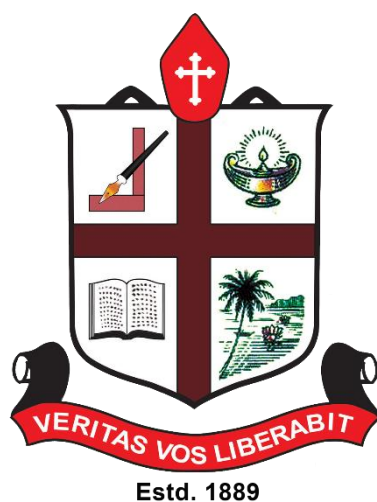


**ST. THOMAS COLLEGE (AUTONOMOUS),  
THRISSUR**

**IQAC ANNUAL REPORT 2021-2022**



**INTERNAL QUALITY ASSURANCE CELL**

**[stthomas.ac.in](http://stthomas.ac.in)**

**[iqac@stthomas.ac.in](mailto:iqac@stthomas.ac.in)**

## **INTERNAL QUALITY ASSURANCE CELL**

### **OBJECTIVE**

The primary aim of the IQAC is to develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.

### **VISION**

The Internal Quality Assurance Cell (IQAC), established in accordance to NAAC guidelines, aim to work towards quality sustenance and enhancement of the academic and administrative performance of the Institution.

### **MISSION**

- Developing a system for conscious, consistent and catalytic improvement in the performance of its principal stakeholders, that is staff and students of the Institution.
- Promoting innovative practices that continually improves the effectiveness of the learning experiences of students/staff.
- Upholding the goals of quality enhancement and sustenance towards organizing various activities and programmes on the Campus.
- Promoting a learner centric environment for students and staff that foster the mission and vision of the Institution.

### **FUNCTIONS**

- Development and application of quality benchmarks / parameters for the various academic and administrative activities of the institution.
- Dissemination of information on the various quality parameters of higher education.
- Organisation of workshops, seminars on quality related themes and promotion of quality circles.
- Documentation of the various programmes / activities leading to quality improvement.
- Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the quality parameters.
- Organising orientation programmes for the Staff and the Administrative Staff.
- Administering Feedback Mechanism for the College.

## **IQAC Composition**

Dr. Martin K. A., Principal (Chairman)

Dr. Anil George K. (Coordinator)

Dr. Anto Johny T, Vice Principal

Dr. Alphonsa Mathew., Vice Principal

Dr. E. D. John, Vice Principal

Mr. P. M. Joy

Dr. Paulson Mathew

Dr. Saju M. I.

Dr. C. S. Biju

Dr. V. M. Chacko

Ms. Geethu Elizabeth Thomas

Ms. Jilna John

Dr. Sajesh T. A.

Dr. Divya George

Dr. Sandhya Vincent Neelankavil

Dr. Johns Naduvath

Dr. (Fr.) Stishin K. Paul

Mr. Sanjo Jose

Mr. Anto P. J.

Mr. Thomas C. J.

Dr. Benny Joseph, CEO, Jubilee Mission Group (External Expert)

Dr. Jose Kannampuzha, Jyothi Engineering College, Thrissur (External Expert)

Ms. Pallavi Muraleedharan (Student Representative)

Ms. Soorya M. S. (Student Representative)

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## IQAC News 2021-2022

### NIRF Ranking 2022

St. Thomas College secured **63<sup>rd</sup> position** in the all-India National Level NIRF Ranking 2022, published by Ministry of Education. It is the fifth consecutive year the college finds a place among the best hundred colleges in India.



## IEDC Established

St. Thomas College (Autonomous), Thrissur, was sanctioned with a new Innovation and Entrepreneurship Development Centre (IEDC), by Kerala Startup Mission, as part of Youth Entrepreneurship Development Programme, on 02 November, 2022.

