



Yearly Status Report - 2015-2016

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	ST. THOMAS COLLEGE, RANNI
Name of the head of the Institution	Dr. Abraham V Kuriakose
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04735226238
Mobile no.	9447270396
Registered Email	stcranni@gmail.com
Alternate Email	iqacstcranny@gmail.com
Address	St. Thomas College, Ranni, Pazhavangadi (PO)
City/Town	PATHANAMTHITTA
State/UT	Kerala
Pincode	689673

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Dr. Francis Mathew			
Phone no/Alternate Phone no.		04735226238			
Mobile no.		9446257410			
Registered Email		francismathew@rediffmail.com			
Alternate Email		iqacstcranny@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://stthomascollegegeranni.com/layout/document/AOAR-2018-19.pdf			
4. Whether Academic Calendar prepared during the year		No			
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	76.10	2007	31-Mar-2007	30-Mar-2012
2	B	2.69	2016	17-Mar-2016	16-Mar-2021
6. Date of Establishment of IQAC			07-Jun-2004		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC		Date & Duration		Number of participants/ beneficiaries	
IQAC Meeting		07-Dec-2015 1		12	
IQAC Meeting		02-Sep-2015		11	

	1	
Seminar for Teachers	14-Aug-2015 1	35
IQAC Meeting	15-Jun-2015 1	11
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Physics	Seminar	UGC	2015 2	85000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. Rejuvenation programmes for staff and students. 2. Seminars on current themes on departmental basis 3. visits to departments for making quality assurance 4. Academic audit conducted 5. Conducted IQAC meetings

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achievements/Outcomes
Celebrate days of National and	celebrated important days under the

International importance	auspices of NSS, NCC and department associations
Environmental awareness programmes	conducted various programmes including Jaivam, which was an initiative of the University
encourage teachers to participate in various seminars and workshops	Teachers participated in various national and state seminars
conduct invited talks and seminars	conducted by various department associations
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
College Staff Council	22-Nov-2016

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2016
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Date of Submission	25-Feb-2016
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17. Does the Institution have Management Information System ?	No
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Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Since the college is an aided institution under Mahatma Gandhi University, it is following the syllabus prescribed by the University. The contribution of this college to the curriculum planning includes the few Board of Studies members who are involved in curriculum designing. At the beginning of each academic year, an academic calendar is prepared which includes all the academic activities of the college. Each HODs also prepare the timetable at the beginning of the academic year and assign the syllabus among the teachers of the department. Teachers deliver the curriculum through their own teaching plans. Number of classes required for each topic is decided in accordance with the syllabus and credits given to various topics. Teachers prepare lectures according to the syllabus and portion given to them and at the beginning of each semester. Effectiveness of the curriculum is implemented through timely evaluation processes. Besides regular test papers at department levels,

internal exams and model exams are also conducted at college level. The valued answer sheets are returned to students with proper guidance for improvement.

Remedial coaching is given to the needy students. For the effective implementation of the Curriculum the College has various facilities. The science, language and computer labs help in effective implementation of the curriculum. Final year students are undergoing project preparation under the guidance of a teacher. Study tours and industrial visits are arranged as part of the curriculum implementation. The College has a library which is used by the students in fruitful manner. The feedback from parents and students are also taken and corrective measures are periodically done.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Tuning Life to Fullest of its Beauty	01/10/2015	260
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Commerce	38
MCom	Commerce	10
MTTM	Tourism	16
BTTM	Tourism	11
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained
<p>The institution collects feedback from various stakeholders. Feedback from students, teachers, and parents of the college are collected through structured questionnaires. Questions regarding the suitability and appropriateness of the curriculum, the infrastructure facilities of the institution and the competency of the teachers at various levels are included. Feedback from students also pertains to location of the college, canteen facilities, laboratory facilities, library accessibility and facilities, office, administration of the college etc. Students are given opportunities to give their feed back after each academic year. Besides this they can also air their suggestions and opinions during the tutorial or mentoring sessions also. Parents are given opportunity at the time of class wise PTA meetings. Feedback received is discussed in the departments and where ever required, modifications and corrections are made feedback are also discussed in concerned committees. Tutorial meetings, PTA meetings, both class wise and General, College Council, Governing Board are some of the Committees in which the suggestions and opinions given by the stakeholders are discussed. The future actions and plans are planned according to the feedback received from various stakeholders.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2015	863	69	22	3	43

