



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		ST. THOMAS COLLEGE (AUTONOMOUS), THRISSUR
• Name of the Head of the institution	Martin K. A.	
• Designation	Principal-in-charge	
• Does the institution function from its own campus?	Yes	
• Phone No. of the Principal	04872420435	
• Alternate phone No.	04872420435	
• Mobile No. (Principal)	9495852640	
• Registered e-mail ID (Principal)	stcthrissur@gmail.com	
• Address	St. Thomas College (Autonomous), Thrissur - 1	
• City/Town	Thrissur	
• State/UT	Kerala	
• Pin Code	680001	
2.Institutional status		
• Autonomous Status (Provide the date of conferment of Autonomy)	19/06/2014	
• Type of Institution	Co-education	
• Location	Urban	

• Financial Status	Grants-in aid				
• Name of the IQAC Co-ordinator/Director	Anil George K				
• Phone No.	04872334430				
• Mobile No:	9447518665				
• IQAC e-mail ID	anilgeorgek@stthomas.ac.in				
3. Website address (Web link of the AQAR (Previous Academic Year))	https://stthomas.ac.in/aqar-reports/				
4. Was the Academic Calendar prepared for that year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://stthomas.ac.in/academic-calender/				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	A	3.40	2016	16/12/2016	15/12/2021
Cycle 2	A	3.58	2011	08/01/2011	07/01/2016
Cycle 1	B++	Nil	2004	16/02/2004	15/02/2009
6. Date of Establishment of IQAC	08/06/2004				
7. Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?					

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Institution	SESREC Institution	MHRD	27/05/2016	0
Institution	PARAMARSH	UGC	28/11/2019	2632000
Institution	RUSA	UGC	27/05/2019	20000000
Institution	STAR Scheme	DBT	29/02/2020	8200000
Institution	Innovation Mentor College	MHRD	28/09/2021	0
Institution	CPE	UGC	27/05/2016	15000000
Institution	DST FIST	DST	01/01/2017	8500000
Institution	UBA	UGC	29/10/2018	50000

8. Provide details regarding the composition of the IQAC:

<ul style="list-style-type: none"> Upload the latest notification regarding the composition of the IQAC by the HEI 	No File Uploaded	
9.No. of IQAC meetings held during the year	6	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions taken 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.Did IQAC receive funding from any 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)

Quality Audits	
Assessment of Attainment of Outcomes in Outcome Based Education paradigm	
Faculty Development Programmes	
Collection and Analysis of Feedback on syllabus from Students, Faculty, Alumni and Industry	
Collection and Analysis of Feedback on Teachers and Teaching by Students	
Organizing Student Induction Programme	
Research Awards were instituted at the recommendation of IQAC	
Initiatives for enhancing online teaching-learning initiated. ICT facilities were enhancing including interactive boards and creation of e-Contents	
College obtained 64th Rank in NIRF India Ranking 2021. College was ranked 4.5 Stars in Innovation by Ministry of Education	
12. Plan of action chalked out by IQAC at 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
Enhancing Online Teaching-Learning	All faculty were trained with online teaching and e-content generation
Research enhanceive initiatives	Number of publications and PhD awarded increased
Recommended to institute Research Awards	Research Awards were awarded
Quality enhancement Initiatives	64th Rank in NIRF India Ranking 2021 and 4.5 Stars for Innovation by MoE
Departmental Visits by IQAC	Internal academic audit was completed
13. Was the AQAR placed before the statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	

Name of the statutory body	Date of meeting(s)
College Council	24/08/2022
14. Was the institutional data submitted to AISHE ?	Yes
<ul style="list-style-type: none"> Year 	
Year	Date of Submission
31/03/2021	20/02/2022
15. Multidisciplinary / interdisciplinary	
<p>St. Thomas College (Autonomous), Thrissur is well-equipped to implement NEP regulations in its curriculum. The teaching learning pedagogy adopted in this institution ensures amalgamation of intellectual, scientific, emotional, social and cultural development among its students. Apart from the regular credit-based courses, all the students at graduation level complete 4 audit courses, each on environmental studies, disaster management, intellectual property rights and gender studies.</p> <p>Students are also allowed to select elective papers from any discipline (in their final year) of their choice and a number of value-added courses are being offered to students. Multidisciplinary programmes like B.A. in Criminology and Police Science, Vocational Programmes (B.Voc. Data Science and B.Voc. Forensic Science) and seminars/ workshops/ training programs have been introduced which enables the integration of humanities and science with STEM. Social service activities mediated by NSS, NCC, relevant clubs and committees in the college play a pivotal role in sensitizing students towards environmental, social and health issues.</p> <p>The institution is looking forward to offer a multidisciplinary flexible curriculum that enables multiple entry and exits. Collaborative research projects involving staff, students, government agencies, NGOs and different departments are being undertaken to address the issues and challenges faced by the society. These initiatives foster the capacity building of the youth into responsible citizens.</p>	
16. Academic bank of credits (ABC):	

