



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	St Thomas College, Ranni
• Name of the Head of the institution	Dr Aleyamma Kuruvilla
• Designation	Associate Professor
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04735226238
• Mobile no	9446978383
• Registered e-mail	stcranni@gmail.com
• Alternate e-mail	rigyidiculla40@gmail.com
• Address	Pazhavangadi P O
• City/Town	Ranni
• State/UT	Kerala
• Pin Code	689673
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	Mahathma Gandhi University				
• Name of the IQAC Coordinator	Dr Rigy Idiculla				
• Phone No.	8547515383				
• Alternate phone No.	04735226238				
• Mobile	8547515383				
• IQAC e-mail address	iqacstcranny@gmail.com				
• Alternate Email address	stcranni@gmail.com				
3. Website address (Web link of the AQAR (Previous Academic Year))	https://www.stthomascollegeranni.com/uploads/AQAR_2020_2021/aqar%202020-21.pdf				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.stthomascollegeranni.com/documents/Academic%20Calendar%202021-22.pdf				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	76.10	2007	31/03/2006	01/04/2013
Cycle 2	B	2.69	2016	17/03/2016	16/03/2021
6. Date of Establishment of IQAC	07/06/2004				
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
IEDC	Innovation and Entrepreneurship Development	Kerala Startup Mission	2022	150000
ED Club	Entrepreneurship Development	Industries Department (Government of Kerala)	2022	10000
Dr Asha Saji	DST/WOS-B/AF E-12/2021(G	Department of Science & Technology	2020-21, 3years	3126591

8. Whether composition of IQAC as per latest NAAC guidelines	Yes		
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	View File		
9.No. of IQAC meetings held during the year	5		
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded		
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No		
<ul style="list-style-type: none"> If yes, mention the amount 			

11. Significant contributions made by IQAC during the current year (maximum five bullets)
1. Webinar on Intellectual Property Rights was organized 2. Three Day Gender Awareness Programs were organized 3. Two Day FDP organized for Teachers and Non Teaching staff 4. An Anemia Campaign was conducted 5. Seven videos were released on the spread of covid

Pandemic and the precautions to be taken 6. Gender Sensitization program 'NAAM 'Series I & II were conducted 7. Webinar and Debate competitions were conducted on Dowry System. 8. Webinar on Research Methodology was organized 9. Career Guidance Programs were organized by all departments 10. Programs on importance of Yoga in Life was organized 11. A national webinar on Career in Media Prospects and Challenges was organized 12. A Knowledge village project has been undertaken which is in collaboration with eight different higher education institutes in Ranni. 13. A 'No War' Campaign was organized on 2nd March 2022 against the backdrop of the emerging war between Russia and Ukraine. 14. Workshop on "Thesis Writing And Data Presentation Using Typesetting Software Latex "was conducted. 15. Entrepreneurship Awareness Camp was organized 16. Skill Enhancement program on Brochure Designing was conducted.

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

Plan of Action	Achievements/Outcomes
Decides to organize FDP for Teachers and Non Teaching staff	Two Day Faculty Development Program for Teachers and Non-Teaching staff was organized
IQAC decides to organize Gender Awareness Programs for students	Three day Gender Awareness Programs were Organized
Decides to initiate Knowledge Village project	Knowledge village project was undertaken in collaboration with 8 different higher education institutions in Ranni
Generate awareness among students regarding Covid Pandemic and Precautions to be taken	Seven videos were released on the spread of covid Pandemic and the precautions to be taken and several webinars were also organized
Decides to organize Gender Sensitization and Awareness Programs	Gender Sensitization programme 'NAAM 'Series I & II were conducted and 3 day Gender Awareness programs were organized.
Decides to organize Career Guidance Programs	Career Guidance Programs were organized by all departments
Decides to Conduct Workshops and webinars on Research methodology and Academic Writing	A Workshop on "Thesis Writing And Data Presentation was conducted and webinar on research methodology was organized.
Decides to organize Programs to encourage entrepreneurship and Innovations	Enterpreneurship awareness camp was organized and webinars to encourage innovations also were conducted
13.Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
College Staff Council	07/12/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	20/01/2023

15. Multidisciplinary / interdisciplinary

Since our institution is affiliated to Mahatma Gandhi University, as per the guidelines of the university our institution promotes multidisciplinary approach in teaching and learning. The fifth semester elective courses for UG students provide them opportunity to learn other disciplines which enables them to broaden their area of study. Various departments provide certificate courses which is open to students of all disciplines thereby developing in students the culture of multidisciplinary approach. Students at UG and PG level take up projects which are interdisciplinary in nature. Often students form teams to participate in various competitions and programmes at institution level and also at other colleges, these teams constitute students from different disciplines. Moreover IQAC organises workshops and seminars for both teachers and students which are multidisciplinary in nature.

16. Academic bank of credits (ABC):

Our students have not become a part of Academic Bank of Credits.

17. Skill development:

In the present world there is much scope for people to grow on their own provided they get a chance to identify and nourish their true talents and enter the world of opportunities with self-confidence and determination. The college provides ample opportunities to the students, which are otherwise inaccessible to the majority of the students in the college who are hailing from rural and poor backgrounds, to chisel their capabilities, and test and prove their mettle in various national, state, local and regional levels of platforms

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

Indian languages are encouraged by the institution through second languages taught under various courses offered by the institution. A number of webinars and seminars were conducted in Hindi and

Malayalam; as part of promotion of Malayalam Language three week long programmes were organised. World Hindi Day and National Hindi Day were celebrated to promote Hindi language. In order to promote diverse Indian culture we celebrate Onam, Christmas, Id etc in the campus. NCC and NSS also organise various activities to uphold Indian culture and tradition. Often online mode was used to teach Indian Languages and make students accustomed to Indian Culture and Tradition.

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

Since our institution is affiliated to MG University we follow courses as per the syllabus prescribed by the University, the faculty members of our institution after detailed discussion and deliberations design PO, PSO, CO and CSO for all the courses offered by the institution. The faculties prepare teaching plan every year according to the outcomes clearly stated in the website and through a systematic evaluation system IQAC takes stock of the outcomes attained, the evaluation system includes Internal Exams, viva, Seminars, assignments, group discussions, debates etc. A number of faculty members have attended Faculty Development Programmes on Outcome Based Education.

20.Distance education/online education:

In teaching, learning process Covid Pandemic opened new platforms of Digital learning, during the Pandemic period classes were conducted on online mode, classes were conducted using platforms like Google Meet, G-suit, Google Classroom etc Videos and voice clippings were also shared among students. Examinations were also conducted on online mode. A large number of teachers attended Faculty development programmes on new Techno-Pedagogical tools, courses attended were mainly on MOOC, Moodle etc. Students were also encouraged to attend such courses.

Extended Profile

1.Programme

1.1 13

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

File Description	Documents
Data Template	View File

2.Student2.1 873

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 88Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 287

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic3.1 50

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 51

Number of sanctioned posts during the year

Extended Profile

1. Programme

1.1	13
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	873
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	88
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	287
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	50
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	51
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	47
Total number of Classrooms and Seminar halls	
4.2	11830137
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	34
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Since our college is affiliated to Mahatma Gandhi University, we follow the curriculum prepared and designed by the university. 1st year students are given awareness regarding all facilities provided in the institution and also scholarships and free ships provided by the government, the institution and non-government agencies. Students are also made aware of POs, PSOs and Cos of various programmes.

In the beginning of every academic year all departments prepare timetable and teachers prepare teaching plan accordingly. With the outbreak of Covid- 19, when students could not come to college, teachers took online classes using platforms like Google meet, Zoom etc, audio clippings relevant to curriculum also were posted in WhatsApp, Google class room, Telegram etc. In between when off-line classes were conducted sufficient instrumentation facility was given to the students for their practical classes.

Our institution has a very transparent and efficient student evaluation system; apart from class tests conducted at department level, an internal exam and model exam is conducted at the college level. Special attention is given to weak students, Remedial coaching is provided to them. PTA meeting are regularly held to update regarding their children's performance. Through all these methods effective curriculum delivery is ensured.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://stthomascollegeranni.com/uploads/agar_2021-2022/1.1.1_Curricular_Planning_Additional.pdf.pdf

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

Institution adheres to academic calendar

The academic calendar of the college is prepared in accordance with the Academic Calendar of Mahatma Gandhi University. Before the beginning of each academic year all the departments prepare an action plan to be included in the academic calendar, which is send to the IQAC coordinator, the coordinator compiles the data and also prepares exam dates in tune with the University exam 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. Once all data is ready pertaining to each year the academic calendar is send for printing and in the beginning of the academic year it is distributed to all departments. The departments organize programs and conduct exams as per the schedule given in the Academic Calendar.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://stthomascollegeranni.com/uploads/agar_2021-2022/1.1.2_CIE.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum **B. Any 3 of the above**

development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

13

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

11

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

460

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

1.3.1 Institution integrates crosscutting issues

Diverse programs are offered by various departments of the institution crosscutting issues relevant to environment, gender, human values etc. Environmental Studies and Human Rights have been incorporated into fifth semester UG syllabus as per new UGC regulation. Both UG and PG programs offer courses during various semesters sensitizing students in areas like Gender studies, Human Rights, Renewable energy, Nationalism, Civic sense etc. Our college also provides Value and Moral Education through classes and training programs. Every Friday teachers and students give messages on moral values and ethos of our country.

Nature Club, Bhoomitra Sena, Social Service Club etc function to promote values relating to crosscutting issues among students. The institution has an effective waste collection and disposal system and Rain Water harvesting system. Apart from these activities, the IQAC, NSS and NCC of our institution organize a number of programs on Gender Sensitization, Environment protection and Waste Management, Professional Ethics etc. Important national and international days like Independence Day, Constitution Day,

National Unity Day, Ozone Day, International Day on Elimination of all forms of violence against women etc are celebrated in the campus.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

13

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

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

391

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://stthomascollegeranni.com/documents/AQAR%202021-22/1.4.1_feedback_analysis_21_22.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://stthomascollegeranni.com/documents/AQAR%202021-22/1.4.1_feedback_analysis_21_22.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

299

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats))

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

59

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution identifies and caters to the diversified needs of the students from different backgrounds and of varied learning capabilities through systematic and scientific procedures

- Induction programme for UG and PG beginners help them to get an idea about the rules and regulations of the college, privileges, opportunities etc.
- Program wise bridge course is conducted at the entry-level to bridge the gap between senior secondary and the college-level teaching-learning process. It is designed envisioning the ease of transition and nurturance of academic skills in young minds
- Orientation classes were conducted to ignite their mind with positive thinking and worthy living

The aptitude test gave teachers an idea about the learning level of students. The slow learners were provided with remedial coaching, peer teaching, simplified academic materials, tutorial and counselling sessions. Advanced learners were encouraged to participate in various national level competitions. Scientific workshops/seminars and skill development programmes were also organized. PG department offers free JRF/NET coaching for

students. Various clubs were also conduct programmes enforcing student participation.