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using	ICT Tools and resources	Number of ICT enabled	Numberof smart classrooms	E-resources and techniques used

	ICT (LMS, e-Resources)	available	Classrooms		
43	43	25	4	2	3
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Tutorial classes are given to all students to identify them better and to help them to improve both academically and in personal life. Tutorial sessions are carried on every alternate Wednesday. Each tutor is assigned twenty to twenty five students. Personal meetings with the wards are conducted and their family details, academic details, curricular and extracurricular affairs are identified. If any student is identified with serious mental problems he/she will be given Counseling through trained counselor. Two of the State Government initiatives Walk with a Scholar Programme and Scholar Support Programme are effectively functioning in our College. Walk with a Scholar (WWS) is a dream project of Government of Kerala to help meritorious students excel academically, through specialized mentoring programmes. The Scheme also aims at giving necessary orientation to needy students to enhance their employability and give them necessary guidance, motivation and mental support that enable them to identify appropriate areas for higher studies and employment. For the purpose of mentoring, two categories of mentors are there- 'Internal Mentors (faculty from our own institution) and External Mentors (persons of repute from outside). Selection of students was done purely on the basis of merit. The number of students identified under this Scheme, was 30. Scholar support programme, (SSP) aims at imparting additional support to students who are weak in mastering the learning content prescribed in the curriculum . Under the project various Training Programmes and Special Classes are proposed for the students who need special attention. Under SSP, we have identified, at the college level, as per direction, a maximum of 5 subjects as difficult and a maximum of 50 students as beneficiaries. Another very important measure taken by the institution to provide assistance to slow learners is through remedial coaching, students who are backward in studies are given special coaching and individual attention through this method. They are given remedial coaching before the regular class hours or after the class hours or during lunch breaks, free hours are also used.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
863	43	1 : 20

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
47	43	4	2	9

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
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No Data Entered/Not Applicable !!!

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

All the evaluation norms put forward by the University is adopted by the college. As per the directions of the University marking scheme with seven point grades has been adopted now. The institution has an Internal Exam Committee which conducts exams, they prepare time table for the exams and accordingly teachers prepare question papers and submit to the committee. After the exams students are shown their answer scripts. Assignments, projects and seminars are given to the students and their performance is evaluated. Class wise performance in the internal examinations is evaluated in the departmental meetings. Internal marks are put on the notice board of concerned departments for verification by the students. Grievances regarding the internal marks if any, will be redressed by the Grievance Redressal Cells at the department level/college level/ and University level. Regular PTAs are also conducted. A senior teacher serves as the Controller of Examinations at the College level. There is also a co-ordinator for internal examinations also. The faculty act in various capacities as examiners in various university examinations and some are serving as external examiners also.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The IQAC Coordinator will be given the responsibility to prepare the academic calendar in the first meeting of IQAC itself. The exam dates will be in tune with the University exam calendar. Each department is asked to prepare an action plan which is included in the academic calendar. Internal examinations are conducted by the college in a centralized mode. The model exam adheres to the University pattern and is held before the University exams. The papers are valued and returned to the students and the internal marks are published in the notice board. Grievances, if any are rectified by a Grievances redressal committee at the college level.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

No Data Entered/Not Applicable !!!

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Design and properties of Nano materials for emerging technologies	Physics	09/12/2015

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Intellect Scholar Award	Roney Jain Raju	South Asian Management Association	28/10/2015	NA
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Zoology	1	6.11
International	English	1	3.5
National	Commerce	2	5.7
International	Enlish	1	2.5
International	English	1	0
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Malayalam	1
Physics	4
Economics	1
History	2
Political Sceience	2
Commerce	5
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	7	25	2	1
Presented papers	5	15	Nil	Nil
No file uploaded.				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Workshop on Vermi Compost	Zoology	2	62
Training programme on Mushroom Cultivation	Botany	3	60
Outreach programme in near by schools to	English Department	3	150

promote english			
Contribution to cancer care centre	English Department	3	65
Blood donation	NCC and NSS	3	85
Visit to Orphanage and providing financial help	Various departments	10	150
Regional Workshop in Experimental Physics	Dept. Physics	6	250
Outreach programme to near by community- Workshop on DRC determination, soap preparation	Dept. of Chemistry	3	10
Enrichment programme for school students	Dept. of Chemistry	4	58
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact	Duration From	Duration To	Participant

		details			
MSc Project work	Sharing of Lab facilities	CMS College Kottayam	01/01/2016	31/03/2016	Anju
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
No Data Entered/Not Applicable !!!	