The institution is eagerly awaiting to register under the ABC to permit its learners to avail the benefit of multiple entries and exit during the chosen programme, and to enable credit transfer. These initiatives would be highly beneficial to slow learners and provide flexibility to students to learn as per their ability and convenience. The proviso for the same would be implemented as per the directives of the state government and University of Calicut. The institution has MoU with several other institutions for collaborative ventures and it is looking forward towards internationalization of education and joint degrees between Indian and foreign institutions.

Faculty members are actively engaged in designing their own curricular and pedagogical approaches within the approved framework through Learning Management System. Students are encouraged to enrol and successfully complete courses through online platforms such as Swayam, Coursera etc. to enrich their learning experience. Currently, they can earn extra credits through activities such as NSS, NCC, sports and fine arts.

17.Skill development:

St. Thomas College, Thrissur, focusses on skill development that enables students to acquire desired competency levels. The college has implemented a curriculum and syllabus in the paradigm of Outcome Based Education, which focusses on skill development and outcomes of learning. The college has a dedicated centre, namely, Additional Skill Acquisition Programme (ASAP) centre, supported by the government of Kerala, which offers skill training to the selected students. In addition, the institution provides capacity building programmes and skill inculcation training programmes to all final year Undergraduate and Postgraduate students under the guidance of Placement and Career Counselling Cell.

All first-year undergraduate students are offered with number of value-added courses based on skills for the skill development of the students. The value-added courses include Communication Skills, Foreign Languages (English, French, Spanish, German, Italian, Syriac, Chinese), Bank Coaching, CMA, ACCA, Diploma in Computer Application, Accounting and Tax Practice, Fashion Designing, Graphic Designing, Jewellery Designing, Internet of Things and Robotics, App Development Course, Python and R Programming, Artificial Intelligence and Machine Learning. Skill oriented Value-added courses are offered in online and offline mode. The community college of the institution offers several diploma courses for the skill development at various levels. In addition, the college offers

two vocational programmes, namely, B.Voc in Data Science and B.Voc in Forensic Science. The undergraduate programme in Criminology and Police Science offered by the college is a specialized programme for skill development.

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

The College was established during pre-independence era and it still upholds the value of Indian Knowledge system, Indian culture and heritage. The institute commemorates Hindi Divas, Mother tongue day, Kerala Piravi, Tourism Day and Yoga Day as an act of reverence towards Indian languages and culture. Faculty members are encouraged to provide the classroom delivery in bilingual mode (English and vernacular language i.e., Malayalam) as students tend to understand better if taught in their mother tongue. The graduate students are allowed to study either Hindi, Sanskrit or Malayalam as per their choice during the first two years of the bachelor's program. The promotion of Indian languages, arts and traditions is also facilitated through competitions organized during the annual fine arts festival. Competitions such as essay writing, poetry, speech competition, folk song, folk dance and skit encourage students to stay connected with their rich Indian culture and heritage.

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

Outcome-Based Education (OBE) is a pedagogical model that entails the restructuring of curriculum, pedagogy and assessment practices to reflect the achievement of high-order learning, as opposed to a mere accumulation of course credits. While the traditional education system focuses on what is taught, OBE places emphasis on what is learned, which is a student-centric model. IQAC organized multiple faculty development programmes on Outcome based Education (OBE) in collaboration with Kerala State Higher Education Council, Thiruvananthapuram. All the faculties of the college were trained in OBE. Based on the training, all courses were designed under OBE paradigm with Program Outcomes (PO), Program Specific Outcomes (PSO) and Course Outcomes (CO) specified. The integration of OBE in curriculum has been introduced in 2019.