For all the students, various departments conducted certificate courses focussing the importance of addition skills for better living. Internship is also provided for better understanding of the subject area.

File Description	Documents
Paste link for additional information	https://stthomascollegeranni.com/uploads/aqar_2021-2022/2.2.1_special_programmes_for_learners.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
873	50

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution has a number of mechanisms to assess the learning levels of students after their admission to college; in order to cater to the needs of advanced learners and slow learners various programmes are organized. Soon after students are admitted to college, a test is conducted to assess their mental aptitude and their strength in the subject. Accordingly they are divided as slow learners and advanced learners. A bridge course is provided to students to bridge the gap between what they have learned at school level and what they are going to learn at college level, later on remedial classes are also provided to slow learners. Peer teaching is another method which is in place in the institution which also enables slow learners to come forward, above all self learning materials are also provided to students in order to address their backwardness in studies.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://stthomascollegeranni.com/uploads/agar_2021-2022/2.3.1_Student_Centric_Methods.pdf

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

ICT is a scientific, management technique which can minimize the teaching learning technology gap between today and future. A skilled teacher can bring out creativity of students only if he/she is digitally literate and understands how to integrate it into curriculum. This can lead to higher order thinking skills; provide creative and individualized options for students to express their understandings. Since special care needs to be taken for the development of ICT in the institution in order to move from traditional 'teacher-centric' styles to 'learner-centric' styles, our Institute adopts the following ICT Tools:

1. Projectors are available in different classrooms, labs and seminar halls
2. Desktop and Laptops are arranged at Computer Lab and Faculty cabins
3. Printers and Scanners are installed at all prominent places.
4. Photocopier machines (5) are available in the campus.
5. Three seminar halls are equipped with all digital facilities.
6. One smart board is installed in the campus.
7. Online Classes are taken through Zoom, Google Meet, Google Classroom etc.
8. Completely furnished Language Lab is available in the campus.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

50

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

43

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

21

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

405

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The internal examination Committee (IEC) monitors the time-bound, smooth and transparent implementation of Continuous Internal Evaluation and ensures that the college adheres to academic calendar, which is drafted in tune with the University Academic Calendar. IEC and Discipline Committee monitor the smooth conduct of exams. Students, who miss internal exams, are provided retests. Monthly attendance is displayed in the notice board.

Practices ensuring transparency

- Dates of internal exams are included in the academic calendar and are informed well in advance
- Two centralized exams and two department tests are conducted during a year
- Valued answer scripts are returned within a week.
- Question paper discussion and return of answer scripts are

done regularly

- Monthly attendance report is published
- Students are supposed to submit assignments within stipulated time
- Internal marks are uploaded in the university portal

Practices ensuring robustness

- Seating arrangement in exam halls with students belonging to different streams.
- Teacher squads inspect malpractices.
- Additional exams and retests for slow learners and special students.
- PTA meeting- One to one interaction of parents and teachers
- Appropriate remedial/ support mechanism.
- Consolidated internal mark sheets are exhibited on the notice board

File Description	Documents
Any additional information	View File
Link for additional information	https://stthomascollegeranni.com/uploads/aqar_2021-2022/2.5.1_Mechanism_of_internal_assessment.pdf

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

The continuous evaluation process of the college is done through Group Discussion, Unit Tests, Assignments Submission, Field Visit/ Field Work and Seminars. Internal examinations are conducted regularly as per the schedule given in the academic calendar. Performance of students is displayed on the Notice board. Remedial coaching and personal guidance are provided to slow learners. The following measures are adopted for internal assessment

1. Internal Examination Committee schedules the internal examination; one internal and one Model exam is conducted during each semester at institution level, a part from that class tests are also conducted at department level.
2. The committee collects question papers from all departments, allocates duty to teachers, arranges the exam hall, collects the result of internal exam and displays the results on notice board.

3. Collecting grievances: If there is any grievance regarding internal exam, students are supposed to report it to the HoD in a prescribed form and duly filled form will be handed over to the Grievances Cell. Grievances Cell will provide clarification for the grievance and it is recorded. The same is reported to internal examination committee.

File Description	Documents
Any additional information	View File
Link for additional information	https://stthomascollegeranni.com/uploads/aqar_2021-2022/2.5.2 Mechanism to deal with internal external examination related grievances.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Department level meeting will be conducted to discuss and consolidate about the program outcome (PO), course outcome (CO) and program specific outcomes (PSO). The concerned teachers who deal with the particular course outlined the outcomes of the programs. This will be displayed in college website. These are communicated to the students in the formal way of the discussion in the classroom and department notice board. Each course has its specific expected outcomes which include the fundamental and in-depth knowledge on the subject, life skills, and aptitude for higher studies, human values, and social consciousness.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://stthomascollegeranni.com/documents/Outcomes.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

We took most care of measuring the level of attainment of POs and PSOs and COs and follow formal as well as informal mechanism for the measurement of attainment of the outcomes. Feedback collected periodically to assessing the attainment of learning outcomes. The feedbacks are analyzed and suggestions given by the stakeholders for improvement are communicated to the IQAC and try to take necessary steps accordingly.

The institution has a continuous evaluation mechanism as prescribed by the University through test papers, assignment and seminars. Internal examination committee analyzed evaluation reports of results. Besides this the course outcome is evaluated through end semester examination also.

They Institute followed the academic calendar of M.G University.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://stthomascollegeranni.com/uploads/aqar_2021-2022/2.6.2_addnl_information.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

189

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://stthomascollegeranni.com/uploads/aqar_2021-2022/2.6.3_annual_report.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://stthomascollegeranni.com/documents/21-22/Student_Satisfaction_Survey_2021-22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

32,96,591

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

1

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	http://online-wosa.gov.in/wosb/resources/wspublic/results/AFEC/Result AFEC third level SEC meeting.pdf

3.2 - Innovation Ecosystem

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

IEDC & ED Club known by the name "IDEAGORA" foster the entrepreneurial culture among students through various programs and innovative activities. To make the students aware of various intellectual properties available and different ways to protect their ideas online webinars on the topics like "INTELLECTUAL PROPERTY RIGHTS, "Finding Opportunities In the Changing World" etc were conducted. A flagship program named Young Innovative launched by the Kerala Development and Innovation Strategic Council (K-DISC) with title "Route map to Young Innovators Program" was organized. . Programmes like "ONLIVE" -a series of online interactive sessions with successful entrepreneurs, a start-up boot camp , "Design Thinking Workshop" , a cartoon competition for the students. on the topic "AD3000" etc were also conducted.

Ideagora, in association with Departments also conducted programmes. IEDC and PG Department of Physics, conducted an online webinar on "INTRODUCTION TO INTELLECTUAL PROPERTY RIGHTS". They also conducted two days workshop on Analysing Techniques in TEM and XPS.

Ideagora in association with Department of Zoology conducted an online webinar on "Funding Opportunities For Innovative Ideas".

IEDC in collaboration with MSME Development institute Thrissur (A central government institute) organised an Entrepreneurship Awareness Camp (EAC) for the students and local public.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stthomascollegeranni.com/uploads/agar_2021-2022/3.2.1_Innovation_Ecosystem.pdf

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

19

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

1

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

11

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

2

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The various clubs and departments of the College engage in extension activities. Students and faculty members engage in various community linked programmes.

This year Departments of Chemistry, Botany and Zoology engaged in community linked services through different activities. In order to inculcate the knowledge of mushroom cultivation Botany Department organized a class on Mushroom cultivation to the public as well as to the students. Awareness of waste management is the need of the hour. Considering this the Departments of Chemistry and Zoology organized classes on waste management, Vermi compost pipe compost etc to school students.

This year NSS and NCC did various community linked activities. NCC celebrated World Environmental Day by distributing medicinal plants to nearby Panchayat. This year NCC Volunteers donated blood to District Hospital Pathanamthitta and also organized a campaign

named 'miss a meal and feed the poor' by which food was distributed to the needy people in Taluk Hospital. NCC Cadets in collaboration with Kerala State Police Force became advocates of Covid prevention and control at public places. NSS this year too conducted blood donation camp in the college. NSS celebrated World Environmental Day by planting fruit trees in the volunteers home. For the covid awareness students created a video . In association with KANAL programs, NSS unit conducted various awareness programs such as Dowery act, various laws for the protection of women and child, Active participation of NSS volunteers in community during Covid pandemic period.

File Description	Documents
Paste link for additional information	https://stthomascollegeranni.com/uploads/agar_2021-2022/3.4.1_List_of_Extension_Activities_Additional_Information.pdf
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

6

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

13

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

926

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

11

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

12

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The College offers 9 UG, 4 PG Programmes . The campus is divided in five blocks-Main Block, Library Block, Old Block, Nalukettu Block and Vayala Block. The college has 42 classrooms, an ICT enabled room,3 Seminar halls and 2 Auditoriums. Seven Labs for UG and PG research (2 Physics, 2 Chemistry,1 Botany, 1 Biochemistry and 1 Zoology).One lab under DST- Ministry of Science and Technology, Government of India, has been set up for a Major research project. Three Computer Labs, One Language Lab and One Commerce Lab to provide computer literacy and practical sessions. Separate rooms are provided for NCC, NSS IQAC, College Cooperative Store, Cooperative Credit Society. Ramps and washrooms for Differently Abled Students. Canteen facility for students and staff. Special room for Counselling Centre. One Girl's Hostel and a well furnished Guest Room. One server room, One question Paper Room. Reagent Preparation Room, Museum cum Instrument Room , Zoology Museum. College Chapel is opened twice in a week. The College has other facilities such as Herbarium, Medicinal Plant Conservatory, vermi- compost (4 unit), Mushroom House.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stthomascollegeranni.com/infrastructure.php

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

The College has the adequate facilities for sports and games and cultural activities. In order to promote outdoor sports- Basket ball court (420 Sq m), Volley ball court (162 Sq m) Football Court (5500 Sq m) are available in the College. Indoor courts for badminton, table tennis are available. An Auditorium with a seating capacity of 500 is available for cultural programs of various organizations including College Union, clubs, Subject associations etc. and also for general programmes. The College provides facilities for Yoga for physical exercise and training. A Gymnasium with modern equipments is available for students and staff. In order to organize cultural activities the following facilities are specifically available in the College-Auditorium with stage, Audio - Visual system, ICT Enabled Seminar Halls.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stthomascollegeranni.com/auditorium.php

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

01

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stthomascollegeranni.com/computerlab.php
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

8786572

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Response:

- The library is located in a separate block with a total space area of 484 sq. meter.
- The college has a spacious library with a seating capacity of over 150, provides a conducive atmosphere for reading and browsing.
- It has following separate sections-

- Reading Area
- Stack area
- Periodical area
- Reference Section
- Other area

- The Library is functional from 9:00 am to 4:30pm from Monday to Saturday.
- To attract students to the library an award to Best Library User is given every year.
- New arrivals are also put on display.
- Library block is user friendly to Differently abled students

The library has nearly 32,176 books, 34 journals , 54 periodicals and magazines and 10 newspapers. Separate sections are available for reference, current arrivals, career, research, manuscripts, etc.

