumni Association, Social Service League, Charity Clubs and other academic and non-academic activities for the realization of our Vision and Mission.
2. Academic bank of credits (ABC):	The institution has a vibrant teaching and non-teaching community with utmost loyalty and academic experience. We have students from various parts of the country formulating the spirit of Indian Culture- Unity in Diversity. We are inclined to organize online classes and State level, National level and International level seminars for the benefit of our participants across the country. Our Teachers have published 14 books during 2021- 2022 with ISBN, keeping all International Standards. We have excellent instructional and infrastructural facilities suited to the academic pursuit. They include an Air Conditioned Theatre, Conference Hall, Seminar Hall, ICT enabled classrooms, two Prayer Rooms, well equipped Laboratories and a fully automated Library with internet facility in tune with NEP 2020.
3. Skill development:	Empowering the society can easily be done by skill development and we equip our students for the same. We invite Scholars and Leaders to our college for imparting their erudition of knowledge and practical wisdom to our students. Our academic Programmes provide great opportunities for the vocational needs of our society in harmony with the Universal human values like Truth, Righteousness, Peace, Love, Non-violence, Scientific Temper and other life skills.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	We have great admiration and respect for our diverse culture, language and tradition of our country. We have many Forums and Clubs wherein the participation of our Staff and Students is very conspicuous. We recommend students to attend all

	Programmes offered online or offline with a view to promote learning Indian Languages, Indian traditional culture, Indian Arts and Indian Values of Life. They are also asked to have the certificates issued by the competent authorities conducting such courses.
5. Focus on Outcome based education (OBE):	Our Mission is to focus on outcome based education to bring out the best for the benefit of our Students. Our educational system is student oriented and our activities are to achieve those objectives and value based outcomes. There are provisions for Students' Appraisal of the Teachers from time to time and the appraisals of the students are done through various Assignments, Test Papers, Internal Examinations, and University Semester Examinations etc.
6. Distance education/online education:	In the context of the Special situations due to the Pandemic and other Calamities, Online Mode of Education is sought after. We have conducted Online Faculty Development Programmes and Students' Oriented Programmes very effectively. Online education has become quite common and significant during these days.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1695	1517	1423	1354	1193

File Description	Document
Upload supporting document	[View Document]()
Institutional data in the prescribed format	[View Document]()

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 60

File Description	Document
Upload supporting document	[View Document]()
Institutional data in the prescribed format	[View Document]()

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
62	56	59	57	56

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
530.72	490.35	275.49	210.98	168.20

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4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Curriculum Planning

Yeldo Mar Baselios College ensures effective curriculum planning in tune with the curriculum prescribed by the university with special emphasis on the following matters.

1. Academic calendar:

The institution follows an Academic calendar issued by the University. The time table is prepared by the institution and HoD.

2. Teaching Plan and Teachers' Diary:

A Teaching plan is prepared by every faculty member at the beginning of the academic year.

Curriculum Delivery and Management

1. The Classical Lecturing System

The conventional lecture method facilitates the teacher to interpret, explain and revise the content of the topic, for better understanding of the course by the students. At the end of instruction of each unit, the students are given specific assignments which enrich their learning.

2. ICT Facilities available in all departments

In the institution, the classrooms and labs are ICT enabled with projectors installed and the campus is enabled with high-speed Wi-Fi connection. The faculty extensively use Google Classroom, Google Meet, Google Sheets, etc. as tools to enhance the quality of teaching-learning.

3. Innovative Teaching Methods

Innovative methods like group discussion, debates, big book, cosplay, street play and puppetry are used for effective delivery of curriculum. Study materials, notes and question banks are provided in the class and through online manner. Group projects are assigned to teach them team spirit, sharing and to develop presentation and research skills.

4. Faculty Development Programme

Faculty Development Programmes are conducted for the benefit of teachers to enhance the knowledge and skills in delivering the curriculum.

5. Internship / Projects

Internships and projects are an integral part of the Curriculum.

6. Educational Tours

Study tours are organized in rural/urban areas.

7. Student Research Projects

Research project/dissertation/thesis provides processes to link knowledge/research to social work policy planning, practice, administration and education.

8. Models and Charts

The institution uses charts and models related to facts presented in the form of diagrams, table, graph, or other visually organized model.

9. Continuous Internal Assessment

Continuous assessment system is carried out for formative assessment

10. Feedback System

The institution collects the stakeholder feedback regarding curriculum, for necessary corrective action

11. Remedial and Bridge Classes

Teachers identify slow learners and advance learners among the students to provide them with remedial coaching classes or special assignments.

12. Result Analysis

Result Analysis is done every semester to assess the impact of curriculum delivery process and to make collective measures.

13. Library Assistance

The College has a well-equipped library which provides additional resources for the learning process.

14. Laboratory/Online Demonstrations and Museum

There is optimum utilization of well-equipped laboratories for Practicals.

15. Expert Interaction

Walk with a Scholar (**WWS**) Programme is envisaged to provide necessary orientation, and nourish their talents for higher studies and better employment.

16. Tutorial Assistance

Tutorial assistance is given to students to assist them in the learning process

17. Programme Outcome attachment level is evaluated for corrective measures

Outcome analysis is also carried out to assess the level of curriculum transaction process.

File Description	Document
Upload Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

Response: 14

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Response: 6.78

1.2.2.1 **Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
235	101	109	42	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

Education at Yeldo Mar Baselios College aims at bringing out the best in human beings. Our vision is to revitalize the purpose of education for the fullest growth and freedom of soul. It makes an all-round development of the individuals. It is in this context; this institution integrates all relevant issues pertaining to life. A proper orientation and training are inevitable for the promotion of professional ethics, gender Justice, human values, environment and Sustainability.

The institution ensures academic flexibility to integrate relevant contemporary concerns on Environment, Sustainability, Gender, Ethics and Human values and is addressed by conducting seminars, awareness programmes, annual observance of Important Special Days, executing projects and organising special programmes.

Environment and Sustainability

Environmental Education helps students to understand how their decisions and actions affect the environment. It builds knowledge and skills necessary to address complex environmental issues, as well as ways to keep our environment healthy and sustainable for the future. It encourages character building and develops positive response to attitudes and values. Multidisciplinary nature of environmental studies, scope and importance, need for public awareness, natural resources, renewable and non-renewable resources and associated problems, forest resources- use and over-exploitation, deforestation, green entrepreneurship, control of various pollution, ecosystem restoration etc are the important topics covered by almost all the departments.

Human Values

The curriculum ensures the delivery of Gender issues such as gender identity, Gender Discrimination, Human Rights (Civil and Political Rights, Economic, Social and Cultural Rights), main human rights related organs (UNESCO, UNICEF, WHO, ILO, Declarations for women and children, Universal Declaration of Human Rights). Human Rights in India – Fundamental rights and Indian Constitution, Rights for children and women, Scheduled Castes, Scheduled Tribes, Other Backward Castes and Minorities are taught in almost all disciplines. IT & Society, cybercrimes, cyber threats, cyber security, privacy issues, cyber laws, cyber addictions, information overload, related health issues are taught to the students so that they can transfer their knowledge and skill to the community they deal with.

Professional Ethics

In order to nurture best ethical practices among the students, several courses have been included in the curriculum. Perceptions of students on professional ethics have been enriched by exposing them not only through the curriculum but also through different kinds of seminars, workshops, lectures by eminent scholars with a view to imbibe and practise moral values in their profession.

The curriculum ensures the course related to environment, human rights or gender sensitization environment sustainability, social legislation, human rights etc. are studied by students of any discipline.

PROGRAM	COURSE	COURSE CODE	CROSS-CUTTING ISSUE ADDRESSED
B A Animation and Graphic Design	Environmental studies and human rights (Theory)	AG5CRT14	Environment
B A Multimedia	Environmental studies and human rights (Theory)	AG5CRT14	Environment
BBA	Issues that Matter	EN2CCT03	Environment
BCA	IT & Environment (Core)Human Rights	CA5CRT15	Environment
B Com	Environment Management and Human Rights	CO5CRT15	Environment
MSW	Social Legislation and Human Rights	SW01040	Human Values
BFT	Sustainable Textiles and Environment	FT5CRT26	Environment
B A Interior Design (Visual Arts)	Environmental Studies and Human rights	AG5CRT14	Environment

File Description	Document
Upload Additional information	[View Document](#)

1.3.2 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 27.67

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 469

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)

Response: Yes

File Description	Document
Upload supporting document	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 94.34

2.1.1.1 **Number of students admitted year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
706	623	520	541	511

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
745	745	555	515	515

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.1.2 Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)

Response: 46.72

2.1.2.1 *Number of actual students admitted from the reserved categories year - wise during the last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
109	82	50	68	75

2.1.2.2 **Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
275	203	125	109	110

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.2 Student Teacher Ratio

2.2.1 Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 27.34

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 using ICT tools

Response:

The holistic development of students is the primary concern of the Institution and has implemented various student-centric methods to accomplish the goal. The curriculum of the programmes offered, has the feasibility of adopting innovative student-oriented teaching and learning methodologies.