During the student induction program, the students are given an orientation on Outcome Based Education paradigm; and the Program Outcomes are explained to the students. The curriculum clearly states Program Outcomes (PO), Program Specific Outcomes (PSO) and Course Outcomes (CO) and teaching-learning pedagogy adapted at the institute ensures implementation of OBE to transform the youth into responsible citizens. The outcomes have been articulated in the

college website. Every faculty explains the course outcomes of each course before the commencement of the same. The integration of OBE in Question Bank was introduced in 2020 and a notable initiative was the preparation of question bank based on bloom's taxonomy. It enables the assessment of the students at cognitive levels namely remembering, understanding, applying, analyzing, evaluating and creating.

20.Distance education/online education:

Online education provides ample flexibility to students to learn and explore as per their requirements at their pace. St. Thomas College (Autonomous), Thrissur has an active LMS portal namely STAMS and a Moodle learning platform called St. Thomas E-Learning Platform (STEP). It proved to be a versatile tool particularly during the Covid pandemic as it enabled conduct of online classes, management of attendance, submission of assignments, webinars, training programs, fine arts festival and even commemorate important days and events. During the pandemic, most of the classes were conducted online and faculty members and students have gained experience on working with digital tools such as Moodle, OBS (Open Broadcaster Software), Google Tools, Online Whiteboards, YouTube to develop and deliver e-content, short videos, interactive power point presentations and other online content. In addition, PG Certificate Programme in Information Studies has also been offered online by Department of Library and Information Studies. With offline classes being pursued at present, the faculty and students at the institute are looking forward towards blended learning as it integrates the learning experience with a humane aspect. Therefore, the students can gain from the benefit of online teaching along with face-to-face interaction with tutor and fellow pupils. Students are also encouraged to engage in courses offered by online portals such as Swayam, Coursera etc. to widen their sphere of knowledge and understanding and sharpen their skills. The college is an active Local Chapter of NPTEL courses.

Extended Profile

1.Programme

1.1 38

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student2.1 3256

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2 1039

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3 3205

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic3.1 731

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2 164

Number of full-time teachers during the year:

Extended Profile	
1.Programme	
1.1 Number of programmes offered during the year:	38
File Description	Documents
Institutional Data in Prescribed Format	View File
2.Student	
2.1 Total number of students during the year:	3256
File Description	Documents
Institutional data in Prescribed format	View File
2.2 Number of outgoing / final year students during the year:	1039
File Description	Documents
Institutional Data in Prescribed Format	View File
2.3 Number of students who appeared for the examinations conducted by the institution during the year:	3205
File Description	Documents
Institutional Data in Prescribed Format	View File
3.Academic	
3.1 Number of courses in all programmes during the year:	731
File Description	Documents
Institutional Data in Prescribed Format	View File

3.2	164
Number of full-time teachers during the year:	
File Description	Documents
Institutional Data in Prescribed Format	View File
3.3	164
Number of sanctioned posts for the year:	
4.Institution	
4.1	403
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	110
Total number of Classrooms and Seminar halls	
4.3	435
Total number of computers on campus for academic purposes	
4.4	656.75
Total expenditure, excluding salary, during the year (INR in Lakhs):	

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

St. Thomas College has always been sensitive to respond positively in developing and implementing its curricula relevant to local, national, regional as well as global developmental needs, in the true spirit of its vision and mission.

- Through Student Projects, Field works, Internships and collaborative surveys, acquired knowledge is transferred to

and refined from local needs

- Compulsory Social Service mandated for degree students in the curriculum, facilitates community development and fosters social responsibility
- Innovative programmes in Integrated Psychology - introduced assessing the need of industry and society with a global perspective
- Communicative English for all, through common/open courses and value-added courses in six foreign languages introduced to address global developmental needs
- Advanced learning encouraged through mandatory Interdisciplinary Open Courses, Internships, Value Added Courses and Online Courses through Swayam and Coursera

The Curricula enable acquisition of deeper knowledge at specialized areas of interest, develop character, ethical and constitutional values, intellectual curiosity, scientific temper, creativity, and spirit of service proposed in NEP 2020. Alignment of PO-PSO-CO framework depicts the level of attainment of knowledge acquisition and skill development in students.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	http://iqac.stthomas.ac.in:8001/1-1-1-curr-iculum-relevance/

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

12

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	View File

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

731

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

136

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

38

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

St. Thomas College envisions the transformation of youth towards

an enlightened society made possible through the conscious efforts of integrating cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the curriculum.