KERALA STARTUP MISSION

**Abstract**

Kerala Startup Mission – Establishment of new Innovation and Entrepreneurship Development Center - Sanctioned - Orders Issued

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KERALA STARTUP MISSION

KSUM/669/2021

Date: 02.11.2021  
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**ORDER**

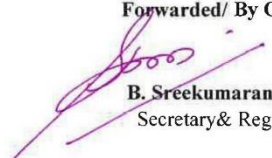
As part of the Youth Entrepreneurship Development Program, IEDCs are being established in the colleges having to promote technology based entrepreneurship among the students. Accordingly IEDCs are established in 283 colleges. The applications received for establishment of new IEDC are examined and sanction is accorded for establishment of new IEDC at the 58 institutions as detailed in the Annexure to this order.

Sanction is accorded for opening a bank account by each of the IEDCs exclusively for the purpose of the IEDC jointly by the Principals and Nodal Officer of the IEDCs of the institutions.

**John M Thomas**  
Chief Executive Officer

To:  
The Institutions concerned  
File No KSUM/420/2021-AM(Funding)

**Forwarded/ By Order**

  
**B. Sreekumaran Nair**  
Secretary & Registrar

## ARIIA Ranking – Performer Status

St. Thomas College, Thrissur, participated in Atal Ranking of Institutions on Innovation Achievements (ARIIA), conducted by Innovation Cell, government of India and Ministry of Education, Government of India. The college was recognized in the band 'PERFORMER' under the category "General (Non-Technical)" in ARIIA Ranking 2021, declared on 29 December, 2021.





## ISO Certification

DAS CERTIFICATION



### Quality Management System

#### Certificate of Approval

This is to certify that the QMS of  
**St. Thomas College (Autonomous)**  
 St.Thomas College Road, Thrissur - 680001, Kerala, India.  
 Has been assessed and found to meet the requirements of

#### ISO 9001:2015

This certificate is valid for the following scope of operations

Provide Excellent Administrative Support to the  
 Academic Process of the College

Authorised by:

Stan Wright  
 Director

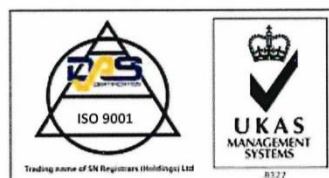
Date of Certificate Issue: 20 November 2021

Certificate Valid Until: 19 November 2024

Recertification audit before 20 October 2024. Certified since 20 November 2021.  
 This certificate is the property of SN Registrars (Holdings) Limited and remains valid  
 subject to satisfactory annual Surveillance audits.

**SN Registrars (Holdings) Limited**  
 Registration House, 22b Church Street,  
 Rushden, Northamptonshire,  
 NN10 9YT, UK  
 Tel: +44 (0) 1933 381859  
 Email: enquiries@dascertification.co.uk  
 Web: www.dascertification.co.uk  
 Company Number: 07659067

Certificate Number: DAS 48273128/47/Q Rev: 001



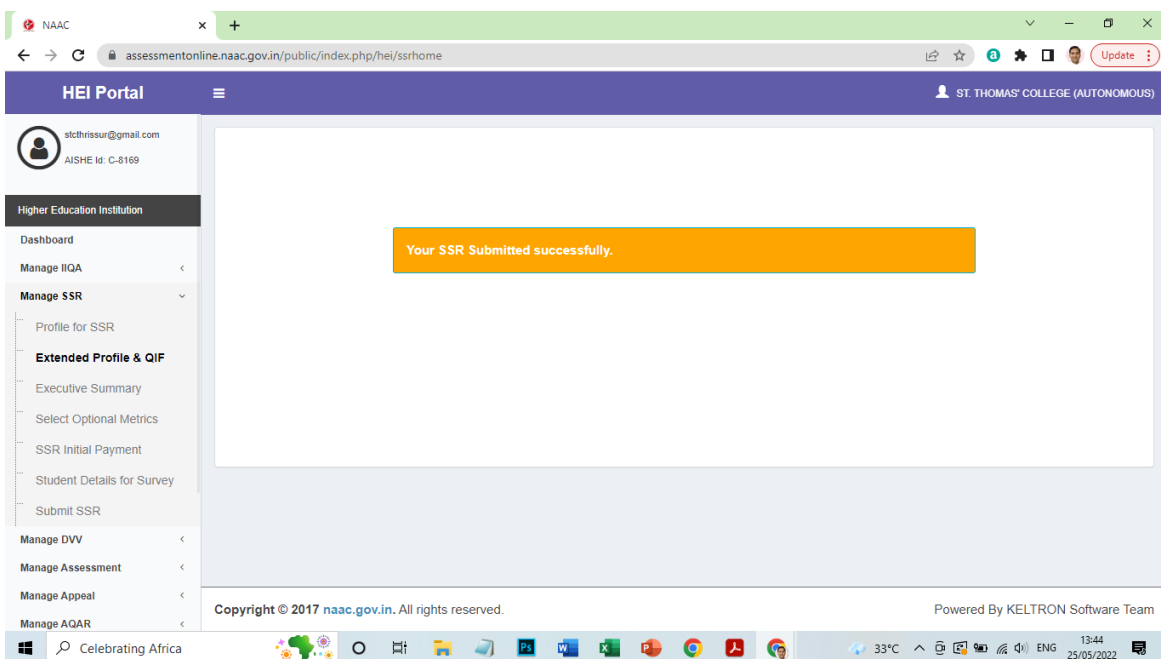
ISO Certification was issued to St. Thomas College (Autonomous), Thrissur, for the streamlined processes of the college office. Certification was awarded on 20 November, 2021, after necessary preparations and scrutiny.