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Grandha Soft	Partially	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	50	3	35	2	1	4	14	18	8
Added	0	0	0	0	0	0	0	0	0
Total	50	3	35	2	1	4	14	18	8

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

18 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
100000	69935	1400000	1515911

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

There is a maintenance and utilization committee comprising of representatives from management, teaching and non-teaching staff and students, functioning in the college. The committee looks into the matters concerning the maintenance and utilization of funds from the PD account and the management of the college for providing physical, academic and support facilities like laboratories, library, sports goods, and computers. A fixed amount (with yearly increment) is allocated for purchasing books and equipments like book stands in the library. Fund is also allocated for the yearly renewal of journal (both print and online) and e-resource subscriptions. Expense of newspapers and magazines are met from the PD account. Expenditure for the purchase of items like chemicals, glass wares and also for the purchase and repairing of electronic, electrical and non-electrical equipments and goods of the laboratories of physics, chemistry, botany and zoology departments is also met from the PD account. Expenses against the purchase of sports goods, TA, DA for students and ground maintenance are managed from the fund in the PD account. Repairing of computers and infrastructure is funded by the management. Apart from this, PTA fund is also utilized for several purposes. Fund allocation is discussed and approved by the PTA executive committee members and is utilized for purposes like paying the electricity and water bills of the college. Expenses like the salary of the non-government or the temporary staff of the college and the purchase of materials and other requirements for the extracurricular activities of the students is also met by the PTA fund.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	Nil	Nil
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2016	JAM Coaching	2	Nil	2	Nil
2016	Interview Training	Nil	3	Nil	3
2016	JEST Coaching	2	Nil	2	Nil
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
No Data Entered/Not Applicable !!!		

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	1
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

5.3 – Student Participation and Activities

5.3.1 – 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	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	RD Parade	National	1	Nill	32840	Jibin K George
2016	Taekwondo	National	1	Nill	32840	Jibin K George
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students had an active role in academic and non academic bodies/committees of the institution. College Students' Union and various clubs and associations give them ample opportunity for effective participation in governance of the college. The College Union is elected each year through Parliamentary mode, by selecting class representatives from each class. It has an executive Committee consists of Chairman, Vice Chairman, General Secretary, The University Union Counselor, Arts Club Secretary, College Union Magazine Editor and two Lady Representatives. After the inauguration of the College Union it takes control of all the co curricular and extracurricular activities of the students like Youth festival, sports etc. There is a Union Staff advisor from among the teaching faculty who is in charge of the College Union. Regular meetings are held for discussions on various matters pertaining to the programmes to be organized. Besides this, each department has its Association where the activities and programmes of that particular department are visualized. Each Department Association has a Secretary and executive committee where students are given representation. Besides this College has various clubs and forums like NSS, NCC, Quiz Club, Adventure Club, Women's Cell, Nature Club etc. These clubs organize various programmes for the benefit of students. All these help in active student participation in various activities of the College.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

150

5.4.3 – Alumni contribution during the year (in Rupees) :

30000

5.4.4 – Meetings/activities organized by Alumni Association :

2

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. The decentralized and participative management of the academic and administrative functions of the college is controlled and coordinated by the Manager and the Principal of the college jointly. A hierarchical pattern of administration is followed. In the case of academics, with the Principal as the chair, the staff council, consisting of the Heads of all departments as its members, acts as an advisory committee of the college. Various departments and the rest of the faculty members and students come under this. All the administrative functions of the college are also monitored and controlled by the Manager and the Principal. With the Principal as the official administrative head, the officials of the administrative section like the Superintendent, Head Accountant, LD and UD clerks, Office attendants, Grade 1 librarian, library assistant, and lab assistants work under the head of the institution. Various sections like the exam section, fees section, bills section, scholarships section, admission section and e-grants sections handled by the administrative staff come in this category. 2. Criteria-wise committees of IQAC and other clubs and forums. Criteria-wise committees of IQAC has been constituted comprising of members representing teaching and non-teaching staff, students and other stakeholders of the college for coordinating important academic and non-academic activities of the college. Each committee has a convener, a few coordinators and members. Smooth functioning of the various activities of the college is ensured by the formation of committees, sub-committees and various clubs and forums headed by the Principal and are comprised of representatives from all the stakeholders of the college. One such committee is the Internal Quality Assurance Cell that is functioning very efficiently in the college. It comprises of members, as stipulated by the UGC, representatives of the teaching and the non-teaching staff, and also representatives of other stakeholders of the college like PTA Vice President and alumni representatives. Academicians and local body representatives also are part of this. The NAAC Re-accreditation committee ensures that quality is maintained in all the academic and non-academic activities of the college. UGC planning board and steering committee is in charge of scheduling and managing the UGC funds and all revenues generated from various sources. The multifarious developmental activities of the college are effectively carried out by the college development committee. The research development committee leads the research activities of the college. Funds for research programmes like seminars, workshops and symposiums are procured by the committee from various