Development of socially responsible and ethical behaviour has been stated in the Programme/Course Outcomes of curriculum. Several courses in the syllabus and selected value added courses specifically address professional ethics and ethical issues in the respective disciplines. PG programmes have compulsory audit course on Professional Competency. Plagiarism Report is mandated for PG Project Reports.

Several courses in the curriculum directly focus on Gender sensitization and Gender related issues. Common courses in Languages, Gender Studies, Voices of Women are some which have thrust area on gender sensitization. Audit course for UG programmes on Gender studies with four credits is mandatory.

A compulsory social service programme; courses in Psychology and Languages; and mandatory audit courses on Gerontology, Disaster Management and Intellectual Property Rights are included for all UG programmes to inculcate Human Values.

The curriculum has courses across all programmes with topics related to environment studies and mandatory audit courses on Environment Studies and Disaster Management.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

49

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

2611

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

2670

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni **A. All 4 of the above**

File Description	Documents
Provide the URL for stakeholders' feedback report	https://stthomas.ac.in/feedback/
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://stthomas.ac.in/feedback/
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

1328

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

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

325

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 students' learning levels and organises special programmes for both slow and advanced learners.

The college has put in place an effective mechanism to assess the learning levels of the students, and thereafter, to organize specific programmes for advanced learners and slow learners.

During Student Induction Programme post-admission, the freshers are oriented on the importance of assessment of learning levels,

apart from orientation towards college curricula, various curricular, co-curricular and extra-curricular activities of the college, learning opportunities available in the campus, available facilities and infrastructure.

The classification of students on learning levels is based on the marks scored in the entry level assessment test. Based on the marks secured, students are classified as slow, advance and medium learners. The college has introduced psycho-metric tests as an additional tool to assess the multiple intelligence of the students.

Various programmes designed for advanced learners and slow learners : Programmes for Advanced Learners

- Walk With a Scholar (WWS) Programme.
- NPTEL/SWAYAM Local Chapter.
- Coursera Online.
- Participation in Hackathons.
- Internships in industry and research labs.
- Research oriented Project works.
- Finishing School.

- Programmes for Slow Learners
 - Scholar Support Programme.
 - Remedial Coaching.
- Programmes for All Students including Medium Learners
 - Induction Programmes
 - Career Guidance and Counselling.
 - UGC NET /JAM Coaching Cell.
 - Additional Skills Acquisition Programme (ASAP).
 - Over 40 Value Added Courses.
 - Mentoring Programme.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://iqac.stthomas.ac.in:8001/2-2-1-special-programmes-for-advanced-learners/

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/03/2021	3256	164

File Description	Documents
Upload 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:

Learning at St. Thomas College has been made more and more student-centric by introducing innovative and interactive learning tools and methods which constitute experiential learning, participative learning and problem-solving methodologies. The advantage of student-centered learning is apparent where learning is joy, learning is engaging and adapted to a student's needs and interests, resulting in enhanced memorization and catering to individual learning goals. Institution's collaborations, opportunities for internships and innovations, well-equipped labs, extensive ICT infrastructure, engagement with the society and various student-platforms to express are all synergized towards student-centric learning. Different student centric methods commonly used are given below.

Experiential Learning:

- Educational field trips and industry visits.
- Student Internships at institutions and industry.
- Student teaching and Seminars
- Innovation Festival.
- Volunteering through palliative care
- Drama, Art, Theatre.
- Radio Mist, the student-run community radio of the college.
- Making of Documentaries and Short Films by students
- Publication of articles and books by students.
- Extension activities in the college are aimed service learning.

Participative Learning:

- Interdisciplinary projects.
- Exhibitions and Demos conducted by students.
- Hands on Workshops and laboratory Experiments.

- Group discussions and peer learning.
- Webinars
- Flipped classroom
- MOOC/ Coursera Courses

Problem Solving Methods:

- Project based learning
- Quiz
- Learning through games
- Assignments
- Participation in Hackathons.

File Description	Documents
Upload any additional information	View File
Link for additional Information	http://iqac.stthomas.ac.in:8001/2-3-1-student-centric-methods/

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

The College is adequately and sufficiently equipped with ICT infrastructure to enable all teachers to utilise the newest technological developments in the field of Information and Computer Technology.