## Innovation Ranking: 4 Stars



The college was ranked with 4 Stars by Ministry of Education and MoE's Innovation Cell for the activities taken up for innovations and Start-ups in January 2022.

## Self-Study Report Submitted: 4<sup>th</sup> Cycle NAAC Accreditation



The screenshot displays the NAAC HEI Portal interface. The browser address bar shows the URL: [assessmentonline.naac.gov.in/public/index.php/hei/ssrhome](https://assessmentonline.naac.gov.in/public/index.php/hei/ssrhome). The user is logged in as 'ST. THOMAS' COLLEGE (AUTONOMOUS)'. The left sidebar menu includes options like 'Dashboard', 'Manage IQA', 'Manage SSR', 'Profile for SSR', 'Extended Profile & QIF', 'Executive Summary', 'Select Optional Metrics', 'SSR Initial Payment', 'Student Details for Survey', 'Submit SSR', 'Manage DVV', 'Manage Assessment', 'Manage Appeal', and 'Manage AQAR'. The main content area features a prominent orange message box stating 'Your SSR Submitted successfully.'. The footer of the portal includes 'Copyright © 2017 naac.gov.in. All rights reserved.' and 'Powered By KELTRON Software Team'. The Windows taskbar at the bottom shows the date as 25/05/2022 and the time as 13:44.

## Quality Initiatives by IQAC

### Preparation of Academic Calendar

IQAC ensured timely preparation and release of college academic calendar for the year 2021-2022. Inputs and scheduling of various events were collected from Governing council, academic council, office of the Controller of Examinations, college council, principal, departments, cells and clubs. Dr. Thomas M.T., assistant professor, meticulously organized the preparation of calendar by streamlining the data collected from various stakeholders under the guidance of principal and IQAC. Academic Calendar took into consideration the curricular, co-curricular and extra-curricular activities in the College and the proposed examination schedules.

### Participation in NIRF Ranking 2022

In the light of previous years' experience, it was decided to optimize the participation in NIRF Ranking in such a way that a better rank could be obtained. Data was collected from the online tool EXaT, the online documentation system of the college. Institutional, departmental, faculty and student Data of 2020-2021 was enhanced exhaustively with the support of SQAC, DQAC and IQAC core team members. Data was streamlined and processed as per the proforma. Data was submitted after the due approval from the staff council and college council.

### **College Newsletters**

The eighth volume of Chronicle, the official college newsletter, was released in November 2020. Dr. Syam Sukhakar is the Editor of the volume. The initiative was supervised by Dr. CS Biju and Dr. Anil George K, IQAC Coordinator.

Besides, the online Daily Newsletter is being released every day through the college website, edited and published by Dr. Anu Paul, Assistant Professor, supported by the SQAC members.