Experiential Learning

Each department coordinates internship specifically for each programme. The students get the opportunity to experience on-the-job training through professional projects assigned by the concerned professional studios where they are doing their internship. The internship programmes with prominent professional organizations will make the students career-oriented and they can develop rapport with eminent professionals.

- **Project work**

Internship or Field Projects in industry (Minor and Major projects)

- **Practical sessions**

Practical experience and their evaluation are carried out as per the University requirements

- **Industrial Visits**

Students are taken to industries to understand their functioning and organisational structure.

Participative Learning

Post Graduate students of some departments such as the Department of Animation are assigned as teaching assistant in graduate-level classes, which enhance the interaction and communication levels of both groups.

Discussions

The process of discussion of various topics by the students will allow them to bring out new opinions, suggestions and innovative ideas etc.

Quizzes

Conducting the various Quizzes will help the students to get more knowledge about the various topics not only relating to their Subject but also the General knowledge.

Flipped Classroom

A flipped classroom is an instructional strategy and a type of blended learning, which aims to increase student engagement and learning by having pupils complete readings at home and work on live problem-solving during class time. Flipped classroom concept is being implemented to the fifth semester B. Com taxation students and first semester B. Com computer students.

Collaborative Learning

This is followed by the teachers, where we prepare to share knowledge and authority with the students. In this form of learning, the learning responsibility is shared among the members of the group. The teachers or facilitators spell out the decisions of each student through discussions.

Interactive Learning

It is a participatory learning activity adopted by the faculty members. We create an atmosphere that enables the learner to discover new concepts, different ideas and designs. The students contribute intellectually to learn the concepts of design thinking and come out with versatile design ideas.

Problem-solving Methodologies

Faculty members conduct classroom seminars and quizzes for students. Students organize exhibitions and fests regularly. Exhibitions of student works provide confidence and inspiration to the students.

○ **Case studies**

As part of interior project work, some departments often make case studies, which will help to know the design details of their project and they can make a better design.

○ **Surveys**

Conducting surveys helps to develop the capability for inquiry and analysis.

File Description	Document
Upload Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years

Response: 90.34

2.4.1.1 **Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:**

2021-22	2020-21	2019-20	2018-19	2017-18
78	68	61	57	57

File Description	Document
Upload supporting document	[View Document](#)

2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 9.31

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
07	06	05	05	04

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The institution makes sure that the internal assessment system is transparent and robust in terms of regularity and methods. Students who are admitted to the concerned course are assessed continuously through various evaluation processes at college. The college prepares an **Academic Calendar** in line with the university calendar prior to the commencement of the academic year in consultation with the Heads of the Departments. The schedules of internal assessments are clearly charted in the calendar and communicated to the faculty at the beginning of the semester. For an effective understanding of the evaluation process, the faculty members give class-wise/ course-wise instructions about unique features of internal/external evaluation of that course.

Continuous evaluation is made through Module Tests, Internal Examination, Assignments Submission, Field Visit / Field Work and Seminars Presentation. Module tests are conducted regularly as per the schedule given in the academic calendar. Module tests are conducted by all teachers at the end of each module of the syllabus. The weightage for the Module tests varies as per the concerned faculty. Personal guidance is given to the poor-performing students after their assessment. The teachers make sure that the pattern of the questions is varying for different modules.

The **internal examination** schedule is displayed on the notice board in advance. Question papers are set based on Course outcomes and are approved by heads of the departments. The internal assessment mark lists are displayed on the notice boards. The subject teacher briefs the students in the classroom about their attendance and performance in the internal examinations. It is a practice of the college to show internal examination answer books after evaluation to the students in the class for self-evaluation. Students are free to interact with the teacher to resolve grievances if any.

Concerned faculty will assign students a topic for the seminar and they have to present it in front of the seminar coordinator, department faculty and their class students. The seminar presentations are assessed based on Topic selection, Presentation, and Report preparation. Staff meetings are conducted periodically to review the evaluation process. At the end of each semester, the Heads of the Departments verify the internal marks for all the students.

Internal Evaluation Process Includes:

1. Module Tests
2. Internal Examinations
3. Assignments Submission
4. Field Visit / Field Work
5. Seminars Presentation

Frequency

1. Internal summative evaluation – Twice a semester
2. Continuous formative evaluation – monthly

3. Projects – Once in a programme
4. Seminars/assignments – once a semester

The mechanism for Internal Evaluation:

1. Examination cell
2. Internal examination co-ordinator
3. Department Calendar
4. Question paper setting
5. Result Display
6. Faculty-student personal interaction

File Description	Document
Upload Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1 Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website and attainment of POs and COs are evaluated

Response:

Focusing on the **Outcome Based Education**, the institution has prepared the Programme Outcomes. The teaching and learning process is completely dependent upon the analysis, and evaluation of programme and course outcomes.

Statement of Outcomes

- Programme Outcomes **(POs)** are prepared separately for the UG and PG programmes at the institutional level and monitored by the IQAC. The outcomes are stated by incorporating the content of new generation programmes of the institution.
- Programme Specific Outcomes **(PSOs)** and Course Outcomes **(COs)** are prepared at the University level since the college follows an affiliated system.
- Course Outcomes which are not stated by the university are prepared by the course coordinator under the guidance of the Head of the Department (HoD). The process includes an analysis of each course and outcomes prepared before getting approval from the Governing body.

Display

The outcomes are displayed through different modes on the campus to help teachers and students to be acquainted with the purpose and process of teaching-learning. The various display modes in the institution are:

- Website
- General Campus display
- Department Notice Board
- Classroom Notice Board

Communication to the Teachers:

- Communication with the teachers is done by the monitoring committee headed by the IQAC coordinator.
- Mechanism to apply OBE on the campus:
  - HoD of each department along with other faculty members of the department to analyse and internalize outcomes.
  - HoD of each department prepares Programme Specific Outcomes (PSO) and Course Outcomes (CO) on the basis of learning objectives mentioned in the university syllabus and the vision and mission of the institution.
  - Course data sheet with details of COs of each course, CO-PO, CO-PSO maps and justifications are filed for each course.
- OBE Manual in the IQAC with Programme Outcomes, Programme Specific Outcomes and Course Outcomes of all programmes and Courses for ready reference.
- IQAC also organises various workshops on OBE.

Communication to the Students:

- POs, PSOs and COs are well displayed on the website, department notice boards and classroom notice boards
- During the Departmental induction meeting, the programme outcomes are explained in detail to the first-year students.
- The course-in-charge explains course outcomes and relates such outcomes to POs and PSOs.
- Each department keeps a booklet for POs, PSOs and COs and soft copies of the same are made available to the students as and when needed.

Outcome Attainment Evaluation:

The mechanism to evaluate outcome attainment is two-tiered - **Direct Evaluation** and **Indirect Evaluation**.

PO – CO mapping

Mapping of Programme Outcomes against Course Outcomes is mapped by the course committee comprising the course coordinator, HoD, and another expert. They also form the minimum required benchmarks for attainment.

Course Outcomes:

Direct Attainment evaluation - COs are analysed with the Scores of the students in the following:

- Internal Examination

Programme Outcomes and Programme Specific Outcomes:

Indirect Attainment Evaluation - PO and PSO are done through the values attained through:

- Exit Survey

Once the final attainment is calculated, corrective measures are initiated if necessary.

