Yearly Status Report - 2016-2017

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

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**VI Chacko**
Phone no/Alternate Phone no.	**04735226238**
Mobile no.	**9447211678**
Registered Email	**stcranni@gmail.com**
Alternate Email	**iqacstcranny@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://stthomascollegeranni.com/layout/document/aqar1.pdf

4. Whether Academic Calendar prepared during the year	**No**

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B+**	**76.10**	**2007**	**31-Mar-2007**	**30-Mar-2013**
2	**B**	**2.69**	**2016**	**17-Mar-2016**	**16-Mar-2021**

6. Date of Establishment of IQAC	**07-Jun-2004**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
No Data Entered/Not Applicable!!!		
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

1. Seminar enhancing the leadership skill among the students 2, Awareness class on API Scoring 3.Carried out Feedback from stakeholders 4.Evaluation of Departmental Activities through Academic Audit 5.Monitored Tutorial/Remedial coaching for weak students

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

Plan of Action	Achivements/Outcomes
Giving awareness on API Scoring	Conducted an awareness class on API Scoring
Conduct some eco friendly campaigns	Eco friendly campaigns were conducted by NSS, NCC and Nature Club
Conduct Internal academic audit	Audit conducted
Semester Result Analysis	Results analysed and pass percentage improved
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
College Staff Council	13-Oct-2017

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	21-Dec-2017
17. Does the Institution have Management Information System ?	No

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Part B

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CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

St Thomas College, Ranni is a state-aided institution which comes under Mahatma Gandhi University; hence our college follows the curriculum prepared and designed by the university. The faculty members of our college participate in curriculum designing committees and contribute towards curriculum planning and designing. University also updates its syllabus regularly with the help of teachers of various colleges coming under the university. Each academic session begins at the college with department level meetings where syllabus is discussed at length and teachers are entrusted with various portions. Time table is prepared scientifically for various departments by head of the departments after consultation with other teachers of the department. The time table is later on forwarded to the principal and once it is approved by the principal, it is judiciously followed throughout the year. Number of classes required for each topic is decided in accordance with the syllabus and credits given to various topics. Teachers prepare lectures according to the syllabus and portion given to them and at the beginning of each semester students are given the syllabus and references as per the syllabus. Notes corresponding to the portion taught are also given to students after the completion of each topic and class tests are conducted regularly. Enough time is given to students to access the main library which has sufficient books catering to the syllabus. Students are provided internet access in the library whereby they get free access to e-journals and e-books. For successful delivery of curriculum following teaching methods are used i. The conventional Chalk and Blackboard method is followed. ii. ICT enabled teaching and learning method is followed. iii. Group discussion is encouraged among students. iv. Notes pertaining to the syllabus are distributed to the students. v. Students are encouraged to take seminars on topics connected with the curriculum. vi. Field works, surveys,

educational tours etc are organized by departments in accordance with the curriculum. vii. Seminars and workshops by experts in various fields are organized in order to help students. viii. Sufficient instrumentation facility is given to the students for their practical classes. Our institution has a very transparent and efficient student evaluation system which is regularly monitored by the head of the institution, apart from class tests conducted at department level, an internal exam and model exam is conducted at the college level. Viva-voce is also conducted and students are given assignments on various topics. Records of internal exams, assignments, projects etc are maintained in each department. College makes regular assessment of result of each department after university declares results of each semester. Through all these measures students are well equipped to face Final Examination conducted by the university. All activities of the departments, the requirements of students etc are regularly assessed by the college. Teaching and learning process of the whole college is monitored regularly and where ever improvements are required it is addressed promptly. Special attention is given to weak students and their development is ensured. Through all these methods effective curriculum delivery is ensured.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

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

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

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

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Botany	9
BSc	Zoology	23

BCom	Commerce	37
MCom	Commerce	11
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	Yes

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

Feedback Obtained

The College collects feedback from students, parents and teachers to evaluate the efficacy of the programmes and services provided by the College. It is done through structured questionnaires Feedbacks from students are collected and analysed by IQAC on a regular basis. It pertains to location of the college, canteen facilities, laboratory facilities, library accessibility and facilities, office, administration of the college etc. Students are given opportunities to give their feed back after each academic year. Besides this they can also air their suggestions and opinions during the tutorial or mentoring sessions also. Feedback from parents is obtained through PTA meetings conducted both in the college level and in the department level. Feedback received is discussed in the departments and where ever required, modifications and corrections are made feedbacks are also discussed in concerned committees. Tutorial meetings, PTA meetings, both class wise and General, College Council, Governing Board are some of the Committees were the suggestions and opinions given by the stake holders are discussed. The future actions and plans are planned according to the feedbacks received from various stakeholders.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

