



# MAR ELIAS COLLEGE

Kottappady, Kottappady (P.O), Kothamangalam  
Ernakulam Dist., Kerala State Pin -686692  
Affiliated to MG University and Approved by Govt. of Kerala  
Established in 2006



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## CRITERION 6 GOVERNANCE, LEADERSHIP AND MANAGEMENT

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ANNUAL REPORT





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## College Annual Report 2020-21

Pandemic year of 2020 changed the operations of every sector. Most of the co-curricular programmes of department were conducted online during the pandemic year 2020-21. Teaching-learning process was active through online platforms. The college is affiliated to MG University and approved by government of Kerala. Presently we have 6 different departments which includes Department of Commerce with three different streams and a PG course (B. Com tax, computer, TT and M. Com), Department of Business Administration, Department of Languages, Department of Computer Science, Dept. of Computer Application and Department of Social Work which includes BSW and MSW. This institute has 810 students 44 efficient teaching staff glowing supported by 10 dedicated non-teaching technical and non-technical staff.

### Evaluation of curriculum

Internal and model examination have been conducted in each semesters and open houses are conducted to make parents aware of their wards academic performance. The university exams are conducted based on the MG university exam schedule. The pass percentage of university exam result is also appreciable.

### **DEPARTMENT OF SOCIAL WORK**

- Webinar on "Preparing for exam during Covid Pandemic"
- Women's day celebration-seminar on "Legal awareness on Women's rights"
- Social work day observation- Conducted programme at Bethlahem Abhayabhavan
- Environmental day observation
- Webinar on Cancer awareness
- Webinar on "discover your dream career in social work profession"
- Webinar on "awareness against drugs"
- Farewell programme of PG students
- International webinar on "Mental health well-being and common mental health condition"
- AIDS Day observation-Flash mob and awareness programme at



- Kothamangalam private bus stand
- Christmas celebration "Gloria" at Bethlehem abhayabhavan
- Life skill education Training.

#### **DEPARTMENT OF COMPUTER SCIENCE & APPLICATIONS**

- Attended FDP by Mr. Achuth Hari Kumar regarding Google Class Room.
- Conducted Project evaluation & viva for BSc sixth semester students and BCom lab on 8/6/2020 internally
- Conducted project evaluation & viva internally for BCA sixth semester students on 9/6/2020.
- Conducted BCom lab exam internally on 10/6/2020
- Conducted project awareness class for final years on 13/07/2020, taken by Ms. Meenu S Unni.
- Conducted webinars for higher secondary students about careers on 20/7/2020. Ms Jubilin Jose was the resource person.
- Parents meeting of third sem BSc CS students conducted on 1/08/2020 through GM.
- Parents meeting of fifth sem BSc CS students conducted on 2/08/2020 through GM.
- Parents meeting of fifth sem BCA students conducted on 4/08/2020 through GM
- Conducted first internal examination from 10/8/2020 to 14/8/2020.
- Conducted second internal exam from 17/10/2020 to 23/10/2020.
- IGNUS, CSA association conducted a webinar for students regarding the topic future with AI on 27/10/2020. Mr Adarsh V from AI Village was the resource person.
- First year's classes started on 28/10/2020 through GM.
- IGNUS, CSA association conducted online inter department competition programmes Inspirus 2K20 from 29/10/2020-31/10/2020.
- Conducted bridge course for first years on 3/11/2020
- Conducted fourth sem BCA lab exam internally on 4/11/2020.
- Fourth and sixth semester started on 16/11/2020
- University exam for second years (second sem exam) started on 25/11/2020
- Offline class started for final years from 4/1/2021.
- Conducted first internal exam for first years and sixth sem students from 18/01/2021 to 23/01/2021.
- Attended camp valuation from 28/01/2021 to 30/01/2021.
- Fifth semester university exam started on 01/02/2021.
- First Internal exam started for fourth semester students from 15/02/2021 to 19/02/2021.
- Conducted fifth sem miniproject evaluation internally on 05/03/2021.
- Second internal exam for first years started on 22/3/2021.



### **DEPARTMENT OF COMMERCE**

- During the academic year of 2020-2021, the Department of Commerce constitutes 15 faculty members and 395 students. Of these, 75 students have taken admission for the first year.
- Online Orientation classes and Bridge courses were conducted by Mar Elias College for the newly admitted students.
- The Department offers various programmes for advanced learners to enhance their skills, we conducted discussions and webinars to encourage students to participate in inter institution competition etc.
- Measures were taken for improving the academic performance of those students.
- For slow learners, remedial/extra classes were taken with appropriate focus on the subjects. During this current academic year, the department conducted various academic and non-academic programmes.
- National level web quiz, inter departmental virtual games were conducted. Department provides career guidance for final year students.
- In addition, the department led programs such as the online Tourism Day celebration.
- A seminar on Research Methodology was conducted for improving their interest in research work.