### **Green, Energy and Environment Audit**

In pursuit of the commitment of the college towards green initiatives, IQAC initiated Green, Energy and Water Audits with the support of authorized external auditing agency during the academic year. The audit was jointly conducted by Integrated Rural Technology Centre (IRTC), a core granted supported institution of DST, Government of India and OTTOTRATIONS, Thiruvananthapuram, an accredited energy auditor from Kerala. Dr. Joby Paul, assistant professor, department of Botany, was the coordinator of the initiative. The audit reports and analysis were taken up for corrective and enhance measures by the institution.

## Certification

This is to certify that

The data collection has been carried out diligently and truthfully;  
All data monitoring devices are in good working condition and have been calibrated or certified by approved agencies authorised and no tampering of such devices has occurred;

All reasonable professional skill, care and diligence had been taken in preparing the energy audit report and the contents thereof are a true representation of the facts;

Adequate training provided to personnel involved in daily operations after implementation of recommendations; and

The green audit for the year 2020-21 has been carried out in accordance with the various rules and regulations in India.

This Certificate is issued to St Thomas College (Autonomous) on their request.

Dated this 19<sup>th</sup> day of June 2021.



SURESH BABU B V

ACCREDITED ENERGY AUDITOR (AEA 33)  
BUREAU OF ENERGY EFFICIENCY, GOVT OF INDIA



Empaneled Accredited Energy Auditor  
Bureau of Energy Efficiency  
AEA-33, Government of India.

Empaneled Energy Auditor  
Government of Kerala.  
EMCEEA-0211F, EMC - Kerala

SRL-A21 Sasthamangalam P.O  
Thiruvananthapuram, Kerala- 695010  
Ph: 9447068747, 9447621674  
otenergy@gmail.com,  
ottotractions@email.com  
www.ottotractions.com

### Quality initiative: ISO Certification

The initiatives and formalities for obtaining ISO certification were completed and ISO Certification was awarded to the college office, with the continuous effort of IQAC. It was decided to carry out ISO certification in two steps. In the first stage, the college office will be ISO-certified, followed by the ISO certification of the all aspects of the institution.

## Workshop for Parents

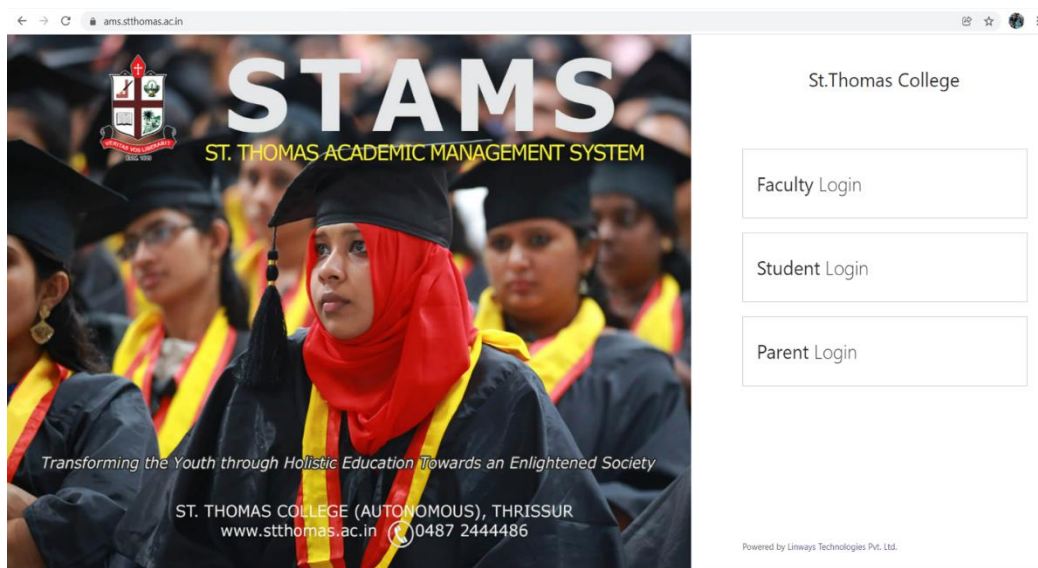
An online workshop cum seminar was organized for parents on 12 October, 2021 by IQAC on the topic 'Parenting the Youth'. Dr. Saju MI was the faculty coordinator of the event. Dr. Martin KA, Principal inaugurated the event. Ms. Villi Jijo delivered the lecture to the parents on parenting the new generation.