There is a special corner for books of WWS and excellent reference books for competitive exam preparation.

Back volumes of the academic and research journals, college magazines and handbook are also made available to make the teaching-learning and research more vibrant and effective.

The library is partially automated using Grandha Software , version 2.0. It has following features -

- User friendly
- Bar Coding, printing and labeling
- User ID card Generation
- Book searching(Title, Author, Subject, Publisher)
- Reservation, Renewal, Journal Searching and Journal Indexing

- Book Details View
- Issue and return
- Pending Returns/ Fine Calculation
- Individual User accounts and access
- Web OPAC (online searching)

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://stthomascollegeranni.com/centralibrary.php

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.61639

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

28

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The College currently possess one internet connection with a speed of upto 100 Mbps provided by BSNL. The Wi-fi facility of the College is distributed through 5 D-link wifi routers and multiple access points. A mechanism is available in the College for upgradation and expansion of IT facilities. Computer labs, Language Lab and Access to e-journals and e-books are provided by the N-LIST. The institution is equipped with 25 computers with internet facility. Uninterrupted supply of power is ensured by the High Tension Power Generator. Peripheral devices like printers, high speed duplex printers, scanners, etc help the students, teachers and office staff in managing the e-resources. For smooth conduct of the University examinations, the College has facilities like internet connectivity, two high-speed printers with Photostat and scanners and CCTV surveillance. Surveillance cameras have been installed in the campus to provide 24 X 7 security and safety. The College strives to integrate technology with teaching and classroom practices.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stthomascollegeranni.com/computerlab.php

4.3.2 - Number of Computers

32

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

2542738

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The College has a system for the optimal utilisation and maintenance of physical and infrastructural facilities. The College has a Management office for overseeing the construction and maintenance work. The Management office- Prepares annual budget for construction, maintenance and upgradation of academic and physical infrastructure and support services. Construction and maintenance work in the College are carried out under the supervision of the Management office which also allocates fund for the same. The College office under the supervision of the senior superintendent oversees the daily maintenance and upkeep of the class rooms and other facilities. Electrical and plumbing works are carried out by trained technicians appointed by the College. The College follows an open tender system for construction and maintenance work. The College Council prepares the blue print for optimal utilisation of existing resources. The committee consists of academic experts who visit the College, departments, labs, library, sports and other support facilities to review the current utilisation and also to make suggestions for better utilisation. A register for maintenance work is kept in the Management office for recording the requirements of maintenance in the departments and support services. Measures are initiated to rectify them.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stthomascollegeranni.com/index.php

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

472

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

220

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://stthomascollegeranni.com/documents/AQAR-2023/5.1.3_Skill_Enhancement_Initiatives.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

861

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

861

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

20

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

75

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

18

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

6

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students play an active role in all activities of the college, to ensure the same their representation in academic and non-academic bodies and various committees are ensured. Student's

representation in all important bodies is ensured by the college. The College Union is formed every year following the norms set by the University to which the Institution is affiliated. Student representatives are there in IQAC, Green Audit Committee, RUSA Committee and they actively participate in various other Committees, Clubs and cells of the college like, Nature Club, Bhoomithra Sena, Women's Forum, Men's Forum, Vimukthi Cell, Anti Sexual Harassment Committee, Maintenance and Utilization Committee, Gender Justice Forum, etc. NCC and NSS unit of the college play a very important role in moulding the life of students and in their multi-faceted development. The student representatives actively participate in sports committee, cultural committee, magazine committee, etc.

The college provides ample avenues for developing technical skills, updating knowledge, personality development and service to the society through various associations and clubs. To develop Innovation and Entrepreneurship among students, the Institution's 'Innovation and Entrepreneurship Development Centre of the college in particular contributes tremendously. Student's grievances are addressed through Students' Grievance and Redressal Cell and Internal Complaint Committee. Utilization of the support and ideas of the students is the paramount requirement for the prosperity and well-being of our institute.

File Description	Documents
Paste link for additional information	https://stthomascollegeranni.com/collegeunion.php
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

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

St. Thomas College, Ranni is established in 1964, a number of alumni got education from this reputed institution. Many alumni of this college are well known in their respective fields i.e. Politics, Education, Judiciary, Literature, Sports, Agriculture, Business and Industry, Social Work and Public Speaking. Our Alumni Association works for the overall development of students as well as the institution. It helps our institution not just financially, but in terms of academic planning, placements of students, career guidance and technological guidance. Some of our alumni are academicians and industrialists; they share their knowledge and expertise with the students. A significant number of our alumni are always visiting to overseas countries and they impart their experience with students by arranging motivational lectures. The Alumni Association provide a number of scholarships to students who excel in studies; they also provide scholarship to students who are economically backward, but faring reasonably well in academics. Kuwait Alumni Scholarship, Dubai Alumni Association Fund, Baharain Alumni Association, Zoology Alumni Association Fund, Gulmohar Educational Merit Scholarship, etc. are some of the scholarship instituted by Alumni of the institution. Our Alumni Association plays very supporting and constructive role in the overall development of the college.

File Description	Documents
Paste link for additional information	https://stthomascollegeranni.com/alumni-about.php
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

St. Thomas College, Ranni has a good academic tradition of catering to the needs of the students and the society. The objective of the college is to inculcate a sense of discipline, social responsibility and community service in the student community. The college aims to foster academic excellence with social commitment through value-based education. Great care should be taken to ensure that the functioning of the college is in accordance with the vision and mission. The College Council, chaired by the Principal, meets to discuss and evaluate critically the functioning of the institution. Staff meetings are held regularly to express their views and to participate in the decision-making process. The Manager of the college finds time to interact with teachers, collect their suggestions and also address their complaints, if any. Important decisions are taken after dialogues and consultations with all stakeholders.

Vision

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 love God and their country.

Mission

Creating an educational environment for the total development of young men and women in the globalized e-world through value based holistic instruction across a wide range of discipline

File Description	Documents
Paste link for additional information	https://stthomascollegeranni.com/
Upload any additional information	View File

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

The College follows a mechanism of decentralization in the administrative and academic functioning for implementing the policy of participative management. The College is administered by the Standing Committee consisting of Manager and 8 other members. The day to day functioning of the College is looked after by the principal, who is advised by a College Council consisting of the Heads of the departments. Over fifty clubs/cells and associations are constituted by the Staff Council (College Council) with faculty members as coordinators to make the administration decentralized and participative. The academic and administrative decisions are made by the Principal through the process of consultation and discussion with the Governing Board and the Staff Council. The Heads of the various departments are managing the academic and administrative matters. Department meetings are held regularly to frame the teaching plan and the academic calendar of the department. The activities of departments are overseen by the HoDs. Through the functioning of various committees at different levels with proper stakeholder representation and periodic meetings of these bodies, it is ensured that all the activities of the college are carried out with the active involvement of staff members. Many of these committees function with student representation

File Description	Documents
Paste link for additional information	https://stthomascollegeranni.com/uploads/aqar_2021-2022/6.1.2_Additional_Document%20.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Keeping pace with the emerging trends and challenges in the field of higher education, the Internal Quality Assurance Cell (IQAC) of the College has drawn up a perspective plan for the overall development of the College to meet the requirements of the next ten years. It includes;

- Human Resource Management

Development of both students and teachers are ensured in the institution. Under the

leadership of Student's Union, student Centric programmes are organised in the college.

- Library, ICT and Physical Infrastructure / Instrumentation

There is a centralised library with 33587 books. INFLIBNET Access has been provided to students and teachers to search online research journals.

- Teaching and Learning

Quality improvement strategies are adopted for students as well as teachers.

- Examination and Evaluation

Examination and Evaluation system present in the college is as per evaluation norms put

forward by the University.

- Research and Development

The Research Development Committee monitors and co ordinates the research activities of the teachers and students.

- Collaborative activities are extensively encouraged by the institution.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://stthomascollegeranni.com/infrastructure.php
Upload any additional information	View File

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

Standing Committee: The College administration is vested with the Standing Committee consisting of a Manager and eight members. The Principal is the member of the Council.

College Council: It is a body consisting of the Principal, Heads of the departments, and office superintendent. The main function of the Council is to assist the Principal in the day to day functioning of the College. The College Council takes decisions related to the admissions, academic calendar, implementation of academic programmes, research extension, students' discipline, internal examinations, Union programmes, etc.

Committees, Clubs and Associations: The curricular and co-curricular programmes of the College are implemented through different committees, clubs and associations. The committees have faculty as chairman and members, and they discharge various functions.

Service rules, procedures, recruitment and promotional policies: It is an aided institution governed by the rules and regulations of UGC, State Government and the affiliating University in matters of admission of students, recruitment of faculty, and conduct of examinations and organisation of curricular and co-curricular programmes.

The grievance redressal mechanism: The grievance redressal mechanism is also in line with UGC and University guidelines, rules and regulations. There is a three-tier mechanism for the redressal of student's grievances

File Description	Documents
Paste link for additional information	https://stthomascollegeranni.com/governingbodymembers.php
Link to Organogram of the institution webpage	https://stthomascollegeranni.com/organogram.php
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The College provides credit facility and chitty to the teaching and non-teaching staff from the cooperative society of the college. It helps them to overcome the financial emergency. Credit purchase is available for the faculty and the non-teaching staff from the co-operative society of the College. The college has a cooperative store for students and staff to purchase text books and other stationery items at low cost and Photostat facilities also provided for the staff and students with minimum cost. It is administered by a committee consisting of teachers and non teaching Staff. The College encourages all the members of the teaching and non-teaching staff to avail medical insurance. Recreation facilities such as fellowship meetings, leisure trips, and annual get togethers are also organised for the teaching and non-teaching staff. A staff club is working in the college for

coordinating various activities of the staff.