### **DEPARTMENT OF LANGUAGE**

Elocution Competition

### **DEPARTMENT OF MANAGEMENT**

Online workshop on "Rural Entrepreneurship development" by MGNCRE.

### **Parent Teacher Association**

The Parents- teachers Association (PTA) is running very effectively in our college. The PTA looks into all the activities of our college for the betterment of the facilities and overall functioning of the institution. Every year parent representatives are elected from each class as soon as the academic year starts. The PTA executives meet at regular intervals and PTA meetings are conducted every semester.

### **College Union**

The college union election was conducted as per the regulation from MG university and the following are the official bearers of the college union. The oath taking ceremony of the college union was organized on 28th August 2019



College Principal administered the oath to the newly elected student representatives. Due to covid restrictions the same union members continued.

### **FDP'S**

FDP - Hands on Training on New Normal Classroom

### **NSS Activities**

National Service Scheme has given us a platform to serve the Society and bring happiness and smile on many faces. We created a hub to deliver services to the Society by showcasing our talents. So it's not simply an association; it's a reason to achieve our objective and carry on the legacy for the coming years.

During this academic year, we conducted the following activities;

◆ Covid-19 Online Awareness Campaign: Covid-19 Pandemic proved to be the challenging time for everyone. It was also challenging for our NSS Unit to undertake and perform awareness campaigns during lockdown. But our NSS unit came up with the innovative approach to tackle such a problem. As a part of a solution our Volunteers create posters for FLTC and organised online campaigns to raise awareness on COVID-19.

◆ Environment Day Celebration: NSS Unit celebrated World Environment Day on 5<sup>th</sup> June 2020. NSS volunteers participated and celebrated world environmental day enthusiastically. They were asked to plant a sapling in their home. A lot of enthusiasm was seen in the students.

◆ Adukkala Thottam: During the time of Pandemic our Volunteers were involved in kitchen Garden making in their home.

◆ Inter Collegiate Poster Making Competition: As Covid-19 Pandemic has proved to be a challenging time for our Nation, NSS Unit organized an Inter Collegiate online Poster Making Competition on 2 October 2020. The objective of the competition was to ignite the fire of imagination and creativity in the students. The theme of the competition was 'Swachh Bharat'. Students were asked to express their ideas through paintings and sketches.

◆ Swachh Bharat Abhiyan: As a part of Gandhi Jayanti Celebrations the NSS unit organised a cleanliness drive on 2 October 2020. Students were asked to clean their surroundings. All the NSS Volunteers took great effort to clean their house and its surroundings.

### **The Placement and Training cell**

1. Career Counseling - The Cell arranges career counseling sessions for the students to make them aware of their strengths and weaknesses, explore their values and interest, identify the skills gaps and take up new learning to achieve career goals. The Cell in association with Internal Quality Assurance Cell (IQAC), organized career counseling sessions for all final



year students.

2. **Basic Employability Skills Training** - The Cell organizes Basic Employability Skills Training for students from all streams that include training in Job Preparedness, communication Skills, Etiquettes and Manners, Personality Grooming, Group Discussions, Resume preparation. A training programme on soft skill development was conducted on 3<sup>rd</sup> of February 2019 for the modules of interview, resume preparation, group discussion by Mr Jyothish K.S, Resource person. A training programme on advanced interview skill workshop was conducted on 25 of February 2020 by team NOSCE for the modules of confidence building and etiquette, corporate world knowledge, campus placement, how to prepare CV group discussion handling, managing stress.
3. **On the Job Training** - The Cell organizes On the Job Training for second and final year students from the streams of B.com. Computer application, Travel and Tourism and Taxation for the academic year 2019-2020. Training started from 2<sup>nd</sup> December 2019 with 75 students and ended on 18 December 2019. Training was provided by speed wings Aviation academy. Kaloor for Travel and tourism students. G-Tec computer for the students from B.com. Computer Application students and Amala Taxes & Accounting services Pattimattom for Finance and Taxation students. Training was successfully completed & the students received certificate from the respective institutions.
4. **Campus Placement**
  - **Placement Drive by Hyundai**  
A placement drive by popular Hyundai was conducted on 10 February 2020 for the final year degree students. Mr.Jyothish K S.Corporate Trainer came for searching suitable talent by conducting student interview. Around 130 candidates participated in the campus recruitment drive, out of which 16 candidates were shortlisted for the next level.
  - **MEGA JOB FAIR** in Association with G-Tec Computers  
Mega Job Fair 2k20 with G-Tec computers in hope of providing job opportunities for all our students from all streams and for anyone who is in need of a Job in our society 32 industries have participated in Job Fair 2k20 and around 2000 students have registered through spot registration as well as online registration. From Mar Elias college, 59 students from all streams has shortlisted for the next level.



  
PRINCIPAL  
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