File Description	Document
Upload Additional information	View Document

2.6.2 Pass percentage of Students during last five years

Response: 65.39

2.6.2.1 **Number of final year students who passed the university examination year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
273	353	276	258	236

2.6.2.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
491	499	402	370	373

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.89

06-01-2023 01:47:08

File Description	Document
Upload database of all students on roll	View Document

Criterion 3 - 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 last five years (INR in Lakhs)*

Response: 0.85

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
0.85	0.0	0.0	0.0	0.0

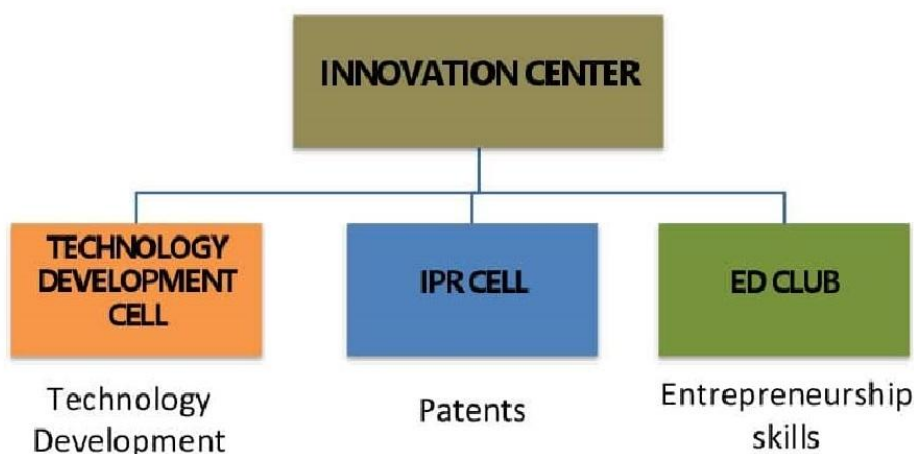| File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

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

Response:

The College has created a niche to support the growth of innovation and entrepreneurship among staff and students and to develop an innovation culture on the campus. The innovative initiatives, knowledge creation and transfer are productively done under the purview of varied bodies functioning in the College such as:

1. **Institutional Innovation Centre**, has a coordinator and two other working members
2. **Three independent cells** function within the centre such as a Technology Development Cell, an IPR Cell and an Entrepreneurship Development Cell.

06-01-2023 01:47:10

The innovation centre works towards achieving the following objectives:

• innovation in the project and product development

• incubation and business

• to train students in entrepreneurial activities

• skill development

The **Technology Development Cell** promotes applied research for the development of structural innovations. The **Entrepreneurship Development Cell** trains students in entrepreneurial skills and builds a culture of self-independence through entrepreneurship. The Cell also arranges industrial visits and business awareness classes. It will also furnish practical sessions on skill development training. The **IPR Cell** organizes various IPR awareness programs and guides students, and faculty on how to obtain patents

from their research.

Achievements

- **Interactive Robot**

The proposed Technology is a humanoid robot to use against covid-19. This robot is able to check the temperature and provide sanitiser. It also has a camera associated with it. Using the camera, robot scans people's faces, and when it finds one, it checks whether that face has a mask or not. The robot is equipped with a camera and display. It records every face it sees. It can remember faces which do not have a mask and thus violates covid-19 protocol. If the temperature is higher than it is supposed to be, the robot will warn everyone by the alarm. It can find social distancing violations. The distance between two people will be calculated and compared with the given standard distance and if it is observed to be less than the standard distance, the robot will warn by the alarm.

- **Face recognition Attendance registering system**

A face recognition system has been developed which can be further developed for classroom usage

- **Sensor controlled lighting**

As a measure to control the power usage, this development ensures bringing down the waste of electricity

- **Organic farming**

The entrepreneur wing has organized organic farming workshops to benefit staff and students and the local community.

- **Exhibition based on the development of portfolio:**

A fashion portfolio is a collection of all the samples created by a fashion designer. The Department of Fashion Technology organizes a portfolio exhibition by third-year students with different themes and styles. The exhibition was conducted on 30 March 2021.

- **Hologram**

Work is being progressed on the designing and fabrication of Holographic projection.

- **Ideathalon**

A workshop and a competition were held on Idea generation leading to Design thinking.

File Description	Document
Upload Additional information	[View Document](#)

3.2.2 *Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years*

Response: 23

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
21	00	00	00	02

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1 *Number of research papers published per teacher in the Journals notified on UGC care list during the last five years*

Response: 0.05

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
03	00	00	00	00

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.25

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in**

national/ international conference proceedings year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
14	00	00	01	00

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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 last five years.

Response:

As a socially committed and responsible institution, **Yeldo Mar Baselios College** strongly believes in holistic development focused on quality education. The college inculcates values, creates awareness on duties & responsibilities towards the society among our students so as to engage them in the social commitment programs.

We spread out to Media, Art and Design, Commerce and Business, Social Service and Technology, we could deliver our hands to a wide, vivid & varied areas of our surroundings and society.

At Yeldo Mar Baselios College, we make our students understand, Media, Art and Design are beyond entertaining people, they can provide joy, interaction and inspiration to the community. One among these, is the **'Jeevitham thanne lahari'** (Life is the Real Drug) program that carries out on each ' World Animation Day' as a message to the public and the peer group in order to educate the danger of substance abuse, through the large live canvas painting by the students in front of the Muvattupuzha Municipal Town Hall.

We also conduct art campaigns to support the financially weak educational institutions, rural Government schools, orphanages, anganwadis (Kindergarten).

The value of life is priceless, the awareness programme on the importance of wearing helmet and obeying traffic rules, by organizing a bike rally covering 14 kms in association with Muvattupuzha municipality and traffic police control. The blood donation camps by our students could serve a lot to it.

Mental health is equally important as Physical health. Knowing it, our students visited and conducted motivational session and counselling for the people and students of Kavalappara, Malappuram; where the flood devastated drastically in 2019.

A numerous activities on Covid Care and prevention had been carried out by the Yeldo Mar Baselios

College students, as '**Hello Doctor**', a covid medical help initiative to support covid affected people through a telephonic advice and guidance, for one month consecutively.

Another initiative from us is the series of activities based on the concept '**Caring through Sharing**', a tribal village adoption program in Association with the department of tribal development, over the concept focuses on teaching the tribal girls of government Pre -metric tribal hostel, Neryamangalam; with the handcrafts and products.

Also, in association with our Miniplex theatre, our film club joined hands with Muvattupuzha Film Society **to bring Kerala Chalachitra Academy's travelling film fest to our locality** for the benefit of the rural community to enjoy international films.

Participatory Rural Appraisal at Perumbalam, community organisation programs and 3-day rural Camp at Kuttampuzha for community related activities, Red Cross surveys and visit to peace Valley hospital and charitable trust and the Facio Charity Club function as a better space for students' charity initiatives. Through this, we could deliver a lot of programs for the awareness and upliftment of the rural society.

File Description	Document
Upload Additional information	[View Document](#)

3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Extension activities form an integral part in extending holistic support for the overall development of the student character. College insists that every student and staff member develop their potentialities through community oriented extension activities. Various bodies like **NSS**, **Clubs, Cells**, and **Associations** ensure students' participation in the social activities. The commitment shown by the staff and students has received much appreciation and motivation through Individual and institutional recognitions and awards. These **recognitions and awards are testimonials** to the efforts of the **college for community development**.

RECOGNITION LETTER / APPRECIATION LETTER

Caring Through Sharing	Project Based Cultivation	Eye Check Up Medical Camp (in association with Ahalya Foundation)
Dental Treatment Camp	Field Internship Programme (High Range Development Society(HDS), Idukki)	School Cleaning
Computer Awareness Class, Kudumbasree	Field Internship Programme(Mother and Child Foundation, Thodupuzha)	Training for Hand Wash Production ,Kudumbasree Members
Ayurveda Hospital Cleaning	Field Internship Programme (Al-Azhar Medical College And Super Speciality Hospital)	Training for Hand Wash Production, Govt L.P School,Puthuppady
Campus Cleaning Govt.VHSS,Mathira ppilly	Blood Diagnosis camp Blood Donation Awareness class (Collaboration with Dharmagiri St.Joseph Hospital)	Planting Trees and Cleaning School Premises
Clean City project(Tree Pandappilly)	Eye Camp (Collaboration with Ahalya Foundation)	Training Mobile Application to Kudumbasree Members and Senior Citizens
Hunger Hunt Through Cloth Bank	Public Library (Collaboration with CDS Kudumbasree)	Eye Check Up Medical Camp(coordination with Ahalya Foundation)
Supply Of School Accessories	Field Internship (Santhwanam)	Training Mobile Application to Kudumbasree Members and Senior Citizens
Cochin Heritage(Cleaning Project)	Eye Camp (collaboration with Ahalya Foundation), Smart Phone Training	-
Blood Donation	Dental Camp (Collaboration with Annoor Dental College)	-

File Description	Document
Upload Additional information	

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 organised in collaboration with industry, community and NGOs) during the last five years

Response: 29

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., year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
06	03	05	11	04

File Description	Document
Upload supporting document	
Institutional data in the prescribed format	

3.5 Collaboration

3.5.1 Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 30

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

Response:

Our college offers **13 Programmes** (including PG Programmes) which are **categorised into 7 Departments** to handle the programmes effectively. All these programmes are smartly classified and grouped into 3 blocks to handle effectively according to their required services in the institution.

The college consists of well-structured classrooms with ICT facilities, fully equipped laboratories according to the requirement of the students, hi-tech computers, smart classrooms, miniplex & Omni theatre.

Classroom Facilities:

1. 48 classrooms, most of them with ICT facilities like projector, Smart TV and dedicated computer system with a hi-speed internet connection to the faculty members and students to handle and get benefits of the hassle-free classroom experience.
2. Classrooms are equipped with surveillance cameras for security and invigilation purposes.
3. Classrooms are networked to the server for seamless operation where connectivity and data are prior to focusing.