File Description	Documents
Paste link for additional information	https://stthomascollegeranni.com/cooperativesociety.php
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

4

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

04

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The college facilitates the professional growth and enrichment of the staff by implementing an effective Performance Appraisal System. This system is maintained with the objective of improving academic and administrative standards. It functions in the

following ways-

Teacher's Diary

It is given to each teacher at the beginning of every academic year to record their everyday engagements. All details pertaining to lesson plans, tests etc are recorded. It is monitored by the head of the department and the principal.

Academic Review

The Managing Board constitutes an Academic Review Committee every year to evaluate the performance of teachers. All teachers have to submit the duly filled Performa of the Performance Based Appraisal System (PBAS) at the end of the academic year.

Faculty evaluation by the students

IQAC monitors the feedback mechanism in the college. In each semester the students can evaluate their teachers online on the basis of their performance. The students can assess the teachers on the following criteria: accessibility to teacher, classroom management, communication skills, and fairness in internal assessment, ability to inspire and motivate, interaction of the teacher, punctuality and regularity, effective completion of syllabus in time, subject knowledge and the use of ICT in teaching learning process.

File Description	Documents
Paste link for additional information	https://stthomascollegeranni.com/uploads/aqar_2021-2022/6.3.5_Teachers_Diary.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution has a transparent and systematic financial management system. The institution conduct both internal and external audit for governmental and non- governmental funds

Statutory audit of all accounts maintained by the college is done

by chartered accountant every year. The management has appointed kuruvilla associates as the external auditor of the management. All financial accounts/matters of the college is audited. On behalf of the principal, the head accountant maintains the accounts of the government funds. Statutory audit also includes auditing of all non-government fund including the scholarships,, donations by alumni, admission fees, caution money, etc

Internal audit is conducted by office staff comprising of the head accountant and other other administrative staff. Moreover academic audit is conducted by IQAC.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

200350

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

As the institution is an aided one, the chief source of fund is the government and its various agencies. The institution has a financial policy for resource mobilization. The Treasurer of the college acts as the chief agent of resource mobilization and utilization. The college has been claiming its RUSA share for various activities. It also seeks public support in fund mobilization as the college is a socially oriented institution. The college also depends on MP and MLA fund for its infrastructural

enhancement. The college has an annual financial planning for optimum utilization of the resources. The Planning Committee consists of Treasurer, Principal, IQAC Coordinator, HODs, PTA Executive members etc. The annual budget is then presented to the College Management for approval. Before commencement of every project ensuring optimal utilization of the sources, plans and estimates are prepared by qualified engineers. The annual financial statement is presented during the common staff meeting at the conclusion of the academic year. Thus, the institution abides by the stipulated economic policies of UGC, Central and State governments.

File Description	Documents
Paste link for additional information	https://stthomascollegeranni.com/alumni-about.php
Upload any additional information	View File

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

Internal Quality Assurance Cell has contributed significantly for institutionalizing the quality assurance strategies and processes; it plays a very important role in quality enhancement by organising seminars, webinars, workshops, etc. It also supervises the extension activities of various departments, NCC and NSS.

Internal Academic Audit:

Internal Academic Audit is conducted at the end of every academic year by a committee headed by IQAC coordinator in order to maintain quality in the institution. Visits are made to each department; teachers make presentations regarding the performance of their respective departments and evaluation is done based on their presentation and corresponding documents provided by them.

Feed back of students are given utmost importance, PTA meetings both general and department wise are conducted regularly; these act as platforms for students and parents to present their suggestions and grievances. Feedback is taken from students and parents after the meetings. Apart from this feedback from students and parents are taken by providing them feedback forms online. The

feedbacks received are discussed in detail in IQAC and Staff Council meetings and their requirements are addressed at the earliest.

File Description	Documents
Paste link for additional information	https://stthomascollegeranni.com/uploads/agar_2021-2022/6.5.1_Additional_Document.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Under the leadership of IQAC Internal Academic audit is conducted every year and feedback forms are given to students to assess curriculum and teacher's performance, at the end of every academic year, feedback is also collected from parents, Alumni and employers.

Internal Academic Audit is conducted both at department and institutional level as per NAAC guidelines every year. Each Department is expected to maintain and update about 40 files which are closely monitored by IQAC, every year during the Academic Audit a close eye is kept regarding maintenance of Department files and stock register.

The feedback from all stakeholders are collected, which is discussed in IQAC meetings and college staff council meetings, based on the same decisions are taken. Each department submits an annual proposal to IQAC regarding the activities and programs they propose to conduct during the coming academic year, in accordance with the report submitted by them, an academic calendar is prepared.

File Description	Documents
Paste link for additional information	https://stthomascollegeranni.com/uploads/aqar_2021-2022/6.5.2_Additional_Document.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://stthomascollegeranni.com/uploads/aqar_2021-2022/6.5.3_Additional_Document.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender equity and sensitisation measures adopted by the institution in the curricular and co-curricular levels have catered to imparting a sense of gender inclusiveness among the student community. "Gender in Indian Perspectives" and "Women Writing"—courses in B A programmes—challenge the conventional social norms about male-female dichotomy. 'NAAM' (a gender sensitisation initiative of IQAC), NSS, Gender Justice Forum and

'Tharjani' (Women Empowerment Forum) in association with Women and Child Development Department, Government of Kerala, Kanal and Sakshi (NGOs) have organised various programmes like webinars, awareness classes, empowerment sessions, skill development programmes and competitions to spread the message of gender inclusiveness and equity among the college community. The institution also provides special facilities for women on campus like washrooms with sanitary napkin incinerators and guidance and counselling centre with the service of a consultant counsellor. The campus is under CCTV surveillance. Gender Justice Forum, Anti-ragging committee and Anti-Sexual Harassment Committee and Internal Complaint Committee (ICC), Students' Grievances and Redressal Committee etc., are instrumental in ensuring safety and security to women in the campus.

File Description	Documents
Annual gender sensitization action plan	https://stthomascollegeranni.com/uploads/agar_2021-2022/7.1.7%20Other_relevant_information.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://stthomascollegeranni.com/documents/AOAR-2023/7.1.1_Facilities_for_Women.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The institution follows the 3R policy of Reduce, Recycle and Reuse in managing the waste generated in campus. An MoU has been signed between the Principal, St. Thomas College, Ranni and Clean Kerala Company Limited, Thiruvananthapuram for implementing sustainable waste management practices in the college.

Solid Waste Management

- A four-compartment waste disposal unit- "collectors at School"- donated by SuchithwaMission is installed in the college. Plastic and paper waste collected in this unit is periodically shifted to non-hazardous waste disposal units run by the Pazhavangadi Panchayath.
- A part of the paper waste is collected by external agency for recycling
- Green protocol followed on the campus enforces minimal use of plastic.
- Food waste is deposited in the pipe compost units.
- Vermicompost units are used for the disposal of all sorts of biodegradable wastes from the garden, kitchen and canteen.
- Biogas plant is used for disposing, recycling and reusing kitchen waste and food waste in the hostel

Liquid Waste Management

- The institution has proper drainage system to manage the liquid waste from laboratories and washrooms.
- The three rainwater harvesting units operational on the campus are used for collecting and preserving rainwater for use in washrooms and gardens

E-Waste Management

- Periodic maintenance of electronic pieces of equipment is done to ensure minimal generation of e-waste.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available A. Any 4 or all of the above

**in the Institution: Rain water harvesting
Bore well /Open well recharge Construction
of tanks and bunds Waste water recycling
Maintenance of water bodies and distribution
system in the campus**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

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

The institution has taken conscious efforts to provide an inclusive environment both in the academic and administrative levels. It follows the Centralised Allotment Process (CAP) of M. G. University for admitting students in the UG and PG programmes, strictly adhering to reservation policies of the State and Central

governments catering to SC,ST, other backward, PWD and sports quota candidates. Apart from the institutional level scholarships, eligible UG and PG students are given the scholarships offered by the Govt. of Kerala and M G University. The institution promotes values of tolerance and harmony through its activities that mark unity in diversity. The institution organises events and celebrations of diverse cultures across the nation such as Kerala Piravi day, Onam and Christmas

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	View File

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

The institution follows a systematic plan of action that promotes constitutional values of democracy, rights and duties in curricular and co-curricular activities. In the curricular level one course each for all the programmes offered by the institution is earmarked for Human Rights with special emphasis on the contributions of human rights related organisations like 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, Environment and Human Rights, and Right to Clean Environment. Value education is offered to first and second year UG students on all Wednesdays on topics as diverse as 'Personality', 'Life is a Gift', 'Family', 'Love', 'Sharing', 'Democracy and Civic Life', 'Positive Attitude', 'Essential Skills of Life', 'Time Management', 'Money Management', 'Building Healthy Relations', 'Eco-friendly Living', 'Sustainable Development' and 'Media'. Parliamentary mode of election is followed for constituting the students' union. Apart from this all office bearers from among the administrative and academic staff are selected in a democratic manner.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://stthomascollegeranni.com/documents/AQAR-2023/7.1.9_Human_Values_Details.pdf
Any other relevant information	https://stthomascollegeranni.com/documents/AQAR-2023/7.1.9_Human_Values_Other_Relevant.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

A. All of the above

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

The institution has rendered particular emphasis on the celebration of national and international commemorative days, events and festivals so as to ennoble notions of national and international harmony among the student community. Some of them are World Environment Day Celebration (NCC and BhoomitraSena Club), International Yoga Day (Dept. of Tourism), National Reading Day and Reading Week Celebrations (EBSB Club, Dept. of

Malayalam), Independence Day (Dept. of History and Malayalam, NSS, Dept, of Physics), World Tourism Day and World Heritage Week (Dept.of Tourism), Teachers' Day, Ozone Day (Dept.of Physics) ,Kerala Piravi, NSS Day Celebrations, National Constitution Day (Dept.of History), Christmas , National Mathematics Day (Dept. of Mathematics), World Hindi Day (Dept. of Hindi), National Youth Day (Dept. of History), National Science Day (Dept. of Physics and Chemistry), World Space Week (Dept. of Physics), International Women's Day (Dept. of History), Zero Discrimination Day (EBSB Club). As part of these, programmes like poster making competitions, webinars, quiz competitions, bookmark making, drawing competitions, video presentations, debate and elocution competitions, badge making competition, essay writing competitions etc., were conducted for students.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice 1

Skill Training and Empowerment Programme (STEP)

Aims and Objectives

- To foster the talents of the students

The Context

- The college provides ample opportunities to the students, majority of whom are hailing from rural and poor backgrounds, to develop various skills

The Practice

- Various clubs and committees have helped the young minds to explore new ideas and also to identify and hone their talents. They have also been instrumental in empowering the beneficiaries psychologically.