governmental and nongovernmental organizations. Admission committee ensures that all rules and regulations stipulated by the government in admission procedure are strictly adhered to. Anti-ragging committee looks into matters related to all kinds of untoward activities of the students that come under the purview of ragging. Students' grievance and redressal committee is a platform where the grievances of the students are addressed in a fair and democratic manner. Career guidance and placement committee not only organizes programmes to make the students aware of their career prospects.

6.1.2 – Does the institution have a Management Information System (MIS)?

No

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Curriculum development is done by the University through various Board of Studies and our teachers participate in the workshops conducted for the purpose. Academic monitoring committee looks into overall academic growth and quality improvement. Examination committee ensure smooth conduct of examination
Teaching and Learning	Quality improvement strategies are adopted for students as well as teachers. In the beginning of the academic year itself the general timetable is prepared and accordingly the Heads of various departments prepare their respective departmental timetables. Teachers prepare the teaching plan for the topics assigned to them. Attendance system of students is automated and is regularly monitored. For the improvement of weak students separate remedial classes are provided for them. Besides the remedial coaching instituted by the UGC the institution through their own teaching staff conduct regular coaching for weak students.
Research and Development	The institution is encouraging research activities done by teachers and students. Faculties are granted leave for doing research under FDP Scheme. The Research Monitoring Committee monitors and co ordinates the research activities of the teachers and students. Research Forums are organised in all PG departments.
Library, ICT and Physical Infrastructure / Instrumentation	There is a centralised library with 36656 books. INFLIBNET Access has been provided to students and teachers to search online research journals. Online

Public Access Catalogue (OPAC) facility is available in the library and students can search the books by themselves. Internet broadband connection has been provided to all the departments. Science departments have well equipped seven Laboratories (both PG and UG). There is a central Computer lab with 20 PCs for staff and students. Besides this, Physics, Chemistry and Commerce Departments have separate Computer labs. English Department has a language lab too.

Human Resource Management

The College Student's Union conducts various student centric programmes which helps them to prove their talents in various fields. Besides this the College organises various events like talents day, annual day etc and also helps student development through the functioning of various clubs like oratory club, quiz club etc , where the students get opportunities to excel themselves. Various departments have organised business quiz, film review competitions and resume competitions for the same motive. Faculty members are given opportunity for development through attending orientation courses and refresher courses in their respective disciplines. Regular staff and council meetings to discuss on important matters and that provide opportunity for the staff to involve in decision making process. Faculties are receiving opportunity to involve in various capacities as , Staff Advisor ,coordinators of various activities like NSS, NCC, WWS, SSP etc and also coordinators of various clubs. The faculty members are encouraged to take up inter-disciplinary academic activities including research, organizing lectures, conducting national seminars The office staffs are provided with training programmes needed for upgrading the quality of their work.

Industry Interaction / Collaboration

As a part of their studies Chemistry and Commerce departments visit industries and banks. Commerce department has an Entrepreneur Development Club and through its functioning students get opportunities to visit industries and also to hear from industrialists and business men. The placement cell of our College gives

necessary information on the job opportunities in various industries

Admission of Students

For the admission of students the norms of the University and Government are strictly followed. Reservation norms are also strictly implemented. For UG and PG courses the Centralised Allotment Process instituted by the University is followed where the students apply online through university website for admissions. Here admissions to the general merit and reservation quota are made from the allotment list of the University. The admissions under Management quota, Community Merit, Cultural, Sports quota and Physically Handicapped quota are done at college level from the merit list of each category and the admitted students list will be uploaded in the University site. A college level admission committee has been constituted for admission processes. Finally the Principal, coordinator and the HODs will review the admission processes. Besides this a help desk for assisting students in the admission procedure has also been established. Finally the list of candidates admitted in all categories was given to the University.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
No Data Entered/Not Applicable !!!	