Laboratories Facilities:

There are **20 laboratories** well-equipped according to the department requirements like:

- Classical Animation Studio for traditional 2D animation
- 3D Animation lab,
- Stop Motion & Experimental Animation Studio
- Stop Motion Asset-making lab
- Sound Recording & Mixing Studio
- Shooting Floor
- Video Editing Suite
- In-house Design Studio
- Computer Labs for Computer Science & Animation and Graphic Design Departments
- Creative Den & Architectural Studio for Interior Department
- Fashion Art Lab
- Pattern Making Lab
- Draping Lab
- Garment construction Lab
- CAD Studio
- Mirror Room
- Locker Room
- Separate Room for Locking Machine.

Computer & ICT Facilities:

1. Total of 189 computers with varied system configurations according to the requirement of each programme under every department.
2. Two dedicated server systems to store data on a central hub.

Total no. of Classrooms with ICT: **31**

Total no. of Classrooms: **48**

Percentage of Classrooms and seminar halls with ICT: **65%**

Cultural Activities:

Our Cultural Committee promotes various cultural activities and public speaking skills of students. Clubs like Film Club, Music Club and Quiz Club, have frequently organized meetings, training and workshops to cater to the taste and skills of the students. The institution organizes College Fest – YUGMA every year and felicitates the students who have performed well in the events. Days like Onam and Christmas are vibrantly celebrated in tune with the cultural sentiment of the state.

Sports and games (indoor, outdoor)

Spacious playgrounds are made available for the students in our institution, Well-equipped infrastructural facilities are available for sports and games. The facilities include the following

1. Spacious playground within the campus
2. Separate areas for football, Cricket, Badminton, Basketball and Shuttle Badminton
3. Collaboration with nearby schools and colleges to conduct sports activities.

File Description	Document
Upload Additional information	[View Document](#)

4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

Response: 61.36

4.1.2.1 **Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
320.27	369.41	156.66	104.40	77.55

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

Response:

Yeldo Mar Baselios College has a good library named after **St. Gregorios**. The library offers students an excellent selection of books, journals and magazines on all subjects and internet facilities. The Gregorian Library has a collection of over 5400 volumes. The library subscribes to journals, periodicals, newspapers and e-resources named J-Gate. The library is automated with Circulation and information retrieval. The **library is open from 9 AM to 5 PM** on all working days.

Our library functions with the main objective of collecting, organizing and disseminating to meet the educational, professional and recreational needs of students, faculties and other staffs of the college. The library, established in 2003, is spacious enough to accommodate a hundred students at a time. The library is fully computerized and the document collection has also been barcoded. The library collection includes several valuable Reference Books, Project Reports as well as subscriptions to newspapers and periodicals. Library also facilitates access to a number of e-books and e-journals through its institutional membership in National Digital Library. The Gregorian Library follows the open access system and the books are properly stacked in accordance with the Dewey decimal classification system.

Library services

- **Reference services:** library has a rich collection of reference books on different branches of knowledge.
- **New arrivals**: new arrivals are displayed on a special rack for two weeks.
- **Internet facility**: five computers are provided for internet service in the library.
- **Reading room**: 100 members can use the library reading room facility at a time. facilities are also provided in the stack room for reference.
- **e-resource facility**: the library provides access to e-newspapers, e-books and e-journals.
- **User awareness programmes:** college library conducts a library user orientation for first-year degree and post graduate students every year.
- **Book bank facility**: library has a book bank having essential textbooks in all subjects. books are issued to students economically backwards and thereby help them to prepare for university examinations as they can borrow these books for a longer period of time.
- **Reprographic facility**: our library also provides a photostat facility.

- **Usage of library:** - the percentage per day usage of library teachers and students is as follows: -

Academic year	Total numbers of teachers/students visited the library (a)	Total library working days (b)	Per day usage (d=a/b)	Total number of teachers/students (c)	Percentage of per day usage of library %=d/c*100
2021-2022	6934	154	45.025	1703	2.64

The library is automated using Integrated Library Management System (ILMS)

Koha: An open-source integrated library system software, used worldwide by the public, college and special libraries. The user interface is very configurable and adaptable.

Little Free Library

This new concept was established in 2009, by Todd Herbert Bol in Hudson, USA, and it is introduced in our college in 2022 with absolute freedom of choosing books without any external control for the benefit of the student community. It is a programme depending upon oneself imbibing the spirit of '**Honesty is the best policy.**"

File Description	Document
Upload Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Response:

The Institution has integrated IT facilities and IT Policy which tend to the upgradation as and when it becomes necessary. Upgradation is carried out both at the institute level as well as the department level. Academic processes are integrated with IT to make the system easier, more efficient and transparent.

Internet Connection:

The Internet facility is available at all times within the campus. The connection is regularly updated every

year according to the requirement and at present, the available internet bandwidth is 20 MBPS leased line provided by Asianet which was renewed in 2020. A backup line is also provided with a bandwidth of 10MBPS. Most of the departments are connected with LAN facilities and among them a few have Wi-Fi facilities.

Total Systems available: The institution has a total of 189 computers for students, and it's configuration is upgraded on request from the concerned departments.

Computers used at Institution:

Block Name	Office	For Students	Total
Administrative Block	19	29	48
Marian Block	11	100	111
Media & Design Block	32	60	92
Total	62	189	251

Firewall/Security: The institution uses the firewall service from 2020 and the license is renewed in 2021.

Networking Peripherals: All networking peripherals are of high speed and is under AMC.

Remote Classes: The audio-visual equipment for online classes and for seminars was upgraded in 2021.

Licensed software: Institute has various software needed for academic & administrative purposes which include MS Office & Tally and other specific ones and all of these are upgraded to the latest version with demand. Most of the documentation process was done in open-source environment packages like WPS, VS Code, etc. according to the requirement of the department and the offered programmes.

The licensed version of OS: The institute has licensed copies of the Windows Operating System and also works with open-source operating systems like Ubuntu OS.

Media Lab/Video Lecture making Facility: The institute has a well-equipped media lab where faculties can prepare their video lectures. This has been very useful during the initial phases of the pandemic. And we have a cross-cutting facility of Audio and Video editing suits in the Media and Design wing.

LCD Projectors: As the upgradation of IT facilities takes place in the teaching and learning process, the OHPs on the campus have been intermittently replaced by LCD Projectors.

Smart Television: As the upgradation process to the demand of the Media & Design Department most of the classrooms are replaced with Smart Television in the year 2020.

ICampuz: We are using an online platform to store students' details, student attendance, time-table for faculty & students, which was upgraded in 2021. The online portal is used by admin, faculty, students and parents.

ICT: All the blocks are equipped with computers, printers, scanners, and Photocopier for the documentation purposes of academic and non-academic purposes.

Website and Social Media: The institution has a Dynamic Website and active social media platforms like Facebook, Instagram and YouTube through which most of the students' events and activities are showcased and streamed.

File Description	Document
Upload Additional information	[View Document]()

4.3.2 Student – Computer ratio (Data for the latest completed academic year)

Response: 13.45

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 126

File Description	Document
Upload supporting document	[View Document]()

4.4 Maintenance of Campus Infrastructure

4.4.1 Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)

Response: 6.12

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
53.02	13.22	11.58	11.67	13.02

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

Response: 15.5

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
58	207	252	244	352

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.2 *Capacity building and skills enhancement initiatives taken by the institution include the following*

    1. Soft skills
    2. Language and communication skills
    3. Life skills (Yoga, physical fitness, health and hygiene)
    4. ICT/computing skills

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 0.26

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

06-01-2023 01:47:14

2021-22	2020-21	2019-20	2018-19	2017-18
15	04	00	00	00

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

    1. **Implementation of guidelines of statutory/regulatory bodies**
    2. **Organisation wide awareness and undertakings on policies with zero tolerance**
    3. **Mechanisms for submission of online/offline students' grievances**
    4. **Timely redressal of the grievances through appropriate committees**

Response: C. Any 2 of the above

File Description	Document
Upload supporting document	[View Document](#)

5.2 Student Progression

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 9.87

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
77	59	32	26	23

5.2.1.2 **Number of outgoing students year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
486	499	496	362	356

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 3.33

5.2.2.1 *Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
05	05	04	09	02

5.2.2.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
150	150	150	150	150

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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 last five years

Response: 0

5.3.1.1 *Number of awards/medals for outstanding performance in sports/cultural activities at*

national/international level (award for a team event should be counted as one) year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 3.8

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
6	02	5	04	02

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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

Response:

College has a registered Alumni Association. Even before the registration of the association, we were keen on organizing various class wise and year wise meetings. It has been decided to hold an annual general body meeting during the last week of January every year. As we are concerned about outcome-based education, our alumni play a significant role for the development of the college.