ICT-enabled Infrastructure

- The campus premises are WiFi-enabled.
- Majority of the classrooms are ICT enabled.
- The college has a well-equipped media centre with shooting floors, audio recording studio.
- Interactive panels have been set up at multiple locations to support interactive ICT-enabled teaching.
- Moodle, an opensource learning platform, is the official learning platform of the college which is used for various academic purposes.
- IQAC took measures to equip teachers ICT-friendly by organizing training in and workshops on Moodle.

Other ICT-focussed Initiatives

- The institution has its own St. Thomas Academic Management System (STAMS) utilized by the teaching faculty.
- Teachers also use ICT-based tools like Mentimeter, Google Classroom, Kahoot!, Google tools, OBS and H5P to create interactions during video lectures, etc.
- The College has its YouTube Channel to broadcast video lectures prepared by faculty members and conduct online webinars and workshops.
- Other than Moodle and STAMS, the college has purchased/subscribed online tools like Streamyard, Microsoft Teams for academic content delivery.

Digital Library

- The digital library of the college avails online content to the college community.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://stthomas.ac.in/online-learning-resources/
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

163

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The Academic Calendar is prepared by the calendar committee taking into account the annual plans prepared by the academic departments, IQAC and the office of the CoE.

Preparation of Academic Calendar

- Since all important events of the college are in line with the academic calendar, the calendar committee gathers details and schedules as given:
 - Planned common programmes to be conducted, from the IQAC;
 - Schedule of examinations from the office of the CoE;
 - Department level activities from the respective HODs.
 - Proposed activities from the various club coordinators, NCC, NSS etc.;
 - Planned sports, arts, cultural and other student activities from the Students Union.
- Once ratified by the College Council, the hard copies of the Academic Calendar are issued to the students and staff.
- The College Council monitors the adherence to the Academic Calendar from time to time.

Teaching Plans:

- Course and work allotment to members of the faculty is decided at the department meeting. Based on this, the teaching plan for each course is prepared by the respective faculty in advance. This includes topics to be covered, mode of, mode of internal assessment etc. HOD reviews the progress of the teaching plans from time to time.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

164

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	View File

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

71

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

1254

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

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

12

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

120

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

St Thomas College has taken numerous steps to reform the examination procedures and processes and integrate Information Technology into the evaluation system. IT integration into question paper setting, Automation of examination registration, auto generation of Hall Tickets, IT integration of Internal Assessment Process, IT integration into valuation camp, Publication of Results and Mark list generation are some of the reforms that have improved the College's Examination Management efficacy through the Academic Management System of the college.

- St. Thomas Academic Management System (STAMS), the academic management system of the College, is the single-portal solution to the multiple examination related requirements in the college. Students can apply for examinations only through STAMS.
- 'QnSmarti', an exclusive software to create a question bank repository and to generate question papers automatically in a predefined pattern, has effectively been implemented.
- Incorporation of Outcome Based Education paradigm into the question papers has been automated using QnSmarti.
- Teachers can securely log in STAMS and enter marks of the

various components of Continuous Internal Assessment namely CIA tests, class room participation, assignment, seminar, quiz, internship, case study, etc

- The valuation camp is IT-integrated with STAMS and marksheets are generated in the system which the respective chairman can validate online.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://stthomas.ac.in/the-controller-of-examinations/

2.6 - Student Performance and Learning Outcomes

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

St. Thomas College, Thrissur, in its one of the latest revisions, incorporated Outcome-based education (OBE) paradigm into its curriculum and syllabi, after having organized several training programs and workshops for the faculty and members of Boards of Studies.

OBE ensures that educational activities focus on Learning, based on achievable and measurable outcomes. The number of training programs, workshops, and internal deliberations on OBE for the faculty and involvement of employers, alumni and academic experts helped the institution define the POs, PSOs and COs for respective programmes and courses.