## Awareness Seminar on Social Equity

An awareness seminar on atrocities against women and children was organized on 28 October 2021 by Internal Complaints Committee and Department of Social Work at the recommendation of IQAC.

## e-Governance Initiatives

Admission was conducted completed online including personal interactions with the candidates and parents and payment of fees. Student Induction Programme was conducted online. Class PTAs, General PTA and Global Alumni Meets were organized online with the support of appropriate softwares. The ERP was updated with the newly recruited faculty, students and staff. Almost all seminars, conferences and training programmes were conducted online in the context of Covid.



Teaching-Learning Process was conducted in online mode with the support of Moodle online platform. Faculties created video lectures and posted it on the college YouTube channel for the benefit of the student fraternity at large. Feedbacking mechanism was done in online mode. Interactive Panels were installed at various seminar halls to facilitate online teaching-learning process. In order to implement Question Bank system under OBE paradigm, QnSmarti was employed under the office of Controller of Examinations.

### **Financial Support to organize Events**

IQAC supported academic departments, clubs and cells with financial incentives to organize events that would improve quality at various levels. Academic departments are supported to organize seminars, conferences, workshops and training programmes. Clubs and Cells are financially supported to organize skill development programmes.

### **Self-Appraisal of Faculty and PBAS**

IQAC initiated collection of Self-Appraisal of Faculty to be submitted to the manager for evaluation and enhancement of the faculty. Additionally, the Performance Based Appraisal System of the faculty for promotion scrutinized by IQAC and sent to the affiliating university.

### **SWOC Analysis and NAAC Report Analysis**

IQAC organized Strengths-Weaknesses-Opportunities-Challenges (SWOC) analysis of St. Thomas College (Autonomous), Thrissur, as a tool for quality improvement at academic and administrative level. The college council, management, IQAC and the faculty got involved in the SWOC process.

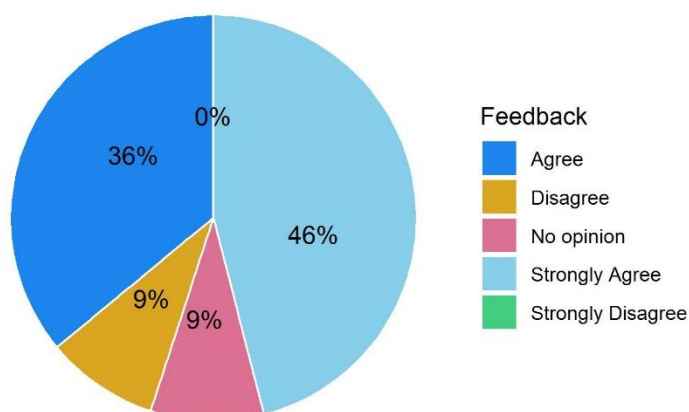
the NAAC Peer Team Report of 3<sup>rd</sup> Cycle was analyzed to take corrective measures. Infrastructural requirements were submitted to the management. Academic requirements were submitted to the principal.

### **Feedback Mechanism**

#### **Feedback on Curriculum**

Feedback on syllabus by the students, faculty, alumni and employers was collected which was given to the department of Statistics for analysis. The analysis reports were given to the academic Deans to be communicated to the respective Boards of Studies for further consideration.

### Awareness on the recent developments in the field is provided



Sample analysis graph from feedback on syllabus by employers

The analysis report was posted on the college website. Discussions regarding the recommendations and suggestions put forth by the stakeholders were taken up in the respective department councils and Boards of Studies based on the instructions given by IQAC. The proposed changes regarding the curriculum were discussed and ratified by the Board of studies and Academic Council. The summary and action taken report of the same was posted on the college website.

### Feedback on Teachers and Teaching

Feedback on teachers and teaching-learning process in the college was taken from students in online mode through college ERP. The input of the feedback was automatically processed by the online tool. The analysis of the feedback was evaluated and made available to the respective teachers for further improvement in the teaching learning process. Principal took corrective and enhancive measures with the individual teachers wherever necessary.