Vision:

To provide a platform to all present and future alumni of the college across the world to aspire and promote Baselian fraternity and collaborate with the institution to bring change in terms of academic and professional excellence.

Mission:

- To connect the existing alumni with Yeldo Mar Baselios College and bridge the communication gap between the alumni and students.
- To promote a goodwill and sense of pride to both alumni and students.
- To associate with the management in planning and execution of alumni events.

Aims and Objectives:

- To maintain contact with the alumni of the college.
- To provide a forum for the alumni to contribute to the cause of professional education and research in the country.
- To provide financial assistance to financially weak and meritorious students who secure admission in the college.
- To arrange motivational talks by eminent alumni for the students.
- To help the community around the college by extending possible social outreach programmes.

The Department of Visual Arts conducted the Alumni meet on the 18th of October 2021. Students from the 2018-2021 pass out batch actively participated in the meeting. The program was well attended.

The Department of Fashion Technology has five batches as its alumni. Seven online alumni meets had been successfully conducted with the participation of a good number of alumni. The meetings were conducted on **19th June 2021, 21st June 2021, 23rd June 2021, 28th June 2021**, 2014-2017, **22nd October 2021, 30th October 2021**

The Department of Computer Applications has conducted Alumni meet on 30-07-2021 for the 2011 batch to 2016 batch students. Nearly 70 to 80 students have attended the meeting. The alumni offered their support in helping the junior students for their placements.

The Department of Business Administration conducted the Alumni meet on 28-08-2021. Students from the 2012 batch to the 2017 batch actively participated in the meeting. The programme was attended by nearly 85 participants comprised by the management, faculty and the alumni from the six batches.

The Department of Animation conducted the online Alumni meet on 30-10-2021 for the 2017 batch to 2020 batch students. Nearly 30 to 40 students have attended the meeting.

File Description	Document
Upload Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance

Response:

Yeldo Mar Baselios College is a Christian minority institution run by Sophia Educational Agency, Kothamangalam (Reg. No ER 564/87). Our vision is **to revitalize the purpose of education for the fullest growth and freedom of soul.** Our mission is **to focus on outcome based education by means of academic excellence and professional commitment**

Under the leadership of a dedicated and supportive management, the college functions through a decentralized and participative system of governance.

Governance Mechanism

The governance mechanism ensures that the activities of the college are allied with the vision and mission of the college.

The Governing Board is the apex body with regard to the matters in policy making. **The Chairman** is the highest authority in the institutional structure. The President of the governing board is the Chairman and the Principal is the Convener. The Chairman is assisted by the Governing Board in matters related to the progress and development of the institution. The Governing Board consists of the Chairman, Vice Chairman, Secretary, Managing Director, Principal and other nominated Members by the Chairman from different areas.

Governing board meetings are to be convened twice a year upon the advice of the chairman. All policy decisions are taken by the Governing body.

1. There is an **Advisory Board**, for the purpose of seeking advice in matters related to the effective functioning of the college.
2. The Governing Board gives timely advice to IQAC to give input for the preparation of strategic plans for the institution.
3. The board meets at least twice a year and finalises the strategic plans.
4. The board will arrange a meeting with the heads of the departments at the beginning of the academic year to formulate a department academic plan as per the strategic plan.
5. The responsibility to oversee the institution is vested with the **Manager and Principal.** The principal imparts timely instructions to the heads of the departments through council meetings and staff meetings.
6. **The Staff Council** comprises of Principal, Deans, HODs, Office Superintendent, IQAC Co-ordinator and **Two** Staff Representatives.
7. The Plan proposed by the **Governing Board and IQAC** is presented before the staff council for discussion and suitable steps may be taken for the implementation.

IQAC plays a significant role in organizing whatever programmes are needed for the quality benchmark of the institution. As a matter of practice, we convene regular meetings under the auspices of Heads of the Departments, Criteria Heads, Staff Council, and subject-wise Associations in addition to organizing international, national, state and regional level workshops and conferences.

Decentralization is an effective means for introducing successful plans and schemes. As per our document policy, duties are assigned right from the Principal to the helper imbibing the essence of the dictum - many a mickle makes a muckle. The democratic way of collective support is quite conspicuous in bringing out the strategic plans one by one. As part of decentralization, we have several clubs, cells, associations etc with the active involvement of the management, staff and students.

File Description	Document
Upload Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc

Response:

A Strategic plan is designed for every three years by the IQAC in consultation with the management, Principal, staff and students of the college. It brings out a detailed plan of action evoking a positive response from the various departments and criteria heads. With a view to implementing Green Campus Drive we have an effective system to plan, implement and monitor our green campus initiatives.

Institutional Governance

The Governing Board is keen on implementing schemes and projects to be undertaken by the college.

Principal: - The Principal is entrusted with the responsibility of managing the day-to-day affairs of the college. He implements the directives of the Governing Board in accordance with the norms and guidelines stipulated by the Government and other regulatory authorities.

College Council: - As per the guidelines of the university, a college council is formed with Principal as its chairman. It includes Deans, IQAC co-ordinator, HODs and members from teaching and non-teaching staff.

Committees and Cells: The administration of the college is largely supported by various committees and cells like IQAC, Planning Board, Staff Council, Governing Board and the like as mentioned earlier.

Appointments: -

Vacancies are created on the basis of work load -16 hours per week. Direct recruitment to the post of teaching staff is made on the basis of interview conducted by a board consisting of the Management representatives, Principal and concerned subject expert and that of non-teaching staff is appointed by the management representatives and the principal as per the requirements.

Promotion: -

Promotion structure is not yet formulated by the university in self-financing colleges and annual increment is given to all teaching and non-teaching staff on the basis of performance.

Service Rules: -

Employees have to comply with the regulations of Mahatma Gandhi University, Kottayam in matters related to university examinations, curriculum revision etc.

Grievance Redressal Mechanism:

There is a Grievance Redressal Mechanism in the college headed by the principal. The cell consists of Principal, Vice- Principal, PTA representative, HOD representative, Junior Superintendent and women cell representative. Any grievances shall be raised before the cell.

Deployment of institutional strategic/Perspective /development plan

The proposed strategic plan is **Management Information System (MIS).** The college has taken steps to develop a software to facilitate an automated and self - reliant MIS. An expert committee is formed for this purpose. It consults with various software companies and decides to select **Insto Technologies Pvt. Ltd (icampuz).** It has been decided that various features are to be included in the software, and decided to set up separate portals for each feature.

Case Study: Implementation of icampuz.

In June 2019, an agreement was executed between Insto Technologies Pvt. Ltd (icampuz) and Yeldo Mar Baselios College to implement icampuz.

The contents and portals are given below:

1. **Mass Messaging**
2. **Learning Management System (LMS)**
3. **Student Portal**
4. **Faculty Portal**
5. **Reports**
6. **Customised Certificates**

File Description	Document
Upload Additional information	[View Document](#)

6.2.2 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

The institution provides sufficient environment ensuring high degree of job satisfaction of the employees. The following are the welfare schemes put forward for the benefit of the employees.

Institution's Welfare Measures

- **Provident Fund -**

    As per the guidelines of the Government in relation to this, 12% of the salary is remitted by the Employer and 12% by the Employee. Out of the remittance of the employer 3.67% goes to Employee's Provident Fund (EPF) and 8.33% goes to the Employee's Pension Scheme (EPS).

- **Employee State Insurance (ESI)**

    The entire treatment expense shall be met by the scheme if admitted at ESI hospitals, Otherwise they get benefit as stipulated by the concerned regulations.

- **Maternity Leave**

    It is granted for 180 days to female staff with salary and their spouse also may get benefit as per rules.

- **Annual staff tour**

    As has been the practice annual staff tour is conducted with the financial support of the management.

- **Canteen facility**

It is available for the staff and students at moderate rates as fixed from time to time.

- **Free wifi facility**

It is also available for the staff at free of cost.

- **Financial support to the staff in case of emergency.**

In case of emergency financial support is given to the staff depending upon the seriousness.

- **Separate parking area for staff and students**

Separate parking areas for the staff and students are provided with orchards and gardens.

- **Quarters**

Living quarters are provided for lady faculty members

Institutional Performance appraisal system for teaching and non teaching staff

- **Teacher's Performance Diary:** A work diary is given to each faculty member at the beginning of the year to record everyday engagements. All details relating to teaching plan, time table, test papers, project works, assignments, mentoring, remedial classes, leave etc.. are recorded. It is monitored by HOD and Principal. It is also evaluated by the management team during internal academic audit. Teachers are also directed to prepare and submit **Teaching plans** in accordance with the **Academic Plan.** Teachers are also evaluated on the basis of various other Administrative and extracurricular assignments.
- **Evaluation by Management:** The Principal submits confidential report about teachers to the management. The manager makes detailed evaluation and gives encouragement, suggestions for improvement and corrective measures in view of the Performance Based Appraisal System (**PBAS**).