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

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	819	66	22	21	43

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
43	43	20	8	3	5

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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Student mentoring system is effectively functioning in the College. The various mechanisms for mentoring students include the tutorial system, scholar support programme, walk with scholar programme , remedial coaching, etc. Tutorial classes are given to all students to identify them better and to help them to improve both academically and in personal life. Tutorial sessions are carried on every Wednesday. Each tutor is assigned twenty to twenty five students. Personal meetings with the wards are conducted and their family details, academic details, curricular and extracurricular affairs are identified. If any student is identified with serious mental problems he/she will be given Counseling through trained counselor. Walk with a Scholar Programme and Scholar Support Programme , are effectively functioning in our College form the last year onwards . Walk with a Scholar (WWS) is a dream project of Government of Kerala to excel meritorious students, in learning through specialized mentoring programmes.The Scheme aims at giving necessary orientation to needy students to prepare for employment, and give them necessary guidance, motivation and mental support that enables them to identify appropriate areas for higher study and employment. For the purpose of mentoring, two categories of mentors are there- 'Internal Mentors (faculty from our own institution) and External Mentors (persons of repute from outside). Selection of students was done purely on the basis of merit. The number of students identified under this Scheme, was 30.This year the programme had 60 students. Scholar support programme, (SSP) aims at imparting additional support to students in curricular areas of weakness. Under the project various Training Programmes and Special Classes are proposed for the students who need special attention. Under SSP, we have identified, at the college level, as per direction, a maximum of 5 subjects as difficult and a maximum of 50 students as beneficiaries. Another very important measure taken by the institution to provide assistance to slow learners is through remedial coaching, students who are backward in studies are given special coaching and individual attention through this method. They are given remedial coaching before the regular class hours or after the class hours or during lunch breaks, free hours are also used.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
885	43	20:1

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
47	43	4	Nill	11

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

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

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

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

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

The institution has an Internal Exam Committee which conducts exams, Assignments, projects and seminars are given to the students and their performance is evaluated. Class wise performance in the internal examinations is evaluated in the departmental meetings. Internal marks are put on the notice board of concerned departments for verification by the students. Grievances regarding the internal marks if any, will be redressed by the Grievance Redress Cells at the department level/college level/ and University level. Regular PTAs are also conducted. A senior teacher serves as the Controller of Examinations at the College level. There is also a co-ordinator for internal examinations also. The faculty act in various capacities as examiners in various university examinations and some are serving as external examiners also.

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

For conducting the academic matters in a time bound manner, the College prepares an academic calendar. The IQAC Coordinator will be given the responsibility to prepare the academic calendar in the first meeting of IQAC itself. It includes dates of internal exams, activities of various departmental associations, clubs, and important days to be observed. The exam dates will be in tune with the University exam calendar. Each department is asked to prepare an action plan which is included in the academic calendar. The tentative dates of the programmes and exams are informed to the students and faculties in advance through this mechanism.

2.6 – Student Performance and Learning Outcomes

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

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

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

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2.7 – Student Satisfaction Survey

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

No Data Entered/Not Applicable !!!

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

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

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

Title of workshop/seminar	Name of the Dept.	Date
Seminar on " Science and technology for differently abled people"	Physics	27/02/2017
Intercollegiate quiz competition	Physics	27/02/2017
Lecture on English Literary History	English	19/10/2017

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

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

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

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

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Zoology	1	1.41
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication

Politics	1
History	1
Commerce	4
Botany	1

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

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

No file uploaded.

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						

No file uploaded.

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	11	4	Nill
Presented papers	Nill	6	Nill	Nill
Resource persons	Nill	Nill	Nill	Nill

No file uploaded.

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Republic Day Celebration	NCC	1	100
Yoga Day Celebration	Dept. Physical Education , NCC	1	80
Old Age Home Visit	NCC, NSS	3	40
Blood donation Camp	NCC , NSS	3	80
Out reach programme in near	Dept. of Chemistry, Physics,	8	200

by schools to promote english	English, History		
Booster Programme for Higher secondary Students	Dept. of Chemistry	3	50
Talent Search Exam	APT	2	35
Regional Workshop	NCC	7	60

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

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

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

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

No file uploaded.