### Exit Survey from Outgoing Students

In view of bettering the academics, infrastructure, services and co-curricular ambience in the institution, an Exit survey was conducted among the out-going students. The survey consisted of two sections; the first enquires about the achievement of student learning outcomes and the second asks about satisfaction with various aspects and services of the college.

### Survey on Online Teaching-Learning Process

Survey on online classes was taken regularly and consistently from the teachers since June 2021 till November 2021, to ensure effective curriculum delivery in online mode in the context of Covid pandemic.



Feedback was taken from teachers on online teaching to perceive the challenges and hurdles faced by teachers during the Pandemic regarding teaching-learning process.

## Online Teaching-Learning at St. Thomas

### SWAYAM-NPTEL Chapter and N-List

**Member Colleges Status**

**Beneficiary Colleges** [Statewise College List](#)

All college covered under section 12B of UGC Act and Non Aided Colleges (except Agriculture, Engineering, Management, Medical, Pharmacy, dentistry and Nursing) are eligible to register for the N-LIST Programme and get access to e-Resources subscribed under N-LIST.

|                               |                             |                                  |                                 |                                     |                                      |
|-------------------------------|-----------------------------|----------------------------------|---------------------------------|-------------------------------------|--------------------------------------|
| <b>3474</b><br>Total Colleges | <b>3240</b><br>12B Colleges | <b>234</b><br>Non-aided Colleges | <b>2252</b><br>Science Colleges | <b>974</b><br>Not Eligible Colleges | <b>2873</b><br>Eligible, Not Renewed |
|-------------------------------|-----------------------------|----------------------------------|---------------------------------|-------------------------------------|--------------------------------------|

**Total Colleges Registered @ N-LIST**

Search: None A B C D E F G H I J K L M N O P Q R S T U V W X Y Z      Search:

**St. Thomas' College** [University of Calicut]  
 Address: Thrissur, Kerala - 680001. [More Details]  
 Status: 12B [Access Enabled]  
 Registered on: 2009-09-09  
 Verified on: 2010-03-17

Showing 1 to 1 of 1 entries (filtered from 3,474 total entries)      Previous  Next

St. Thomas College is an active Local Chapter of Swayam-NPTEL Chapter. Several students and faculties of the college successfully completed multiple online courses in the platform.

## Outcome Attainment Analysis under OBE Scheme

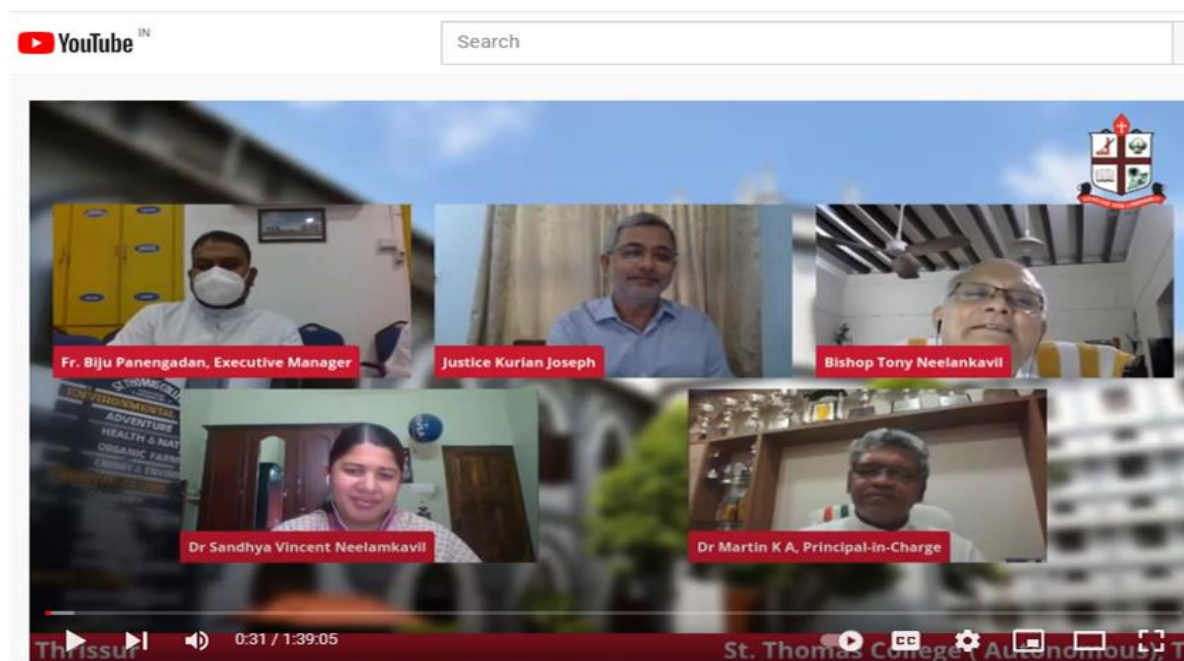
In continuation of the implementation of Outcome-Based Education at St. Thomas College, the attainment of outcomes was assessed for the batches and students who passed out in April, 2022. From the assessment of Course Outcomes, attainment of Programme Outcomes and Programme Specific Outcomes was calculated. The analysis reports were made available to all departments by IQAC.