- **Staff Evaluation By HoD:**

HoDs prepare a **Confidential Report** in a prescribed format evaluating their academic performance highlighting their strength and weakness.

- **Faculty Evaluation by the students:** IQAC monitors the feedback mechanism in the college. In each semester the students can evaluate teachers on the basis their performance. The students can assess the teacher on the basis of classroom management, communication skills, fairness to students, punctuality, subject knowledge etc.
- **Non-teaching Evaluation by students, Management and Teachers:** The IQAC monitors the evaluation of non teaching staff by the students and teaching staff. The Management and the Principal gives necessary directions to the non-teaching staff in view of the feedback.

File Description	Document
Upload Additional information	[View Document](#)

6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0.34

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	01	00	00

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

Response: 15.29

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
62	00	01	00	00

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
26	24	24	24	24

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Proper utilization of funds is a major requirement for balanced development. A priority charter is formed at the beginning of every academic year considering the strategic plan, outcome requirements and suggestions of the IQAC. All proposals are discussed in the Governing body and an implementation schedule is formed.

Funding Cell

The cell functions under a coordinator and a group of members. The main objective of the cell is to mobilize funds for Research and Development from funding sources. Individual projects sanctioned for the faculty are extended to them with institutional guidelines and directions. Funds received for the departments and the institutions are referred to the Governing body for proper budgeting. Since the college comes under the self-financing system no assistance for development is received from Government sources.

The Chairman of the Governing body is the Ex-Officio head of the committee for deciding financial matters. Optimal utilization is ensured through priority budgeting. Need analysis is usually carried out before specific directions are given for the purchases and for proper technicalities to be followed.

The institution also accepts endowments and donations from alumni and well-wishers for the welfare of the college. Such resources are utilized following the policies framed by the Governing body.

Resource mobilization is the process of getting resources from the resource provider, using different mechanisms, to implement an organization's predetermined goals.

Resource Mobilization Policy

The College has a well-planned financial management system and utilization of funds. The Governing body monitors how the funds are properly utilized.

- An action plan is prepared by the Governing body.
- Funds provided are utilized according to a planned budget, and according to the priorities of the strategic plan.
- The management provides financial support to the extracurricular activities of the students, seminars/workshops/expert talks/Association activities/Faculty Development programmes

- Scholarships to the deserving students
- Provident fund(PF) and Employee State Insurance(ESI) benefits are provided to the Management appointed staffs.

The main source of income for the institution included

- Tuition fee
- Hostel fee
- Grants from individuals, philanthropists
- Alumni / PTA contribution

Tuition fee is generally used for the disbursement of salary, infrastructure and academic activities. Transparency and accountability are ensured by conducting an annual audit of the statements.

Financial Audit of funds generated:

1. Internal Audit
2. Chartered Accountant

Grants and funds sanctioned by Management

1. All the funds sanctioned are audited internally as well as externally. On behalf of the Management, all daily transactions are verified by the accountant of the college.
2. The Management has appointed Associates as the external auditor of all accounts. At the end of every financial year, they prepare annual financial statements and audit reports.

Future plans

Considering the new possibilities based on the National Education Policy, the college plans to promote the consultancy and extension of its facilities such as the applied laboratories for the public to make productive use of non-working hours and days. Fund generated through such activities can support the development of the institution.

File Description	Document
Upload Additional information	[View Document](#)

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The **IQAC** plays an important role in the functioning of the institution with special emphasis on the enhancement and sustainability of quality. They are

1. Initiating quality strategies.
2. Introducing best practices through extension and outreach programmes.
3. Organizing FDPs, workshops, seminars etc.
4. Introducing quality initiatives like accreditation, MOUs, collaborations, feedback system, e-attendance, research and development wing etc.
5. Evaluating curricular and co-curricular activities.
6. Ensuring stakeholders' participation.
7. Updating the syllabus for Add-On courses.

Academic Administrative Audit:

AAA was conducted on 09-08-2021 by a committee constituted by IQAC and evaluates the performance of all departments, offices, library, canteen etc. The evaluation is based on presentations by the representatives of departments, the files maintained by departments and the proforma of self-appraisal.

Green Audit :

Green Audit is undertaken in the following areas,

1. Water Management
2. Energy Management
3. Waste management
4. Green campus management

The college conducted the green audit in 2021-2022. The audit was conducted by a committee headed by the Chairman. The committee take into consideration energy consumption from the latest electricity bill, water consumption, and protection of nature. On the recommendation and observation of the committee, the green protocol was adopted for sustainable development. A Campus-green, clean and serene is a distinctive face of the college. More use of LED bulbs, Solar systems, Biogas plants, and incinerators are some of the results of the green audit.

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process.

1. The Academic Calendar is prepared in advance, displayed and circulated in the Departments and strictly followed.
2. It relies on the loudspeaker system to report important announcements in classes, gives notice to classes and collects them on record after repeated announcements by class teachers.
3. Class Committees are regularly conducted with students to take feedback and appropriate steps are taken to enhance the teaching-learning process.
4. Feedback from students is also taken individually by teachers for their respective programmes.
5. Students are also free to approach the Principal of the Institute for feedback and suggestions. Feedback is properly analyzed and shared with the HoDs, Deans, Principal and individual faculty members.
6. The teaching-learning processes are reviewed, and improvements are implemented based on the

IQAC recommendations.

7. Students are appraised of the Time-Table, Program structure, and syllabi of the programmes before the semester commences.
8. Important announcements are made in the morning assembly and attendance and conduct of classes are monitored by the Deans of faculties, HoDs and tutors of various classes.

File Description	Document
Upload Additional information	View Document

6.5.2 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality initiatives with other institution(s)/ membership of international networks**
3. **Participation in NIRF**
4. **any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc**

Response: B. Any 3 of the above

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Criterion 7 - 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 and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

Response:

UNICEF says gender equality means that **women and men, and girls and boys, enjoy the same rights, resources, opportunities and protections.**

Yeldo Mar Baselios College promotes gender equity-based education system. Gender equality on our campus prevents violence against women and girls. The institute conducts regular gender equity promotion programs.

Women's Cell Activities-

* The **interactive session** headed by Annie Shiva, on 05/02/2022 SI Central police station, as well as a single mother who fought with all the barriers and hurdles of her life.

* **Value Education Programme**- 2-day Value Education Program under Women Cell on 8th and 9th of March 2022.

* **Life skill development programme** for girls- The programme was inaugurated on 06/12/2021 by the manager Mrs. Jessy Baby Varghese. This programme has mainly aimed at skill developments for job employability. The 15-day classes were handled by Chief Beautician Mrs. Mini Reji for the benefit of girls aspiring for beautician course and other allied programs.

* **Self Defence Programme** for girls - The Self Defence Programme for girls on Nov 16th and 17th was inaugurated by the Principal Prof K M George. Master Rahul P S gave training to the girls of our college in technique of Kali, Kung-Fu, and Tai-chi.

* **Cosplay** - International Women's Da**y -**The International women's day was celebrated on March 8th to commemorate the inspiring role of women around the world evoking a positive response to gender justice.

Commemorative Day Celebrations

The **C**ommemorative day celebrations will certainly uphold the relevance and significance of such days in the national or international context.

* The **National youth day** at our college was celebrated on 12th January 2022 being the birth anniversary of Swami Vivekananda.

- In honor of the **birth anniversary of former president of India**, Late Dr. APJ Abdul Kalam, video making, drawing and poster designing competitions were held under the auspices of Students' Association.

- **Martyr Day -** The event was conducted to pay glowing tribute to Mahatma Gandhi on 30 January, which is celebrated as Martyr's Day in our country. A powerpoint presentation based on the 'Life of Mahatma' was given touchingly.

- The **Teacher's Day** in India is celebrated on 5th September to commemorate the birth anniversary of Dr. Sarvepalli Radhakrishnan. Social work department had organized "Guru Pooja" on Teacher's Day.

- **International Women's Day** - On March 8, 2022 we celebrated women's day by performing Cosplay on the College campus and in the Kothamangalam bus stand.

- **International Yoga Day** – Spreading the message of sound mind in a sound body, an online demonstration was given by Smt. Sreekutty K Shaji, Yoga Trainer Ministry of Ayush Government of India, NSDC.

- **World Environment Day** -The day brings out the relevance of environmental issues like global warming, all kinds of pollutions, protection of wildlife and sustainable consumption. On June 6 - World Environment Day, a lot of herbal plants were planted in the campus under the initiative of social work department in the presence of the Chairman and the Principal.