3.5 – Collaborations

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

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

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			

No file uploaded.

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

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

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

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

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

4.2.2 – Library Services

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

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

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	60	3	40	1	1	4	14	18	8
Added	0	0	0	0	0	0	0	0	0
Total	60	3	40	1	1	4	14	18	8

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

No Data Entered/Not Applicable !!!

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
No Data Entered/Not Applicable !!!			

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

There is a maintenance and utilization committee comprising of representatives from management, teaching and non-teaching staff and students, functioning in the college. The committee looks into the matters concerning the maintenance and utilization of funds from the PD account and the management of the college for providing physical, academic and support facilities like laboratories, library, sports goods, and computers. A fixed amount (with yearly increment) is allocated for purchasing books and equipments like book stands in the library. Fund is also allocated for the yearly renewal of journal (both print and online) and e-resource subscriptions. Expense of newspapers and magazines are met from the PD account. Expenditure for the purchase of items like chemicals, glass wares and also for the purchase and repairing of electronic, electrical and non-electrical equipment and goods of the laboratories of physics, chemistry, botany and zoology departments is also met from the PD account. Expenses against the purchase of sports goods, TA, DA for students and ground maintenance are managed from the fund in the PD account. Repairing of computers and infrastructure is funded by the management.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
	No Data Entered/Not Applicable !!!		
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited	Number of benefited	Number of students who	Number of studentsp placed

students for competitive examination	students by career counseling activities	have passedin the comp. exam	
No Data Entered/Not Applicable !!!			
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
6	4	14

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

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

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

College Students' Union and various clubs and associations give the students ample opportunity for effective participation and governance of the college. The College has an elected College Union which comprises of an Executive Committee and a General Body. The College Union is elected each year through Parliamentary mode, by selecting class representatives from each class. The members of the college student's council are elected according to the norms of the University. It has an executive Committee consists of Chairman, Vice Chairman, General Secretary, The University Union Counselor, Arts Club Secretary, College Union Magazine Editor, two Lady Representatives and UG and PG representatives. There is a Union Staff advisor from among the teaching faculty who is in charge of the College Union. This year Dr. Aleyamma Kuruvila was the Union Staff Advisor. The Union named 'Agneyam 'was headed by Rinosh Rajesh (Chairman) and Anjana Maya das (Vice Chairman). Regular meetings were held for discussions on various matters pertaining to the programmes to be organized. The College Union represents the whole student body, and the needs of the students are put to notice through the Union. The Union organizes various extra and co curricular activities for the students like Youth festival, Annual sports meet, Onam Celebrations, Christmas Celebrations, College Day, charitable activities, literary activities, outreach programmes etc. Besides this, each department has its Association where the activities and programmes of that department are visualized. Each Department Association has a Secretary and executive committee where students are given representation. Beside this, College has various clubs and forums like NSS, NCC, Quiz Club, Adventure Club, Women's Cell, Nature Club etc. These clubs organize various programmes for the benefit of students. All these help in active student participation in various activities of the College.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

130

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

30000

5.4.4 – Meetings/activities organized by Alumni Association :

2

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The College is governed by a Management Committee consisting of Manager, Secretary, Treasurer and an Executive Committee who are democratically elected through an election conducted every five years in the Parish which owns the College. Besides this Governing Body the College has a College Staff Council for governance. The Institution promotes participatory management through the Staff Council which consists of Principal, Vice Principal, IQAC Coordinator and all Department Heads. In addition to this the Institution promotes

participatory management through PTA. The PTA comprises of an Executive body which consists of a President, Vice President and executive members. The Principal is the ex officio President of the PTA, and Vice President is selected from among the parents through democratic manner. The executive Committee consists of three representatives from teachers and parents. The College functions through various Committees(IQAC, Discipline Committee, Students' Grievance Committee, Examination Grievance Committee, Library Advisory Committee and various Clubs)promoting the culture of participative management.