## Faculty Development Programmes

### Faculty Orientation Programme

IQAC organized a faculty orientation programme entitled 'Responsible Citizens and Inspiring Teachers; A Professional Development Programme', on 01 June 2021. Justice Kurian Joseph (Retd), Judge, Supreme Court of India, was the resource person. Mar Tony Neelankavil, the manager, delivered the welcome address. Fr. Biju Panengadan, the

executive manager, addressed the faculty. Dr. Martin KA, delivered the presidential address, followed by the resourceful session by the chief guest. Dr. Alphonsa Mathew, vice principal proposed vote of thanks.



### Research, Consultancy and Start-up: How to go about it?

The research council, IQAC and Innovation Cell jointly organised a webinar and training session entitled 'Research, Consultancy and Startup: How to go about it?' at 11.30 am on 16th June 2021 for the faculty and research scholars of our college.

Dr. Joseph Kuruvilla, principal scientist, Indian Institute of Space Science and Technology, was the resource person for the event. Dr. Martin KA, Principal, presided over the inaugural session.

### Online Teaching-Learning: Training Programme

IQAC in collaboration the technical team of the college organized a one-week long hands-on training for the faculty of St. Thomas College, Thrissur, on advanced features available in MOODLE to make teaching learning process more efficient, interactive and fruitful. The training was scheduled from 12-16 July 2021. Certificates were issued by IQAC to the participants on successful completion of the training. Dr. Johns Naduvath, Ms. Rameela Ravindran and Mr. Ashbin Mathew handled the sessions.

In addition, Kerala State Higher Education Council, Government of Kerala, recruited Dr. Johns Naduvath, Department of Physics, as an expert resource person to train the faculty across Kerala in Moodle.

## **Online/Face-to-Face Faculty Development Programmes**

Faculty members of the college attended several orientations programmes, refresher programmes, training programmes, short term programmes and other faculty development programmes organized by HRDCs, online platforms, Teaching-Learning centres recognized by UGC in online/offline mode. A total of 103 teachers attended such faculty development programmes during the academic year.

## **Webinar for the Non-Teaching Staff**

An online awareness workshop on Code of Conduct was organized on 17 August 2021 for the administrative and laboratory staff. The session was handled by Dr. Alphonsa Mathew, Vice Principal and Dr. Martin KA, Principal. The event was organized by IQAC and was coordinated by Mr. Anto PJ and Mr. Sanjo Jose.

An Administrative Training Programme was organized for the non-teaching staff on 'Hands-on Workshop in Front Office' on 20 November 2021, in collaboration with NIMIT, Koratty.

## **Accreditation Initiatives**

### **NAAC Data External Evaluation**

External review of data to be submitted for the forthcoming 4<sup>th</sup> Cycle Accreditation was organized on 10 September 2021. Dr. Sudheer, PVC, Kerala Open University, was the external expert for the exercise. A total of 30 members closely working with the IQAC participated in the workshop. Dr. Martin KA, Principal, Fr. Biju Panengadan, Executive Manager, Dr. Alphonsa Mathew, Vice-Principal, IQAC Coordinator, Criteria Coordinators, and criteria team members were present during the event. Dr. Sudheer delivered the orientation talk for one hour, followed by the evaluation of data prepared. Dr. Saju MI, NAAC Coordinator, proposed vote of thanks.