File Description	Document
Upload Additional information	[View Document](#)

7.1.2 The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Upload supporting document	[View Document](#)

7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**

2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: B. Any 3 of the above

File Description	Document
Upload supporting document	[View Document](#)

7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic diversity and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Yeldo Mar Baselios College, Puthupady, Kothamangalam was established with focusing on quality education to a wider section of the society without any distinction of Caste, Religion, Language, Gender, or State.

The Democratic and Social values are endorsed by many committees or functional cells such as

- Parliamentary mode of election to the Students' council
- Headship rotation in the departments
- Non-partial distribution of duties and responsibilities among staff and students
- Faculty and Staff participation in the conduct of Election to State and Central legislatures as Presiding Officers and Polling Officers
- Representation of staff, students and other stakeholders in statutory and non-statutory bodies.

Administrative, Academic and Non-Academic Activities:

Inclusive approach is followed in admissions and administration

Admission: Conducted through a single window system - CAP. Reservation of seats as per government norms are provided to ensure the progress of weaker sections.

Administration: Participation in governance is the axis of institutional expansion, giving functional autonomy to all bodies functioning in the college ranging from the Governing Body to the Students' Council.

Academics: Environment Sustainability and Human Rights are integrated as mandatory topics in the UG Fifth semester giving due weightage to the topics of national and global concern. Adequate academic ruminations are done in the area incorporating the participation of both faculty and students. The major **environmental initiatives** include:

- Energy, Green and Environment Audits
- Energy Conservation Club, Nature Club,

- MOOC course on organic farming
- Environmental Sensitization talks
- Orchards and gardens
- LED lamps installations
- Solar panel installation
- Biogas Plant
- Rainwater Harvesting system
- Micro Green challenge
- Lecture series -"Health and Hygiene
- Awareness video on Waste management and climate change
- Seminar on Energy Conservation and Management
- Competitions based on RRR concept Recycle ,Reuse and Reduce
- Observation of Environment Day

Human rights awareness is cemented through activities in diversified themes like:

- Observance of human rights day, Peace day and Hiroshima - Nagasaki day
- Awareness video on UDHR reinstating the concept of human rights
- Webinars on Human Rights, Self Defence for girls, Human Rights in Indian perspectives, Real Sense of Health and The Role Of Balanced Diet, First Aid, ,etc.
- Street play on "Ending the HIV/AIDS Epidemic: Resilience and Impact"
- Observation of Constitution day, Gandhi Jayanthi and other days of national and international importance

Other Practices to inculcate **human values and responsibilities**:

- Regular Value Education and Mentoring Classes
- Regular Counselling Sessions

Racial, Cultural, Social and Linguistic Inclusion

Under the auspices of different bodies/cells/clubs, the college establishes an inclusive environment for all the student communities.

- **The Women's Cell** of the college provides the students a platform to constantly chisel their gender consciousness aspiring for a brave new world. Their activities include Gender Sensitisation talks, Street plays, Self-defense training, Female Health and hygiene lectures, Human rights talks, community service, skill development training etc.
- The institution's curricular and co-curricular activities are marked by the ground breaking initiatives of the Students' Council incorporating myriad activities that address equity and inclusiveness which include:
  - Onam Celebration
  - Christmas Celebration
  - Kerala Piravi Day etc.

File Description	Document
Upload Additional information	[View Document](#)

7.2 Best Practices

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

Response:

Best Practice: I

Title of the Practice: *"Monthly Pension Scheme for the Poor and Needy"*

Objectives Of the Practice

The main objective of this scheme is to provide a monthly pension to those suffering from old age diseases and financial instability. It is, no doubt, a best practice to reach out to the poor at times of distress and need. Any humanitarian activities with little acts of kindness and compassion are praiseworthy. "A friend in need is a friend indeed" Our best practice is based on this principle.

Context

In the context of many asking for financial assistance due to their plight in life we are inclined to take a positive step by doing some social service. It is in this background our Chairman Chev Prof Baby M Varghese is pleased to render a helping hand (He has already registered a trust by the name Baby M Varghese Academy solely for doing charity work).

Practice

In association with certain social action forums and clubs, we have collected details of those suffering from financial burden and physical illness. As they belong to the below poverty line any assistance from anywhere will certainly become a blessing to them. After having made necessary investigations and feasible study, a list is prepared for the monthly Pension Scheme. It is gratifying to note that we have been doing this charity work in the form of a monthly pension since August 2015. In the initial stages, the pensioners received an amount of Rs.250 from the college office. Now an amount of Rs.300 each has been disbursed through the bank and the poor pensioners get the amount at home.

Problems Encountered

1. Illiteracy of the beneficiaries.

2. Unhealthy situation to do any physical work.

3. Difficulty in travelling to receive any help from outside.

Experience/Evidence of Success

It has been a heartwarming experience for all the members at Yeldo Mar Baselios College. "**Not to be ministered, but to minister**" is the key to the success of any humanitarian activity. It is a universal truth that if we help somebody, somebody else will help us. Life is safe at mutual dependence. Let us reach out to the poor and needy. Let us enjoy blessings from heaven. We hope to continue this laudable venture imbibing the true spirit of human service with special emphasis on the dictum: **Caring is sharing**.

Best Practice: II

Title of the practice: *"Reaching Out "*

Objectives Of the Practice

1) Our main objective is to reach out to the poor and needy with little acts of harmony and peace, kindness and compassion

2) we propose to extend a 'helping hand' to the poor children striving hard to continue their studies

3) we are very keen on distributing kits of vegetables and rice to the deserving.

Context

A) life is not a bed of roses; it is surrounded by thorns. Many are seen in and around suffering from many hardships either in the form of physical illness or financial burden.

B) students hailing from economically backward classes find it very difficult to continue their studies

Practice

It has been our practice to visit old age homes and orphanages to help them in whatever way we can. During such visits we dine with them, we sing with them and we make them happy in the best possible way. Under the auspices of 'Facio' and the 'Jwala', sponsored by BCA and BBA departments kits with a lot of items have been distributed to them. The Vegetables produced by the project-based cultivation are freely given to such poor homes by our social work department. Our '20 rupees challenge' organised by the commerce department, makes a great impact on our society. Our staff and the Students of the Media Design block are immensely pleased to decorate the walls of government LP School with beautiful paintings.

Every year we distribute study materials and other utensils to the poor students of government LP School, Puthuppady. Besides we have planted seedlings at the Govt. LP school Puthuppady and the entire cleaning work was done at the Government High School Mathirapilli. We have been doing such things regularly and systematically in Association with the concerned people.

Problems Encountered

Money is an important factor to do any humanitarian endeavour. We are fortunate to have it from various sources - management, staff and students along with the liberal support of our Alumni. During the evenings our NSS volunteers in Association with the social work department, work hard for the project-based cultivation to distribute the crops and other vegetables to poor oldage homes and orphanages.

Evidence of success

Life becomes meaningful when we serve each other when we love each other. Let us do everything with love and extend our hands to be with the needy. The lesson taught: if our mind is positive, we can create heaven, if our eyes are positive, we will like the entire world and if our words are positive the entire world will like us.

File Description	Document
Best practices as hosted on the Institutional website	**View Document**

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Yeldo Mar Baselios College, **established in 2003**, continues its journey towards excellence by staying true to its vision and mission. Our vision is "**to revitalize the purpose of education for the fullest growth and freedom of soul**." and our mission is "**to focus on outcome based education by means of academic excellence and professional commitment.** "

Programmes offered

Yeldo Mar Baselios College, with an ultra-modern campus and avant-garde infrastructure, caters to the needs of the new generation of learners. The College has provided tremendous thrust and priority to its programme diversity, which is evident in the programmes offered by the college. Besides the traditional Vocational Programmes like B.Com Computer Applications, B.Com Finance and Taxation, B.Com Marketing, M.Com Finance and M.S.W, the college opens doors to lucrative and glamorous career options for the new generation of learners by offering programmes like B. A Animation & Graphic Design, B. A Animation & Visual Effects, B. A Interior Design (Visual Arts), Bachelor of Fashion Technology, B.A Multimedia and M.A Graphic Design. A blend of conventional and contemporary programmes along with the realization of interdependence is what makes Yeldo Mar Baselios College stand out from the rest of the Self- Financing Colleges located in remote areas. Even students from remote areas who want to opt for a creative field can avail themselves of the career options offered by the college.

Add on Courses offered in various Programmes are also in tune with the respective programmes and as

the name indicates, they add on to the learners' core competencies like self-confidence, professional competency, communicative skills, technological skills and awareness of the basic etiquette of a profession, thereby moulding them to face the challenges of tomorrow with exceptional grit and confidence.