Evidence of Success

- Curricular, co-curricular and extracurricular achievements

Problems Encountered

- Challenges of the online mode and Covid restrictions

Best Practice 2

Community Assistance and Responsible Education (CARE)

Aims and Objectives

- To inculcate social values among the students

The Context

- The college, through its varied projects, makes the students engage in activities catering to the needs of the society and nature

The Practice

- Participation in cleaning drive, activities like renovation of school buildings, blood donation drive and covid-related duties

Evidence of success

- Activities of community service have provided the staff and students opportunities to partake in the nation building process

Problems Encountered

- Limited opportunities for community assistance with Covid 19 restrictions in place

File Description	Documents
Best practices in the Institutional website	https://stthomascollegeranni.com/bestpractice.php
Any other relevant information	https://stthomascollegeranni.com/documents/AOAR-2023/7.2.1_Best_Practice_Other_relevant_information.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Since its inception in 1964, the institution has adhered to its vision of partaking in the nation building process by providing holistic and quality education to create intellectually enlightened, spiritually inspired, morally upright, and socially committed young men and women. The alumni of the institution-spread across the world-have proved their mettle in all walks of life. The institution has a very well-planned teaching-learning mechanism and monitoring system to ensure effective dissemination of curricular aspects among the students. Apart from internal and end-semester assessments, there are remedial classes and Student Support Programmes, Seminars, assignments and viva voce examinations to monitor and enhance the learning process of the students. Friday Fellowship is a secular fellowship of the staff and students of the college which nurtures their spiritual and emotional enlightenment to a great extent. Tutorial sessions also play a key role in providing emotional support to the students. National and international seminars, and webinars are periodically hosted by various departments.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Since our college is affiliated to Mahatma Gandhi University, we follow the curriculum prepared and designed by the university. 1st year students are given awareness regarding all facilities provided in the institution and also scholarships and free ships provided by the government, the institution and non-government agencies. Students are also made aware of POs, PSOs and Cos of various programmes.

In the beginning of every academic year all departments prepare timetable and teachers prepare teaching plan accordingly. With the outbreak of Covid- 19, when students could not come to college, teachers took online classes using platforms like Google meet, Zoom etc, audio clippings relevant to curriculum also were posted in WhatsApp, Google class room, Telegram etc. In between when off-line classes were conducted sufficient instrumentation facility was given to the students for their practical classes.

Our institution has a very transparent and efficient student evaluation system; apart from class tests conducted at department level, an internal exam and model exam is conducted at the college level. Special attention is given to weak students, Remedial coaching is provided to them. PTA meeting are regularly held to update regarding their children's performance. Through all these methods effective curriculum delivery is ensured.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://stthomascollegeranni.com/uploads/agar_2021-2022/1.1.1_Curricular_Planning_Additional.pdf.pdf

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

Institution adheres to academic calendar

The academic calendar of the college is prepared in accordance with the Academic Calendar of Mahatma Gandhi University. Before the beginning of each academic year all the departments prepare an action plan to be included in the academic calendar, which is send to the IQAC coordinator, the coordinator compiles the data and also prepares exam dates in tune with the University exam 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. Once all data is ready pertaining to each year the academic calendar is send for printing and in the beginning of the academic year it is distributed to all departments. The departments organize programs and conduct exams as per the schedule given in the Academic Calendar.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://stthomascollegeranni.com/uploads/aqar_2021-2022/1.1.2_CIE.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility	
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
13	
File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File
1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
11	
File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
460	
File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File
1.3 - Curriculum Enrichment	

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

1.3.1 Institution integrates crosscutting issues

Diverse programs are offered by various departments of the institution crosscutting issues relevant to environment, gender, human values etc. Environmental Studies and Human Rights have been incorporated into fifth semester UG syllabus as per new UGC regulation. Both UG and PG programs offer courses during various semesters sensitizing students in areas like Gender studies, Human Rights, Renewable energy, Nationalism, Civic sense etc. Our college also provides Value and Moral Education through classes and training programs. Every Friday teachers and students give messages on moral values and ethos of our country.

Nature Club, Bhoomitra Sena, Social Service Club etc function to promote values relating to crosscutting issues among students. The institution has an effective waste collection and disposal system and Rain Water harvesting system. Apart from these activities, the IQAC, NSS and NCC of our institution organize a number of programs on Gender Sensitization, Environment protection and Waste Management, Professional Ethics etc. Important national and international days like Independence Day, Constitution Day, National Unity Day, Ozone Day, International Day on Elimination of all forms of violence against women etc are celebrated in the campus.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

13

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

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

391

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	https://stthomascollegeranni.com/documents/AOAR%202021-22/1.4.1_feedback_analysis_21_22.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://stthomascollegeranni.com/documents/AOAR%202021-22/1.4.1_feedback_analysis_21_22.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

299

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

59

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution identifies and caters to the diversified needs of the students from different backgrounds and of varied learning capabilities through systematic and scientific procedures

- Induction programme for UG and PG beginners help them to get an idea about the rules and regulations of the college, privileges, opportunities etc.
- Program wise bridge course is conducted at the entry-level to bridge the gap between senior secondary and the college-level teaching-learning process. It is designed envisioning the ease of transition and nurturance of academic skills in young minds
- Orientation classes were conducted to ignite their mind with positive thinking and worthy living

The aptitude test gave teachers an idea about the learning level of students. The slow learners were provided with remedial coaching, peer teaching, simplified academic materials, tutorial and counselling sessions. Advanced learners were encouraged to participate in various national level competitions. Scientific workshops/seminars and skill development programmes were also organized. PG department offers free JRF/NET coaching for students. Various clubs were also conduct programmes enforcing student participation.

For all the students, various departments conducted certificate courses focussing the importance of addition skills for better living. Internship is also provided for better understanding of the subject area.

File Description	Documents
Paste link for additional information	https://stthomascollegeranni.com/uploads/aqar_2021-2022/2.2.1_special_programmes_for_learners.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
873	50

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution has a number of mechanisms to assess the learning levels of students after their admission to college; in order to cater to the needs of advanced learners and slow learners various programmes are organized. Soon after students are admitted to college, a test is conducted to assess their mental aptitude and their strength in the subject. Accordingly they are divided as slow learners and advanced learners. A bridge course is provided to students to bridge the gap between what they have learned at school level and what they are going to learn at college level, later on remedial classes are also provided to slow learners. Peer teaching is another method which is in place in the institution which also enables slow learners to come forward, above all self learning materials are also provided to students in order to address their backwardness in studies.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://stthomascollegeranni.com/uploads/agar_2021-2022/2.3.1_Student_Centric_Methods.pdf

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

ICT is a scientific, management technique which can minimize the teaching learning technology gap between today and future. A skilled teacher can bring out creativity of students only if he/she is digitally literate and understands how to integrate it into curriculum. This can lead to higher order thinking skills; provide creative and individualized options for students to express their understandings. Since special care needs to be taken for the development of ICT in the institution in order to move from traditional 'teacher-centric' styles to 'learner-centric' styles, our Institute adopts the following ICT Tools:

1. Projectors are available in different classrooms, labs and seminar halls
2. Desktop and Laptops are arranged at Computer Lab and Faculty cabins
3. Printers and Scanners are installed at all prominent places.
4. Photocopier machines (5) are available in the campus.
5. Three seminar halls are equipped with all digital facilities.
6. One smart board is installed in the campus.
7. Online Classes are taken through Zoom, Google Meet, Google Classroom etc.
8. Completely furnished Language Lab is available in the campus.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

50

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

43

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

21

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

405

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The internal examination Committee (IEC) monitors the time-bound, smooth and transparent implementation of Continuous Internal Evaluation and ensures that the college adheres to academic calendar, which is drafted in tune with the University Academic Calendar. IEC and Discipline Committee monitor the smooth conduct of exams. Students, who miss internal exams, are provided retests. Monthly attendance is displayed in the notice board.

Practices ensuring transparency

- Dates of internal exams are included in the academic calendar and are informed well in advance
- Two centralized exams and two department tests are conducted during a year
- Valued answer scripts are returned within a week.

- Question paper discussion and return of answer scripts are done regularly
- Monthly attendance report is published
- Students are supposed to submit assignments within stipulated time
- Internal marks are uploaded in the university portal

Practices ensuring robustness

- Seating arrangement in exam halls with students belonging to different streams.
- Teacher squads inspect malpractices.
- Additional exams and retests for slow learners and special students.
- PTA meeting- One to one interaction of parents and teachers
- Appropriate remedial/ support mechanism.
- Consolidated internal mark sheets are exhibited on the notice board

File Description	Documents
Any additional information	View File
Link for additional information	https://stthomascollegeranni.com/uploads/agar_2021-2022/2.5.1 Mechanism of internal assessment.pdf

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

The continuous evaluation process of the college is done through Group Discussion, Unit Tests, Assignments Submission, Field Visit/ Field Work and Seminars. Internal examinations are conducted regularly as per the schedule given in the academic calendar. Performance of students is displayed on the Notice board. Remedial coaching and personal guidance are provided to slow learners. The following measures are adopted for internal assessment

1. Internal Examination Committee schedules the internal examination; one internal and one Model exam is conducted during each semester at institution level, a part from that class tests are also conducted at department level.
2. The committee collects question papers from all departments, allocates duty to teachers, arranges the

exam hall, collects the result of internal exam and displays the results on notice board.

3. Collecting grievances: If there is any grievance regarding internal exam, students are supposed to report it to the HoD in a prescribed form and duly filled form will be handed over to the Grievances Cell. Grievances Cell will provide clarification for the grievance and it is recorded. The same is reported to internal examination committee.