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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No Data Entered/Not Applicable !!!

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher	1	25/11/2015	15/12/2016	21
Special Winter School Programme	1	29/10/2015	18/11/2015	21
Refresher	1	05/01/2016	25/01/2016	21
Orientation	1	09/05/2016	04/06/2016	28
Orientation	1	28/05/2015	17/06/2015	21
Refresher	1	09/01/2015	29/01/2015	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	2	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>A Govt. approved financial institution called St. Thomas College Staff Cooperative Society Ltd. is functioning in the college which caters to the financial well-being of the members of the staff. It mobilizes the savings of teachers of the college and gives loans for purposes such as housing, purchase of cars and other needs. Rest room facilities, health club, car parking facility are also available to teaching staff. The indoor stadium and playground of the college can also be used for the staff. All statutory welfare schemes such as provident fund, pension scheme, earned leaves and other leaves,</p>	<p>All the facilities available for the teaching staff are accessible to nonteaching staff also. A Govt. approved financial institution called St. Thomas College Staff Cooperative Society Ltd. is functioning in the college which caters to the financial well-being of the members of the staff. It mobilizes the savings of non teaching staff of the college and gives loans for purposes such as housing, purchase of cars and other needs. Rest room facilities, health club, car parking facility are also available to non teaching staff. The indoor stadium and playground of the college can also be used</p>	<p>The welfare schemes provided by the govt. for the students are implemented here. KPCR Fee Concessions, SC/ST welfare fund etc are availed by the students. The health club, ladies waiting room, tailoring unit are some other facilities which caters to the needs of students. The following is a list of welfare facilities for students available in the college: • Endowments instituted by the Departments/Scholarships • Ladies waiting room • Counselling centre • Subsidized meal for students in College Canteen • Health club and multi gym</p>

group insurance, family benefit scheme, state life insurance, etc. have been implemented.

for the staff. All statutory welfare schemes such as provident fund, pension scheme, earned leaves and other leaves, group insurance, family benefit scheme, state life insurance, etc. have been implemented.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

6.4.1. The institution conducts external and internal financial audit regularly External auditing is conducted in matters related to the special fees, UGC funds, salary, pension, arrears, promotions, various government funded scholarships and grants like WWS, SSP and remedial coaching for SC/ST students. Funds related to NSS, NCC, welfare funds, tuition fees, exam fees etc are also audited every year. Internal audit is conducted in the case of all non-governmental income and expenditure of the college

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Management	60000	Association Activities
View File		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	Nill
Administrative	Yes	Nill	Yes	Nill

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

PTA is playing an active role in our College. Besides the general PTA each department hold its PTA s for reporting the timely development of the wards. Through class wise PTA , student counseling and problem solving could also be done. The class teachers meet parents individually and discuss the development of their wards. PTA takes the initiative to beautify the campus, conduct seminars for students, give aids to poor students etc.

6.5.3 – Development programmes for support staff (at least three)

Office staff is given training in the use of computer. Welfare measures provided by the government are introduced without delay. For the financial support of staff a registered society is established. Yoga and health classes conducted this year helped the staff to improve the mental and physical strength.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Encouraged faculty to conduct seminars and workshops 2. Quality enrichment and assurance efforts have been undertaken through IQAC 3. Initiative taken to make the campus more ecofriendly

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2015	IQAC Meeting	15/06/2015	15/06/2015	15/06/2015	11
2015	IQAC Meeting	02/09/2015	02/09/2015	02/09/2015	11
2015	IQAC Meeting	07/12/2015	07/12/2015	07/12/2015	11
2016	Internal Academic Audit	03/02/2016	03/02/2016	05/02/2016	4
2016	IQAC Meeting	15/02/2016	15/02/2016	15/02/2016	10
2016	External Administrative Audit	18/04/2016	18/04/2016	21/04/2016	5
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Seminar on Women Empowerment	05/10/2015	05/10/2015	300	Nil
Cancer detection Camp	09/02/2016	09/02/2016	150	Nil