- The Vision, Mission, POs, PSOs and COs are communicated to the faculty members through Printed syllabus, College Manual, Academic management System and College website.
- These are communicated to the students, through the College Academic Calendar, College website and through the Department Notice Boards. Soft copies of syllabus with PSOs and COs are shared with the students through Moodle. During the Students Induction Programme for the freshers POs, vision, mission and core values of the college are exposed to the new comers extensively in detail. Teachers who handle various courses explain course outcomes and relate such outcomes to POs and PSOs while introducing the course at the beginning of a semester.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://stthomas.ac.in/program-outcomes/

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

Attainment of Programme Outcomes (PO) and Programme Specific Outcomes (PSO) are to be computed with methods and precision. Attainment of OBE is examined based on Direct and indirect Assessment methods. Direct method consists of Continuous Internal Tests, End Semester examination and The Third component, which is constituted by other methods of evaluation while the indirect assessment is based on the exit survey.

The Following steps are involved in the direct method:

- Map COs to PSOs and POs
- Compute the average scores of mapped COs for each PSO and PO.
- Convert the resulting value to 100 and take 75% of it as the contribution from direct method.
- Compute the scores corresponding to PSOs and POs from exit survey report.
- Convert the resulting value to 100 and take 25% of it as the contribution from indirect method.
- Resulting sum of the scores from direct method and indirect method will give the overall scores of PSOs and POs.
- The levels of attainment are set as: High (76-100), Moderate (51-75) and Low (0-50).

The level of attainment is periodically reviewed and updated by incorporating the previous year's result. The results are analysed department-wise and corrective measures are taken if necessary.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	http://igac.stthomas.ac.in:8001/2-6-2-attachment-of-po-and-co/

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

934

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	http://igac.stthomas.ac.in:8001/wp-content/uploads/2022/02/COE-Annual-report-2020-21.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://stthomas.ac.in/students-satisfaction-survey/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The college offers doctoral degree in 10 disciplines under University of Calicut. The revised Research Policy of the College comprising the Research Promotion Policy; Plagiarism Check Policy, Research Ethics Policy, Research Consultancy Policy and Santhome Research Grant Policy and College Research Regulations govern all processes starting from admission to submission of thesis

(<https://stthomas.ac.in/research-regulations/>). are uploaded in the college website.

The Dean of Research (DOR), Research Council, Research Advisory Committees, and Ethics Committee and Academic Integrity Panel are the offices and bodies governing research activities. Santhome Research Awards (for Best Research Scholar, Faculty and Best Research Paper Award in each discipline and one overall award) are presented annually.

Santhome Research Grants (Seed Money) provides monetary assistance for research. Patent Application Fee of Researchers is paid by the College. Research Facilities well equipped research laboratories with advanced equipment, digitized library and softwares to assist research include plagiarism checking softwares. Annual Research Scholars' Meet was held online and offline.

Milestones and Outcomes

Computer Science was recognized as a research centre.

100 indexed Research articles in Scopus/Web of Science and 35 books/chapters in edited volumes/books.

59 Seminars/Workshops/Endowment/Invited Lectures were conducted on Research/IPR/Consultancy.

File Description	Documents
Upload the Minutes of the Governing Council/Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://stthomas.ac.in/policy-documents/
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

10.603

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	View File
Any additional information	View File

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

1

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0.2

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

2

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	http://iqac.stthomas.ac.in:8001/3-2-2-research-projects/
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

39

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

1

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://kscste.kerala.gov.in/
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The college has a vibrant ecosystem for innovations, creation and transfer of knowledge.

Dedicated centres for research

The college has ten Research Centres (Botany, Chemistry, Computer Science, Commerce, Economics, English, Mathematics, Physics, Statistics, Zoology)

Entrepreneurship and Innovation

The ED Club established in 2010 organises training programmes, seminars, workshops and festival fairs to promote entrepreneurship.

Well established Startup and Innovation Cell

59 Workshops/Seminars on Research Methodology, Intellectual Property Rights (IPR), entrepreneurship, Innovation Festival were organized in the college to encourage innovation.

Incubation and StartUp

The St. Thomas Incubation Centre (STIC) and IIC have organized interactions with entrepreneurs, investors, professional with the objective of helping students establish their business and solving problems associated with it. The number of students participating in Hackathons, Agrihackathons and Ideathons have increased due to the collective efforts of these entities.