File Description	Documents
Any additional information	View File
Link for additional information	https://stthomascollegeranni.com/uploads/agar_2021-2022/2.5.2 Mechanism to deal with internal external examination related grievances.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Department level meeting will be conducted to discuss and consolidate about the program outcome (PO), course outcome (CO) and program specific outcomes (PSO). The concerned teachers who deal with the particular course outlined the outcomes of the programs. This will be displayed in college website. These are communicated to the students in the formal way of the discussion in the classroom and department notice board. Each course has its specific expected outcomes which include the fundamental and in-depth knowledge on the subject, life skills, and aptitude for higher studies, human values, and social consciousness.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://stthomascollegeranni.com/documents/Outcomes.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

We took most care of measuring the level of attainment of POs and PSOs and COs and follow formal as well as informal mechanism for the measurement of attainment of the outcomes. Feedback collected periodically to assessing the attainment of learning outcomes. The feedbacks are analyzed and suggestions given by the stakeholders for improvement are communicated to the IQAC and try to take necessary steps accordingly.

The institution has a continuous evaluation mechanism as prescribed by the University through test papers, assignment and seminars. Internal examination committee analyzed evaluation reports of results. Besides this the course outcome is evaluated through end semester examination also.

They Institute followed the academic calendar of M.G University.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://stthomascollegeranni.com/uploads/aqar_2021-2022/2.6.2_addnl_information.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

189

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://stthomascollegeranni.com/uploads/agar_2021-2022/2.6.3_annual_report.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://stthomascollegeranni.com/documents/21-22/Student_Satisfaction_Survey_2021-22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

32,96,591

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

1

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	http://online-wosa.gov.in/wosb/resources/wspublic/results/AFEC/Result_AFEC_third_level_SEC_meeting.pdf

3.2 - Innovation Ecosystem

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

IEDC & ED Club known by the name "IDEAGORA" foster the entrepreneurial culture among students through various programs and innovative activities. To make the students aware of various intellectual properties available and different ways to protect their ideas online webinars on the topics like "INTELLECTUAL PROPERTY RIGHTS, "Finding Opportunities In the Changing World" etc were conducted. A flagship program named Young Innovative launched by the Kerala Development and Innovation Strategic Council (K-DISC) with title "Route map to Young Innovators Program" was organized. . Programmes like "ONLIVE" -a series of online interactive sessions with successful entrepreneurs, a start-up boot camp , "Design Thinking Workshop" , a cartoon competition for the students. on the topic "AD3000" etc were also conducted.

Ideagora, in association with Departments also conducted programmes. IEDC and PG Department of Physics, conducted an online webinar on "INTRODUCTION TO INTELLECTUAL PROPERTY RIGHTS". They also conducted two days workshop on Analysing Techniques in TEM and XPS.

Ideagora in association with Department of Zoology conducted an online webinar on "Funding Opportunities For Innovative Ideas".

IEDC in collaboration with MSME Development institute Thrissur (A central government institute) organised an Entrepreneurship Awareness Camp (EAC) for the students and local public.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stthomascollegeranni.com/uploads/agar_2021-2022/3.2.1_Innovation_Ecosystem.pdf

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

19

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

1

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

11

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

2

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The various clubs and departments of the College engage in extension activities. Students and faculty members engage in

various community linked programmes.

This year Departments of Chemistry, Botany and Zoology engaged in community linked services through different activities. In order to inculcate the knowledge of mushroom cultivation Botany Department organized a class on Mushroom cultivation to the public as well as to the students. Awareness of waste management is the need of the hour. Considering this the Departments of Chemistry and Zoology organized classes on waste management, Vermi compost pipe compost etc to school students.

This year NSS and NCC did various community linked activities. NCC celebrated World Environmental Day by distributing medicinal plants to nearby Panchayat. This year NCC Volunteers donated blood to District Hospital Pathanamthitta and also organized a campaign named 'miss a meal and feed the poor' by which food was distributed to the needy people in Taluk Hospital. NCC Cadets in collaboration with Kerala State Police Force became advocates of Covid prevention and control at public places. NSS this year too conducted blood donation camp in the college. NSS celebrated World Environmental Day by planting fruit trees in the volunteers home. For the covid awareness students created a video . In association with KANAL programs, NSS unit conducted various awareness programs such as Dowry act, various laws for the protection of women and child, Active participation of NSS volunteers in community during Covid pandemic period.

File Description	Documents
Paste link for additional information	https://stthomascollegeranni.com/uploads/agar_2021-2022/3.4.1_List_of_Extension_Activities_Additional_Information.pdf
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

6

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

13

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

926

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year****3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

11

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

12

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

The College offers 9 UG, 4 PG Programmes . The campus is divided in five blocks-Main Block, Library Block, Old Block, Nalukettu Block and Vayala Block. The college has 42

classrooms, an ICT enabled room, 3 Seminar halls and 2 Auditoriums. Seven Labs for UG and PG research (2 Physics, 2 Chemistry, 1 Botany, 1 Biochemistry and 1 Zoology). One lab under DST- Ministry of Science and Technology, Government of India, has been set up for a Major research project. Three Computer Labs, One Language Lab and One Commerce Lab to provide computer literacy and practical sessions. Separate rooms are provided for NCC, NSS IQAC, College Cooperative Store, Cooperative Credit Society. Ramps and washrooms for Differently Abled Students. Canteen facility for students and staff. Special room for Counselling Centre. One Girl's Hostel and a well furnished Guest Room. One server room, One question Paper Room. Reagent Preparation Room, Museum cum Instrument Room, Zoology Museum. College Chapel is opened twice in a week. The College has other facilities such as Herbarium, Medicinal Plant Conservatory, vermi- compost (4 unit), Mushroom House.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stthomascollegeranni.com/infrastructure.php

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

The College has the adequate facilities for sports and games and cultural activities. In order to promote outdoor sports- Basket ball court (420 Sq m), Volley ball court (162 Sq m) Football Court (5500 Sq m) are available in the College. Indoor courts for badminton, table tennis are available. An Auditorium with a seating capacity of 500 is available for cultural programs of various organizations including College Union, clubs, Subject associations etc. and also for general programmes. The College provides facilities for Yoga for physical exercise and training. A Gymnasium with modern equipments is available for students and staff. In order to organize cultural activities the following facilities are specifically available in the College- Auditorium with stage, Audio - Visual system, ICT Enabled Seminar Halls.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stthomascollegeranni.com/auditorium.php

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

01

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stthomascollegeranni.com/computerlab.php
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

8786572

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Response:

- The library is located in a separate block with a total space area of 484 sq. meter.

- The college has a spacious library with a seating capacity of over 150, provides a conducive atmosphere for reading and browsing.

- It has following separate sections-

- Reading Area

- Stack area

- Periodical area

- Reference Section

- Other area

- The Library is functional from 9:00 am to 4:30pm from Monday to Saturday.

- To attract students to the library an award to Best Library User is given every year.

- New arrivals are also put on display.

- Library block is user friendly to Differently abled students

The library has nearly 32,176 books, 34 journals , 54 periodicals and magazines and 10 newspapers. Separate sections are available for reference, current arrivals, career, research, manuscripts, etc.

There is a special corner for books of WWS and excellent reference books for competitive exam preparation.

Back volumes of the academic and research journals, college magazines and handbook are also made available to make the teaching-learning and research more vibrant and effective.

The library is partially automated using Grandha Software , version 2.0. It has following features -

- User friendly
- Bar Coding, printing and labeling
- User ID card Generation
- Book searching(Title, Author, Subject, Publisher)
- Reservation, Renewal, Journal Searching and Journal Indexing
- Book Details View
- Issue and return
- Pending Returns/ Fine Calculation
- Individual User accounts and access
- Web OPAC (online searching)

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://stthomascollegeranni.com/centrallibrary.php

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.61639

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

28

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The College currently possess one internet connection with a speed of upto 100 Mbps provided by BSNL. The Wi-fi facility of the College is distributed through 5 D-link wifi routers and multiple access points. A mechanism is available in the College for upgradation and expansion of IT facilities. Computer labs,

Language Lab and Access to e-journals and e-books are provided by the N-LIST. The institution is equipped with 25 computers with internet facility. Uninterrupted supply of power is ensured by the High Tension Power Generator. Peripheral devices like printers, high speed duplex printers, scanners, etc help the students, teachers and office staff in managing the e-resources. For smooth conduct of the University examinations, the College has facilities like internet connectivity, two high-speed printers with Photostat and scanners and CCTV surveillance. Surveillance cameras have been installed in the campus to provide 24 X 7 security and safety. The College strives to integrate technology with teaching and classroom practices.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stthomascollegeranni.com/computer_lab.php

4.3.2 - Number of Computers

32

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

2542738

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The College has a system for the optimal utilisation and maintenance of physical and infrastructural facilities. The College has a Management office for overseeing the construction and maintenance work. The Management office- Prepares annual budget for construction, maintenance and upgradation of academic and physical infrastructure and support services. Construction and maintenance work in the College are carried out under the supervision of the Management office which also allocates fund for the same. The College office under the supervision of the senior superintendent oversees the daily maintenance and upkeep of the class rooms and other facilities. Electrical and plumbing works are carried out by trained technicians appointed by the College. The College follows an open tender system for construction and maintenance work. The College Council prepares the blue print for optimal utilisation of existing resources. The committee consists of academic experts who visit the College, departments, labs, library, sports and other support facilities to review the current utilisation and also to make suggestions for better utilisation. A register for maintenance work is kept in the Management office for recording the requirements of maintenance in the departments and support services. Measures are initiated to rectify them.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stthomascollegeranni.com/index.php

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

472

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

220

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://stthomascollegeranni.com/documents/AQAR-2023/5.1.3 Skill Enhancement Initiatives.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

861

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

861

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

<p>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</p>	<p>A. All of the above</p>
--	-----------------------------------

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

20

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

75

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

18

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

6

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students play an active role in all activities of the college, to ensure the same their representation in academic and non-academic bodies and various committees are ensured. Student's representation in all important bodies is ensured by the college. The College Union is formed every year following the norms set by the University to which the Institution is affiliated. Student representatives are there in IQAC, Green Audit Committee, RUSA Committee and they actively participate in various other Committees, Clubs and cells of the college like, Nature Club, Bhoomithra Sena, Women's Forum, Men's Forum, Vimukthi Cell, Anti Sexual Harassment Committee, Maintenance and Utilization Committee, Gender Justice Forum, etc. NCC and NSS unit of the college play a very important role in moulding the life of students and in their multi-faceted development. The student representatives actively participate in sports committee, cultural committee, magazine committee, etc.