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries

Ramp/Rails	Yes	1
Scribes for examination	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2015	1	1	21/11/2015	1	Blood donation by NCC	Insufficiency of blood	40
2016	1	1	08/01/2016	1	Blood donation by NSS	Donor efficiency	55
2015	1	1	15/12/2016	1	Cleaning of public place by NCC	Lack of cleanliness	60

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Conduct for students	02/07/2015	<p>The Code of Conduct for students is published in the College handbook. The rules and Regulations of the College are framed by the Management and the Principal to ensure a peaceful campus atmosphere. The College community is bound to abide by the rules along with the directions offered by the Hon. High Court . At the beginning of each Course the Principal hold meeting with the newcomers to explain the provisions of the code of conduct. Class teachers are entrusted with maintaining the discipline in the campus. Students are encouraged to read it keep maintaining it through out the course period.</p>

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Value education classes	20/07/2015	11/12/2015	800
Cleaning Ranni town on Gandhi Jayanthi	02/10/2015	02/10/2015	150
Awareness of Waste Management to Kudumbasree	12/10/2015	12/10/2015	30
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Talks on environmental awareness 2. Construction of Butterfly Garden 3. Seminar and Quiz competition on Ozone Day 4. Installed Pipe Compost Unit 5 Identified the plants in the campus and labelled their names 6. Short film- USE ME (Theme--awareness on Environmental protection)

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Value Based Education Aim • To effect holistic development of students • To contribute to the growth of EQ and SQ along with that of IQ • To inculcate social and moral values among the students. • To mould the students to adhere to social commitment. • To transform them as better citizens. The context • Increasing impact of electronic media has made up the youth in general set aside traditional values of mutual love and co operation. • The student body in our college is made up from a diversity of backgrounds. Upholding the secular ideals of India we teach respect for other cultures and faiths, embracing every individual in our college. The practice • The theory and practice of value education speak to emotional, rational and active selves of individuals. It helps students to resolve or accept conflicts with others and to realize their benefits in action. • An hour in every alternate week is devoted to value education in UG classes. Each teacher is entrusted as the mentor of a class with whom students can consult even their personal problems to resolve them. • Eminent personalities who are in spiritual leadership are invited regularly to take classes on personality development and moral awareness. Evidences of success • Feed back on this healthy practice is very positive both from students and their parents • There is a conspicuous progress in the overall performance of students channelizing their vigour and energy to creative and socially beneficial activities. • It has inspired the students to succumb to a metamorphosis of character formation. 2. Community Oriented Charity Programme Aim • Modern generation lacks a positive approach to many of the concerns of society and individuals. This overindulgence in selfishness and unconcern are discouraged and a highly social -oriented approach is brought in to our institution by the above mentioned programme. • The fellow students in the same institution, the students of other institution, inmates of orphanages, destitute of all types, old age people, cancer patients etc are brought into the purview of this programme. The context The individual and sever sufferings of the deprived in the society that include students of the institution, their relatives, other members of the locality etc are sponsored by the programme. The practice This project is especially noteworthy in the method of operation that has been adopted. In certain projects/ programmes, the institution as a whole participates. Evidence of success The student's attitude to the programme and their response is 100 positive and rewarding. The indifference generally

noticed in youngsters has become alien to the student community of this institution and there is a marked interest and concern for the problems and issues around.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The college was established in the year 1964 upholding the educational hopes of this rural area. The vision is to part take in the nation building process by providing holistic and quality education, to create spiritually inspired, morally upright, intellectually enlightened and socially committed young men and women who have God and their country. Upholding the ideals the College ensures the holistic development of the students in the academic, spiritual and social domains. Seminars, conferences and discussions were conducted on a regular basis to impart the latest developments in academic and research fields.

Provide the weblink of the institution

<http://stthomascollegeranni.com/igac/agar>

8.Future Plans of Actions for Next Academic Year

1. To arrange facilities for conducting seminars, workshops and to undertake consultancy cum research activities. 2. To arrange more quality enrichment activities under the banner of IQAC. 3. Introduction of more need and skill based add-on/job oriented courses depending upon physical facilities available. 4. Construct men's hostel for providing accommodation facilities to boys in the College. 5. Improvement in IT, establishment of smart class rooms and more systems in language lab. 6. Constitute a research and innovation Cell. 7. Construction of more toilets for boys and girls. 8. Provide drinking water facilities in all floors. 9. Results must be improved by giving more remedial classes. 10. Develop collaboration for research with Institutions.