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

<div align="center">No</div>

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Since the College is an aided institution under Mahatma Gandhi University, the college follows the Curriculum planned and prepared by the University. Suggestions if any are passed on to the Board of Studies through our members who participates in all curriculum-based meetings and workshops. Academic monitoring committee looks into overall academic growth and quality improvement. Examination committee ensure smooth conduct of examination.
Teaching and Learning	Quality improvement strategies are adopted for students as well as teachers. In the beginning of the academic year itself the general timetable is prepared and accordingly the Heads of various departments prepare their respective departmental timetables. Teachers prepare the teaching plan for the topics assigned to them. Attendance system of students is automated and is regularly monitored. For the improvement of weak students separate remedial classes are provided for them. Besides the remedial coaching instituted by the UGC the institution through their own teaching staff conduct regular coaching for weak students.
Examination and Evaluation	All the evaluation norms put forward by the University is adopted by the college. As per the directions of the University marking scheme with seven-point grades has been adopted now. Besides regular test papers, two internal exams are conducted in each semester. Assignments, projects and seminars are given to the students and

		their performance is evaluated. Class wise performance in the internal examinations is evaluated in the departmental meetings. Internal marks are put on the notice board of concerned departments for verification by the students. Grievances regarding the internal marks if any, will be redressed by the Grievance Redressal Cells at the department level/college level/ and University level. Regular PTAs are also conducted. A senior teacher serves as the Controller of Examinations at the College level. There is also a co-ordinator for internal examinations also. The faculty acts in various capacities as examiners in various university examinations and some are serving as external examiners also.
	Research and Development	The institution is encouraging research activities done by teachers and students. Faculties are granted leave for doing research under FDP Scheme. The Research Monitoring Committee monitors and coordinates the research activities of the teachers and students. Research Forums are organised in all PG departments.
	Library, ICT and Physical Infrastructure / Instrumentation	There is a centralised library with more than 30,000 books. INFLIBNET Access has been provided to students and teachers to search online research journals. Online Public Access Catalogue (OPAC) facility is available in the library and students can search the books by themselves. Internet broadband connection has been provided to all the departments. Science departments have well equipped seven Laboratories (both PG and UG). There is a central Computer lab with 20 PCs for staff and students. Besides this, Physics, Chemistry and Commerce Departments have separate Computer labs. English Department has a language lab too.
	Human Resource Management	The College Student's Union conducts various student centric programmes which helps them to prove their talents in various fields. Besides this the College organises various events like talents day, annual day etc and also helps student development through the functioning of various clubs like oratory club, quiz club etc , where the students get opportunities to excel

	themselves. Faculty members are given opportunity for development through attending orientation courses and refresher courses in their respective disciplines. Regular staff and council meetings to discuss on important matters and that provide opportunity for the staff to involve in decision making process. Faculties are receiving opportunity to involve in various capacities as, Staff Advisor, coordinators of various activities like NSS, NCC and coordinators of various clubs. The office staffs are provided with training programmes needed for upgrading the quality of their work.
Admission of Students	For the admission of students, the norms of the University and Government are strictly followed. Reservation norms are also strictly implemented. For UG and PG courses the Centralised Allotment Process instituted by the University is followed where the students apply online through university website for admissions. Here admissions to the general merit and reservation quota are made from the allotment list of the University. The admissions under Management quota, Community Merit, Cultural, Sports quota and Physically Handicapped quota are done at college level from the merit list of each category and the admitted students list will be uploaded in the University site. A college level admission committee has been constituted for admission processes. Finally the Principal, coordinator and the HODs will review the admission processes. Besides this a help desk for assisting students in the admission procedure has also been established. Finally the list of candidates admitted in all categories was given to the University.
Industry Interaction / Collaboration	As a part of their studies Chemistry and Commerce departments visit industries and banks. Commerce department has an Entrepreneur Development Club and through its functioning students get opportunities to visit industries and also to hear from industrialists and business men. The placement cell of our College gives necessary information on the job opportunities in various industries

6.2.2 – Implementation of e-governance in areas of operations:	
E-governace area	Details
No Data Entered/Not Applicable !!!	