The college provides ample avenues for developing technical skills, updating knowledge, personality development and service to the society through various associations and clubs. To develop Innovation and Entrepreneurship among students, the Institution's 'Innovation and Entrepreneurship Development Centre of the college in particular contributes tremendously. Student's grievances are addressed through Students' Grievance and Redressal Cell and Internal Complaint Committee. Utilization of the support and ideas of the students is the paramount requirement for the prosperity and well-being of our institute.

File Description	Documents
Paste link for additional information	https://stthomascollegeranni.com/collegeunion.php
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

24

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

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

St. Thomas College, Ranni is established in 1964, a number of alumni got education from this reputed institution. Many alumni of this college are well known in their respective fields i.e. Politics, Education, Judiciary, Literature, Sports, Agriculture, Business and Industry, Social Work and Public Speaking. Our Alumni Association works for the overall development of students as well as the institution. It helps our institution not just financially, but in terms of academic planning, placements of students, career guidance and technological guidance. Some of our alumni are academicians and industrialists; they share their knowledge and expertise with the students. A significant number of our alumni are always visiting to overseas countries and they impart their experience

with students by arranging motivational lectures. The Alumni Association provide a number of scholarships to students who excel in studies; they also provide scholarship to students who are economically backward, but faring reasonably well in academics. Kuwait Alumni Scholarship, Dubai Alumni Association Fund, Baharain Alumni Association, Zoology Alumni Association Fund, Gulmohar Educational Merit Scholarship, etc. are some of the scholarship instituted by Alumni of the institution. Our Alumni Association plays very supporting and constructive role in the overall development of the college.

File Description	Documents
Paste link for additional information	https://stthomascollegeranni.com/alumni-about.php
Upload any additional information	View File

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

D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

St. Thomas College, Ranni has a good academic tradition of catering to the needs of the students and the society. The objective of the college is to inculcate a sense of discipline, social responsibility and community service in the student community. The college aims to foster academic excellence with social commitment through value-based education. Great care should be taken to ensure that the functioning of the college is in accordance with the vision and mission. The College Council, chaired by the Principal, meets to discuss and evaluate critically the functioning of the institution. Staff meetings are held regularly to express their views and to participate in the decision-making process. The Manager of the college finds time to interact with teachers, collect their suggestions and also address their complaints, if any.

Important decisions are taken after dialogues and consultations with all stakeholders.

Vision

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 love God and their country.

Mission

Creating an educational environment for the total development of young men and women in the globalized e-world through value based holistic instruction across a wide range of discipline

File Description	Documents
Paste link for additional information	https://stthomascollegeranni.com/
Upload any additional information	View File

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

The College follows a mechanism of decentralization in the administrative and academic functioning for implementing the policy of participative management. The College is administered by the Standing Committee consisting of Manager and 8 other members. The day to day functioning of the College is looked after by the principal, who is advised by a College Council consisting of the Heads of the departments. Over fifty clubs/cells and associations are constituted by the Staff Council (College Council) with faculty members as coordinators to make the administration decentralized and participative. The academic and administrative decisions are made by the Principal through the process of consultation and discussion with the Governing Board and the Staff Council. The Heads of the various departments are managing the academic and administrative matters. Department meetings are held regularly to frame the teaching plan and the academic calendar of the department. The activities of departments are overseen by the HoDs. Through the functioning of various committees at different levels with proper stakeholder representation and periodic meetings of these bodies, it is ensured that all the activities of the

college are carried out with the active involvement of staff members. Many of these committees function with student representation

File Description	Documents
Paste link for additional information	https://stthomascollegeranni.com/uploads/agar_2021-2022/6.1.2_Additional_Document%20.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Keeping pace with the emerging trends and challenges in the field of higher education, the Internal Quality Assurance Cell (IQAC) of the College has drawn up a perspective plan for the overall development of the College to meet the requirements of the next ten years. It includes;

- Human Resource Management

Development of both students and teachers are ensured in the institution. Under the

leadership of Student's Union, student Centric programmes are organised in the college.

- Library, ICT and Physical Infrastructure / Instrumentation

There is a centralised library with 33587 books. INFLIBNET Access has been provided to students and teachers to search online research journals.

- Teaching and Learning

Quality improvement strategies are adopted for students as well as teachers.

- Examination and Evaluation

Examination and Evaluation system present in the college is as per evaluation norms put

forward by the University.

- Research and Development

The Research Development Committee monitors and co ordinates the research activities of the teachers and students.

- Collaborative activities are extensively encouraged by the institution.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://stthomascollegeranni.com/infrastructure.php
Upload any additional information	View File

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

Standing Committee: The College administration is vested with the Standing Committee consisting of a Manager and eight members. The Principal is the member of the Council.

College Council: It is a body consisting of the Principal, Heads of the departments, and office superintendent. The main function of the Council is to assist the Principal in the day to day functioning of the College. The College Council takes decisions related to the admissions, academic calendar, implementation of academic programmes, research extension, students' discipline, internal examinations, Union programmes, etc.

Committees, Clubs and Associations: The curricular and co-curricular programmes of the College are implemented through different committees, clubs and associations. The committees have faculty as chairman and members, and they discharge various functions.

Service rules, procedures, recruitment and promotional policies: It is an aided institution governed by the rules and regulations of UGC, State Government and the affiliating University in matters of admission of students, recruitment of

faculty, and conduct of examinations and organisation of curricular and co-curricular programmes.

The grievance redressal mechanism: The grievance redressal mechanism is also in line with UGC and University guidelines, rules and regulations. There is a three-tier mechanism for the redressal of student's grievances

File Description	Documents
Paste link for additional information	https://stthomascollegeranni.com/governin_gbodymembers.php
Link to Organogram of the institution webpage	https://stthomascollegeranni.com/organogram.php
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The College provides credit facility and chitty to the teaching and non-teaching staff from the cooperative society of the college. It helps them to overcome the financial emergency. Credit purchase is available for the faculty and the non-teaching staff from the co-operative society of the College. The college has a cooperative store for students and staff to

purchase text books and other stationery items at low cost and Photostat facilities also provided for the staff and students with minimum cost. It is administered by a committee consisting of teachers and non teaching Staff. The College encourages all the members of the teaching and non-teaching staff to avail medical insurance. Recreation facilities such as fellowship meetings, leisure trips, and annual get togethers are also organised for the teaching and non-teaching staff. A staff club is working in the college for coordinating various activities of the staff.

File Description	Documents
Paste link for additional information	https://stthomascollegeranni.com/cooperativesociety.php
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

4

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

04

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The college facilitates the professional growth and enrichment of the staff by implementing an effective Performance Appraisal System. This system is maintained with the objective of

improving academic and administrative standards. It functions in the following ways-

Teacher's Diary

It is given to each teacher at the beginning of every academic year to record their everyday engagements. All details pertaining to lesson plans, tests etc are recorded. It is monitored by the head of the department and the principal.

Academic Review

The Managing Board constitutes an Academic Review Committee every year to evaluate the performance of teachers. All teachers have to submit the duly filled Performa of the Performance Based Appraisal System (PBAS) at the end of the academic year.

Faculty evaluation by the students

IQAC monitors the feedback mechanism in the college. In each semester the students can evaluate their teachers online on the basis of their performance. The students can assess the teachers on the following criteria: accessibility to teacher, classroom management, communication skills, and fairness in internal assessment, ability to inspire and motivate, interaction of the teacher, punctuality and regularity, effective completion of syllabus in time, subject knowledge and the use of ICT in teaching learning process.

File Description	Documents
Paste link for additional information	https://stthomascollegeranni.com/uploads/agar_2021-2022/6.3.5_Teachers_Diary.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution has a transparent and systematic financial management system. The institution conduct both internal and external audit for governmental and non- governmental funds

Statutory audit of all accounts maintained by the college is done by chartered accountant every year. The management has appointed kuruvilla associates as the external auditor of the management. All financial accounts/matters of the college is audited. On behalf of the principal, the head accountant maintains the accounts of the government funds. Statutory audit also includes auditing of all non-government fund including the scholarships,, donations by alumni,admission fees,causion money,etc

Internal audit is conducted by office staff comprising of the head accountant and other other administrative staff. Moreover academic audit is conducted by IQAC.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

200350

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

As the institution is an aided one, the chief source of fund is the government and its various agencies. The institution has a financial policy for resource mobilization. The Treasurer of the college acts as the chief agent of resource mobilization and utilization. The college has been claiming its RUSA share

for various activities. It also seeks public support in fund mobilization as the college is a socially oriented institution. The college also depends on MP and MLA fund for its infrastructural enhancement. The college has an annual financial planning for optimum utilization of the resources. The Planning Committee consists of Treasurer, Principal, IQAC Coordinator, HODs, PTA Executive members etc. The annual budget is then presented to the College Management for approval. Before commencement of every project ensuring optimal utilization of the sources, plans and estimates are prepared by qualified engineers. The annual financial statement is presented during the common staff meeting at the conclusion of the academic year. Thus, the institution abides by the stipulated economic policies of UGC, Central and State governments.

File Description	Documents
Paste link for additional information	https://stthomascollegeranni.com/alumni-about.php
Upload any additional information	View File

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

Internal Quality Assurance Cell has contributed significantly for institutionalizing the quality assurance strategies and processes; it plays a very important role in quality enhancement by organising seminars, webinars, workshops, etc. It also supervises the extension activities of various departments, NCC and NSS.

Internal Academic Audit:

Internal Academic Audit is conducted at the end of every academic year by a committee headed by IQAC coordinator in order to maintain quality in the institution. Visits are made to each department; teachers make presentations regarding the performance of their respective departments and evaluation is done based on their presentation and corresponding documents provided by them.

Feed back of students are given utmost importance, PTA meetings both general and department wise are conducted regularly; these act as platforms for students and parents to present their suggestions and grievances. Feedback is taken from students and parents after the meetings. Apart from this feedback from students and parents are taken by providing them feedback forms online. The feedbacks received are discussed in detail in IQAC and Staff Council meetings and their requirements are addressed at the earliest.

File Description	Documents
Paste link for additional information	https://stthomascollegeranni.com/uploads/agar_2021-2022/6.5.1_Additional_Document.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Under the leadership of IQAC Internal Academic audit is conducted every year and feedback forms are given to students to assess curriculum and teacher's performance, at the end of every academic year, feedback is also collected from parents, Alumni and employers.