The Research & Development Wing (R & D Wing) of Yeldo Mar Baselios College is one of the most advanced and state-of-the-art, which helps students familiarise themselves with the most advanced and front-line technologies like Artificial Intelligence, Deep Learning, Machine learning and so on. It enables the students to have a hands-on experience on topics beyond their academic syllabus. Moreover, it helps them to identify their area of interest and skills.

Management

The team of Management that belongs to the same family with exceptionally good educational background and experience in the educational sector facilitates the decision-making process and implementation of strategies and methodologies to achieve the objectives of the institution by using the resources available in the best possible ways.

Faculties

The right mix of well-experienced faculties, the youth and the alumni among the faculties on various departments, who share a passion for teaching and absolute parity when it comes to a blend of male and female faculties to bring out the best in both themselves and their students make the college the ideal choice for the new generation learners.

Since most of the programmes offered are practice-oriented and professional, the faculties who are experienced in international and design projects, as well as industrial areas, can guide the learners holistically in career progression in the best possible ways. A few of our faculties are part of the present running projects in architectural and interior design areas and a few even serve as either resource persons or question paper setters for Autonomous and Aided Colleges with NAAC accreditation and other universities both national and international. It is our proud privilege that one of our faculties has been an Adjunct faculty of the Institute for Integrated Programmes and Research in Basic Sciences (IIRBS), Mahatma Gandhi University and another one a member of the Board of Studies. The faculties are well ahead in publications as well, with at least one or more publications from each department, which includes academic books and articles in National and International Journals.

Students

Keeping a wide eye on the job market skills and entrepreneurial skills, the college campus is ever vibrant with co-curricular and extracurricular activities conducted by students guided by the faculties, that help to nurture talent, competency, leadership and self-confidence in students and excel holistically without stress and strain. The clubs and associations under various departments provide a platform for students to exhibit their talents. Students of the Department of Computer Applications also ensure their contribution to the R & D wing of our college through their live projects like Robot, an attendance tracking system for students and faculties. Students tutorial of the Commerce Department is an initiative taken by the department to encourage peer teaching among students.

The students bring us laurels with their outstanding achievements and performances in academics and non-

academics. Our students are able to secure the top ten ranks, especially in new generation courses, which makes our college one of the top-notch colleges. Since multinational companies in highly demanded industries like film making, advertising, branding, designing, animation and VFX hire our students while they are doing their final semester, students get an opportunity to gain work experience in their field of study and also earn while they learn.

Students are also made aware of their civic responsibility through **social outreach programmes.** By adopting a tribal school by the Department of Business Administration in Mangulam, Idukki district, the department serves the school by helping them overcome the issues of their students like high absentee rates, alcohol consumption and behavioural problems of students.

Students of our college with good art skills have done many artworks in orphanages and government schools in rural areas. Besides, students conduct many outdoor activities which aim at educating the public on many social causes like substance abuse, traffic rules, war and observing covid protocol.

Project-based cultivation, "**karuthal**" is one of the best initiatives undertaken by the students of the Department of Social Work to achieve self-sufficiency in vegetable production. The students are encouraged to grow a variety of organic vegetables and distribute them to deserving hands.

Yeldo Mar Baselios College is able to position itself as a reputed educational entity, contributing to the workforce in various sectors as well as to the community.

File Description	Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

Yeldo Mar Baselios College over the last two decades has grown from a humble beginning to a first grade institution offering a group of applied programmes with high possibilities of employment. Along with the holistic approach for optimum character development, the college promotes green initiatives in its energy consumption and water recycling programs. A specified strategic plan and its phased implementation is the primary motive of the management. The National Education Policy is also being looked into for further amendments to the Strategic Development Plan. The institution proposes to introduce new programmes of national importance and to empower the faculty for the same.

As has been envisaged by Mahatma Gandhi, Education tends to be job – oriented or vocational. It broadens our outlook towards life equipping with necessary means to earn for our livelihood. Simultaneously it enhances our social, moral and spiritual values of life so as to become responsible citizens of the country evoking a positive response to a new educational heritage. Our country needs people of learning and practical wisdom with all sense of integrity. Our mission is to focus on this Gandhian Philosophy with the interpretation of outcome based education.

During the course of its onward march, Yeldo Mar Baselios College has been honoured with certain awards

Sevana Ratna - 2019 Presented by Antony John MLA for having undertaken the commendable project of the construction of fourteen houses and an Anganvadi, costing about 4 Lakhs each, in association with HLT, in the flood stricken areas of Kuttampuzha and Keerampara Panchayats during 2019.

Akshara Seva Award 2021 – in recognition of the outstanding performance in the domain of literary and subject oriented publications, academic excellence with university ranks and outcome based education. It is awarded by Chev. M. I. Varghese Foundation (Freedom Fighter)

PrakruthiMitra Puraskar 2022 – It is awarded by Samvedanam Cultural Forum, Thodupuzha, in accordance with the judicious evaluation of the Nature friendly Campus – green, clean and serene with Orchards, Gardens, Trees and Project based cultivation. Here is God's plenty.

Chev. Prof. Baby M. Varghese, the Chairman of the college, is the author of twelve books in the various branches of Malayalam Literature such as Poems, Essays, Criticism, Travelogue Biography, Autobiography etc. Also he has received several awards in recognition of his outstanding performance in

various realms of life – Mahakavi MathenTharakan Medal, Nigamanam Award, Suvarna Rekha Puraskar, KIBLA Award, Vidhya Ratna Puraskar, K. T Paul Award, K. M. Philip Memorial National Award, etc.

Building absolute trust in God Yeldo Mar Baselios College continues its academic journey for a brave new world. Let us strive hard for a bright future.

Concluding Remarks :

Yeldo Mar Baselios College over the last two decades has grown from a humble beginning to a present first grade institution offering a group of applied programmes with high possibilities of employment. The ideas envisioned by the Chairman Chev. Prof. Baby M Varghese have developed with dynamic enthusiasm to cater to the young generation to take up a challenging life in the futuristic society. Along with the holistic approach for optimum character development, the college promotes green initiatives in its energy consumption and water recycling programs. A specified strategic plan and its phased implementation is the primary motive of the management. The National Education Policy is also being looked into for further amendments to the Strategic Development Plan. The institution proposes to introduce new programmes of national importance and to empower the faculty for the same.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.2.1	**Number of Add on /Certificate/Value added programs offered during the last five years** Answer before DVV Verification : Answer After DVV Verification :14 Remark : DVV has made the changes as per suggested by NAAC.
1.2.2	**Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years** 1.2.2.1. **Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years** Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
502	291	131	77	0

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
235	101	109	42	0

Remark : DVV has made the changes as per 1.2.1

Metric ID	Sub Questions and Answers before and after DVV Verification
1.3.2	**Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)** 1.3.2.1. **Number of students undertaking project work/field work / internships** Answer before DVV Verification : 497 Answer after DVV Verification: 469
2.1.1	**Enrolment percentage** 2.1.1.1. **Number of students admitted year wise during last five years** Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18

2.1.1.2. **Number of sanctioned seats year wise during last five years**
Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
1040	840	773	623	623

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
745	745	555	515	515

2.1.2	**Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)**

2.1.2.1. *Number of actual students admitted from the reserved categories year - wise during the last five years*

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
132	96	50	68	75

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
109	82	50	68	75

2.1.2.2. **Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
275	203	125	109	110

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
275	203	125	109	110

Remark : DVV has made the changes as per actual students admitted from the reserved categories (SC, ST and OBC) by HEI.

4.3.2	**Student – Computer ratio (Data for the latest completed academic year)**

4.3.2.1. **Number of computers available for students usage during the latest completed academic year:**

Answer before DVV Verification : 189

Answer after DVV Verification: 126

Remark : DVV has made the changes as per shared stock register by HEI.

5.1.4	**The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: C. Any 2 of the above

Remark : DVV has select C. Any 2 of the above as per shared by HEI.

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 last five years**
	5.3.1.1. *Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years*
	Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
00	03	00	00	00

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

Remark : DVV has given 0 as per HEI has shared certificate of participation.

5.3.2	**Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)**
	5.3.2.1. **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**
	Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
13	02	14	04	02

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
6	02	5	04	02

6.3.3	**Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years**

6.3.3.1. **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
90	00	01	00	00

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
62	00	01	00	00

6.3.3.2. **Number of non-teaching staff year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
26	24	24	24	24

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
26	24	24	24	24

Remark : DVV has given the input as per suggested by NAAC.

7.1.3	**Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following**
	1. **Green audit / Environment audit** 2. **Energy audit** 3. **Clean and green campus initiatives** 4. **Beyond the campus environmental promotion activities** Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. Any 3 of the above Remark : DVV has select B. Any 3 of the above as per shared report by HEI.

2.Extended Profile Deviations

Extended Profile Deviations
No Deviations