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

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

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation	1	09/05/2016	04/06/2016	28
Orientation Programme	1	15/05/2017	16/06/2017	31
Refresher	2	02/12/2016	22/12/2016	21
Refresher	1	02/02/2017	22/02/2017	21
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
A Govt. approved financial institution called St. Thomas College Staff Cooperative Society	All the facilities available for the teaching staff are accessible to nonteaching	The welfare schemes provided by the govt. for the students are implemented here. KPCR

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

6.4 – Financial Management and Resource Mobilization

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

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

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority

Academic	Nill	Nill	Yes	Nill
Administrative	Yes	Deputy Directorate of Collegiate Education Office	Nill	Nill

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

<div align="center">**No Data Entered/Not Applicable !!!**</div>

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

<div align="center">**No Data Entered/Not Applicable !!!**</div>

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

<div align="center">**1. Health Insurance to all students. 2. Eco-friendly campus 3. Construction of Girls Toilets 3.**</div>

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
<td colspan="6" align="center">**No Data Entered/Not Applicable !!!**</td>					
<td colspan="6" align="center">**No file uploaded.**</td>					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Self defense for girls	12/09/2016	27/12/2016	50	Nill
Seminar on women health issues	15/11/2016	15/11/2016	300	Nill
Awareness class on Drug Abuse	16/01/2017	16/01/2017	72	50

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

<div align="center">Percentage of power requirement of the University met by the renewable energy sources</div>

<div align="center">**No Data Entered/Not Applicable !!!**</div>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	2
Scribes for examination	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	1	1	02/10/2016	1	Renovation of Roads in adopted Colony by NSS	Lack of proper roads	72
2016	1	1	05/11/2016	1	Blood donation by NSS	Donor deficiency	52
2016	1	1	23/12/2016	1	Digging water Harvesting pits in nearby orphanage premises	Shortage of water facilities	30
2016	1	1	23/12/2016	1	Construction of Vegetable garden in nearbt school	To create awareness among the students	20
2016	1	1	26/12/2016	1	Socio Economic Health survey	Awareness among students on Health Issues	100
2017	1	1	18/02/2017	1	Blood Donation by NCC	Doner deficiency	25
2016	1	1	15/10/2016	1	Old age Home Visit	To create social responsibility	30
2016	1	1	03/12/2016	1	Awareness campaign	Prevention against	60

					on epidemic spread	epidemic	

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

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Value Education Classes	08/08/2016	20/01/2017	550
Aids Day	01/12/2016	01/12/2016	75
Womens Day	08/03/2017	08/03/2017	250
Old Home Visit by Various Departments	15/12/2016	22/12/2016	150

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1.Observed environmental day by planting saplings. 2. seminars on nature conservation under the auspices of Nature Club. 3. Poster competition on threats to environment. 4. E wastes were collected and handed over to Panchayat for disposal. 5. Nests for Kariyilakuruvi was placed in the campus and nearby bus stand.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

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

<div align="center">http://stthomascollegeranni.com/</div>

7.3 – Institutional Distinctiveness

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

The vision of the College is to part take in the nation building process by providing holistic and quality education, to create spiritually inspired, morally upright, intellectually enlightened and socially committed young men and women who have God and their country. The College through its various academic and nonacademic activities strives hard to fulfill the vision of its founding fathers. The rural serene atmosphere conducive for academic activities brought forth by an equally enthusiastic student community and teaching and nonteaching faculty helps the college in attaining its vision and mission. The holistic education is provided through the various academic sessions and through value education classes, involvement in societal issues and solving them.

<div align="center">Provide the weblink of the institution</div>

<div align="center">http://stthomascollegeranni.com/</div>

8.Future Plans of Actions for Next Academic Year

 FUTURE PLANS 1. Improving the research climate in the Institution. The college plans to improve the research and extension activities in the coming academic year. For fulfilling the purpose, IQAC plans to conduct variety of activities for students and faculty members. For the students, seminars should be encouraged in all departments especially PG Departments. PG Departments should conduct student seminars incorporating the participation of students from other colleges. All the departments, both UG and PG should conduct Research Methodology workshops for the final year students of their departments. Departments also should conduct Memorial lectures inviting former faculty members or expert persons. Faculty members should be encouraged to apply for Minor and Major Research projects and attend and participate in National and International Seminars. 2. Awareness class for Faculty members regarding the changed format of NAAC so that aligning with the new frame work could be planned. 3. Conduct an Orientation class for the beginners. 4. Introducing a Teachers' Diary 5. Conduct Motivational talk for the top five from each department. 6. Encourage community extension activities and outreach programmes.-Initiatives for collaboration with neighboring schools, colleges for academic interactions. Each department is advised to take up socially useful projects. 7. Installation of a solar plant and energy saving lights for energy conservation. 8. The College plans to encourage deserving students by taking steps to make them avail more scholarships and aids for their academic purposes. 9. Create online portal for feedback from various stakeholders. 10. Introduce more certificates and add on courses. 11. The College aims to enhance the overall physical facilities of the Institution.