Internal Academic Audit is conducted both at department and institutional level as per NAAC guidelines every year. Each Department is expected to maintain and update about 40 files which are closely monitored by IQAC, every year during the Academic Audit a close eye is kept regarding maintenance of Department files and stock register.

The feedback from all stakeholders are collected, which is discussed in IQAC meetings and college staff council meetings, based on the same decisions are taken. Each department submits an annual proposal to IQAC regarding the activities and programs they propose to conduct during the coming academic year, in accordance with the report submitted by them, an academic calendar is prepared.

File Description	Documents
Paste link for additional information	https://stthomascollegeranni.com/uploads/aqar_2021-2022/6.5.2 Additional Document.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://stthomascollegeranni.com/uploads/aqar_2021-2022/6.5.3 Additional Document.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender equity and sensitisation measures adopted by the institution in the curricular and co-curricular levels have catered to imparting a sense of gender inclusiveness among the student community. "Gender in Indian Perspectives" and "Women Writing"—courses in B A programmes—challenge the conventional

social norms about male-female dichotomy. 'NAAM' (a gender sensitisation initiative of IQAC), NSS, Gender Justice Forum and 'Tharjani' (Women Empowerment Forum) in association with Women and Child Development Department, Government of Kerala, Kanal and Sakshi (NGOs) have organised various programmes like webinars, awareness classes, empowerment sessions, skill development programmes and competitions to spread the message of gender inclusiveness and equity among the college community. The institution also provides special facilities for women on campus like washrooms with sanitary napkin incinerators and guidance and counselling centre with the service of a consultant counsellor. The campus is under CCTV surveillance. Gender Justice Forum, Anti-ragging committee and Anti-Sexual Harassment Committee and Internal Complaint Committee (ICC), Students' Grievances and Redressal Committee etc., are instrumental in ensuring safety and security to women in the campus.

File Description	Documents
Annual gender sensitization action plan	https://stthomascollegeranni.com/uploads/agar_2021-2022/7.1.7%20Other_relevant_information.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://stthomascollegeranni.com/documents/AOAR-2023/7.1.1_Facilities_for_Women.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The institution follows the 3R policy of Reduce, Recycle and Reuse in managing the waste generated in campus. An MoU has been signed between the Principal, St. Thomas College, Ranni and Clean Kerala Company Limited, Thiruvananthapuram for implementing sustainable waste management practices in the college.

Solid Waste Management

- A four-compartment waste disposal unit- "collectors at School"- donated by SuchithwaMission is installed in the college. Plastic and paper waste collected in this unit is periodically shifted to non-hazardous waste disposal units run by the Pazhavangadi Panchayath.
- A part of the paper waste is collected by external agency for recycling
- Green protocol followed on the campus enforces minimal use of plastic.
- Food waste is deposited in the pipe compost units.
- Vermicompost units are used for the disposal of all sorts of biodegradable wastes from the garden, kitchen and canteen.
- Biogas plant is used for disposing, recycling and reusing kitchen waste and food waste in the hostel

Liquid Waste Management

- The institution has proper drainage system to manage the liquid waste from laboratories and washrooms.
- The three rainwater harvesting units operational on the campus are used for collecting and preserving rainwater for use in washrooms and gardens

E-Waste Management

- Periodic maintenance of electronic pieces of equipment is done to ensure minimal generation of e-waste.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

<p>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</p>	<p>A. Any 4 or all of the above</p>										
<table border="1"> <thead> <tr> <th data-bbox="97 483 533 551">File Description</th> <th data-bbox="533 483 1394 551">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="97 551 533 689">Reports on environment and energy audits submitted by the auditing agency</td> <td data-bbox="533 551 1394 689" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="97 689 533 792">Certification by the auditing agency</td> <td data-bbox="533 689 1394 792" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="97 792 533 896">Certificates of the awards received</td> <td data-bbox="533 792 1394 896" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="97 896 533 965">Any other relevant information</td> <td data-bbox="533 896 1394 965" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Reports on environment and energy audits submitted by the auditing agency	No File Uploaded	Certification by the auditing agency	No File Uploaded	Certificates of the awards received	No File Uploaded	Any other relevant information	View File	
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Certification by the auditing agency	No File Uploaded										
Certificates of the awards received	No File Uploaded										
Any other relevant information	View File										
<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	<p>A. Any 4 or all of the above</p>										
<table border="1"> <thead> <tr> <th data-bbox="97 1559 533 1626">File Description</th> <th data-bbox="533 1559 1394 1626">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="97 1626 533 1729">Geo tagged photographs / videos of the facilities</td> <td data-bbox="533 1626 1394 1729" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="97 1729 533 1868">Policy documents and information brochures on the support to be provided</td> <td data-bbox="533 1729 1394 1868" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="97 1868 533 2007">Details of the Software procured for providing the assistance</td> <td data-bbox="533 1868 1394 2007" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="97 2007 533 2078">Any other relevant information</td> <td data-bbox="533 2007 1394 2078" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Geo tagged photographs / videos of the facilities	View File	Policy documents and information brochures on the support to be provided	View File	Details of the Software procured for providing the assistance	No File Uploaded	Any other relevant information	View File	
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Policy documents and information brochures on the support to be provided	View File										
Details of the Software procured for providing the assistance	No File Uploaded										
Any other relevant information	View File										

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

The institution has taken conscious efforts to provide an inclusive environment both in the academic and administrative levels. It follows the Centralised Allotment Process (CAP) of M. G. University for admitting students in the UG and PG programmes, strictly adhering to reservation policies of the State and Central governments catering to SC, ST, other backward, PWD and sports quota candidates. Apart from the institutional level scholarships, eligible UG and PG students are given the scholarships offered by the Govt. of Kerala and M G University. The institution promotes values of tolerance and harmony through its activities that mark unity in diversity. The institution organises events and celebrations of diverse cultures across the nation such as Kerala Piravi day, Onam and Christmas

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	View File

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

The institution follows a systematic plan of action that promotes constitutional values of democracy, rights and duties in curricular and co-curricular activities. In the curricular level one course each for all the programmes offered by the institution is earmarked for Human Rights with special emphasis on the contributions of human rights related organisations like 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, Environment and Human Rights, and Right to Clean Environment. Value education is offered to first and second year UG students on all Wednesdays on topics as diverse as 'Personality', 'Life is a Gift', 'Family', 'Love', 'Sharing', 'Democracy and Civic Life', 'Positive Attitude', 'Essential

'Skills of Life', 'Time Management', 'Money Management', 'Building Healthy Relations', 'Eco-friendly Living', 'Sustainable Development' and 'Media'. Parliamentary mode of election is followed for constituting the students' union. Apart from this all office bearers from among the administrative and academic staff are selected in a democratic manner.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://stthomascollegeranni.com/documents/AQAR-2023/7.1.9_Human_Values_Details.pdf
Any other relevant information	https://stthomascollegeranni.com/documents/AQAR-2023/7.1.9_Human_Values_Other_Relevant.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

events and festivals

The institution has rendered particular emphasis on the celebration of national and international commemorative days, events and festivals so as to ennoble notions of national and international harmony among the student community. Some of them are World Environment Day Celebration (NCC and BhoomitraSena Club), International Yoga Day (Dept. of Tourism), National Reading Day and Reading Week Celebrations (EBSB Club, Dept. of Malayalam), Independence Day (Dept. of History and Malayalam, NSS, Dept. of Physics), World Tourism Day and World Heritage Week (Dept. of Tourism), Teachers' Day, Ozone Day (Dept. of Physics), Kerala Piravi, NSS Day Celebrations, National Constitution Day (Dept. of History), Christmas, National Mathematics Day (Dept. of Mathematics), World Hindi Day (Dept. of Hindi), National Youth Day (Dept. of History), National Science Day (Dept. of Physics and Chemistry), World Space Week (Dept. of Physics), International Women's Day (Dept. of History), Zero Discrimination Day (EBSB Club). As part of these, programmes like poster making competitions, webinars, quiz competitions, bookmark making, drawing competitions, video presentations, debate and elocution competitions, badge making competition, essay writing competitions etc., were conducted for students.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice 1**Skill Training and Empowerment Programme (STEP)****Aims and Objectives**

- To foster the talents of the students

The Context

- The college provides ample opportunities to the students, majority of whom are hailing from rural and poor backgrounds, to develop various skills

The Practice

- Various clubs and committees have helped the young minds to explore new ideas and also to identify and hone their talents. They have also been instrumental in empowering the beneficiaries psychologically.

Evidence of Success

- Curricular, co-curricular and extracurricular achievements

Problems Encountered

- Challenges of the online mode and Covid restrictions

Best Practice 2

Community Assistance and Responsible Education (CARE)

Aims and Objectives

- To inculcate social values among the students

The Context

- The college, through its varied projects, makes the students engage in activities catering to the needs of the society and nature

The Practice

- Participation in cleaning drive, activities like renovation of school buildings, blood donation drive and covid-related duties

Evidence of success

- Activities of community service have provided the staff and students opportunities to partake in the nation building process

Problems Encountered

- Limited opportunities for community assistance with Covid 19 restrictions in place

File Description	Documents
Best practices in the Institutional website	https://stthomascollegeranni.com/bestpractice.php
Any other relevant information	https://stthomascollegeranni.com/documents/AOAR-2023/7.2.1 Best Practice Other relevant information.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Since its inception in 1964, the institution has adhered to its vision of partaking in the nation building process by providing holistic and quality education to create intellectually enlightened, spiritually inspired, morally upright, and socially committed young men and women. The alumni of the institution- spread across the world-have proved their mettle in all walks of life. The institution has a very well-planned teaching-learning mechanism and monitoring system to ensure effective dissemination of curricular aspects among the students. Apart from internal and end-semester assessments, there are remedial classes and Student Support Programmes, Seminars, assignments and viva voce examinations to monitor and enhance the learning process of the students. Friday Fellowship is a secular fellowship of the staff and students of the college which nurtures their spiritual and emotional enlightenment to a great extent. Tutorial sessions also play a key role in providing emotional support to the students. National and international seminars, and webinars are

periodically hosted by various departments.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

In the new academic year it is decided to generate awareness among students regarding Covid Pandemic and precautions to be taken, it is also decided to initiate Knowledge Village project with Higher Education Institutions in Ranni. More workshops and webinars on Research methodology and academic Writing will be conducted. In order to encourage Entrepreneurship and Innovations more programs will be conducted. Faculty Development Programme for teachers and training for Non Teaching staff will be organised.