### **IQAC-Department Interface Meetings**

IQAC organized meetings with each department as part of preparation for forthcoming 4<sup>th</sup> Cycle NAAC Accreditation during the academic year. A team comprising of IQAC Coordinator, criteria coordinators and senior faculty members visited departments in teams and assessed faculty diary, mentor-mentee register and other documents. IQAC office verified the online departmental documentation and documentation by the faculty.

### **Mentee College Accredited**

IQAC of St. Thomas College (Autonomous), Thrissur, mentored six colleges under UGC Paramarsh Scheme. The mentee colleges are going through various stages of accreditation process. Jubilee College of Nursing, Thrissur, and Amala College of Nursing and Sreepathy Institute of Management and Technology (SIMAT), Vavannoor submitted Self Study

Report. And peer team visit held SIMAT, Vavannoor and the college was accredited with B++ Grade with Grade Point 2.94. SIMAT is the first mentee college that was accredited through the constant mentoring of St. Thomas College, Thrissur.



## Student Enrichment Programmes

### Student Orientation Programme

Student Orientation Programmes were organized online in the first week of June 2021 for all second year and third year students. Orientation for second- and third-year Undergraduate students was organized on 2 June 2021. Orientation and career guidance session was provided to the final year postgraduate students on 3 June 2021. Dr. Prashanth CMI, former Principal, SH College, Thevara, was the resource person for both the events.

### Value-added Courses

St. Thomas College, Thrissur, introduced number of value-added courses for the skill development and employability of students. All first-year undergraduate students were expected to subscribe to at least one value-added course during the academic year. Courses were organized in blended mode. Dr. Sr. Alphonsa Mathew, vice principal, was the

coordinator of the value-added courses. Certificates were issued to students who successfully completed the courses.

### **Student Induction Programme**

Student Induction Programme was organized for the first-year undergraduate students for one week from 4 to 8 October 2021. Mar Tony Neelankavil, the Manager, inaugurated and addressed the students and parents online. Dr. Martin KA, Principal, delivered the presidential address. Dr. Anil George K, IQAC Coordinator, handled a session on Vision, Mission and Code of Conduct. The student induction programme lasted for 5 days. Various sessions were handled to introduce the college and the student support systems. At the end of the programme, a baseline test was conducted to identify the slow learners and advanced learners so that they can be appropriately mentored

### **Research and Innovation**

#### **Research Awards to Faculty**

It was decided to grant Research Awards to distinguished researchers in the college. Research Council in collaboration with IQAC set benchmarks and criteria to identify the deserving faculty and research scholars who excelled in research. Dr. Alphonsa Mathew, assistant professor and research guide, was awarded the lifetime best researcher award. Awards were also distributed at the department level for research scholars and faculty who excelled in research.

#### **Seed Money for Research**

IQAC recommended research promotion initiatives. Important among them was availing of seed money to the budding researchers. More than 20 faculty were provided with Rs. 25,000/- each as a support the research work under the condition that specific research outcomes are to be showcased including publication of at least one research paper in indexed journals.

#### **Innovation Ambassadors**

Faculty of the college underwent Innovation Ambassador training conducted by the Ministry of Education's Innovation Cell and AICTE for one month duration. Four of the faculty qualified Innovation Ambassador at foundational level and two of them qualified Advanced Level.



## Patents

Mr. Joby Sebastian, Department of Physics, made new patent file application for new innovative research finding. The research work is a collaborative work among researchers from 5 different institutions.

### Faculties newly Qualified with PhD

Six faculty members of the college newly qualified Ph. D degree during 2021-2022. The following are the faculty members:



Dr. Divya George (Commerce)



Dr. Sandheep Ponnampully (Forensic Science)



Dr. Reeja Johnson (Chemistry)



Dr. Jisha Joseph (Chemistry)



Dr. Swetha Thomas (Criminology)



Dr. C.S. Biju (Media)  
(2<sup>nd</sup> Ph.D )



Dr. Martin KA  
Principal

Dr. Anil George K  
IQAC Coordinator