St. Thomas Incubation Centre (STIC) has four initiatives

Awarded 4 stars for Innovation by Ministry of Education

Chosen as Mentor Institute for Innovation under the Mentor-Mentee Program of IIC.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://igac.stthomas.ac.in:8001/3-3-1-creation-of-ecosystem-for-research-and-innovations/

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

59

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

13

File Description	Documents
URL to the research page on HEI website	https://stthomas.ac.in/about-research-council/
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website

during the year

100

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

35

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://iqac.stthomas.ac.in:8001/wp-content/uploads/2022/05/3.4.4-latest.pdf

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed**3.4.5.1 - Total number of Citations in Scopus during the year**

51

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University**3.4.6.1 - h-index of Scopus during the year**

19

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

2.27

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

3.83

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	View File
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

St Thomas College (Autonomous) organises many activities to sensitise students to social issues and prepare them to respond adequately to realities outside the classroom.

Conducted 101 events including programmes under Swatch Baharat Abhiyan, Aids Awareness, Anti-Narcotic Drive, Community-Village Engagement, Gender Equality, Child and Women Welfare, Health and Environment Protection.

Modes of Sensitising Students: Students are made aware of social issues through

Seminars, Webinars, Onsite Visits and Day observances

Mandatory Student Social Service for 6 days per academic year as part of the curriculum

Extension activities under various schemes like Swatch Bharat Abhiyan through NSS (Units 42 and 144) and NCC (23(K) BN NCC Thrissur), Clubs etc.

Opportunities for Voluntary Contributions (monetary and participatory) under Schemes like MoU with Alpha Palliative Care

Impact

- More than thousand saplings planted by the students; surveys and interviews were conducted by students.
- Socially relevant podcast SOCIPODS and e- newsletter of NSS to continue social sensitizing during pandemic restrictions
- 377 active blood donors certified by IMA.
- In Covid Combat Drive, the college collaborated with the government for mass vaccination drives.
- Students spread awareness on COVID-19
- Manufactured sanitizers and trained different agencies in sanitizer preparation.
- Awarded 5 awards for various extension activities from NGOs and government agencies.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://igac.stthomas.ac.in:8001/3-6-1-extension-activities-carried-out/

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

5

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

101

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

3256

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

278

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

25

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	No File Uploaded

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 equipments, etc.

St. Thomas College, Thrissur has an ecofriendly, learning-friendly and inclusive Campus that spreads over 25.48 sections of land having three Academic Blocks, and a Sports Complex with a total built up area of 31113.57 SQ. M (334782.01 SQ. FT) with a proportion of 1: 102.82 SQ. FT (average 102.82 SQ per students).

Classrooms:

- 104 lesson rooms and 10 Investigate Rooms with ICT facilities (114 LCD projectors, 10 LED TVs and 6 interactive boards)
- 3 auditoriums.
- 6 Seminar halls and 2 Conference Halls
- Fully WIFI-enabled campus with two leased lines [BSNL (20 MBPS) and TATA (100 MBPS)]

Laboratories

- 12 Computer Labs
- One Language lab
- 20 Physical Labs
- Tissue Culture Lab
- Microbiology Lab
- Molecular Biology Lab
- Herbarium
- Media Lab

Computation and Lab Equipments

- Student-computer ratio 1: 7.49
- XRD diffractometer
- Cooling Centrifuge, PCR
- Gel Documentation system
- Double Beam UV Spectrometer
- Stereo Zoom Dissection Microscope with Software and Camera
- Licensed Software packages: Tally, Microsoft, StreamYard, SPSS, Orell, MATLAB, PROTOOLS 8.0, Final cut pro 10.4.6 and Mixxx 2.2.2.
- LMS (MOODLE)

Library

- FloorZone: 41,708.55 Sq. Ft •
- Total seating capacity: 408 peoplesimultaneously
- RFID securityentryways and auto footfall counter.
- 80investigatecabins/cubicles for researchersand PGunderstudies. •
- 104pondercarrels forpersonreading.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://igac.stthomas.ac.in:8001/4-1-1-adequacy-of-facilities/

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

Cultural Activities

- 2 Auditoriums: Palocaren Square (2000 seating capacity) and Medlycott Hall (200 seating capacity).
- Open auditorium cum Gallery with 150 seating capacity.
- 6 spacious Seminar Halls
- 2 Conference Halls
- Music Room
- Music Instruments
- Recording Facilities and studio floors

Yoga

- Gandhi Smrthi Open Auditorium for daily yoga sessions for the girls.
- Yoga space at Indoor Stadium for yoga session for boys.
- Mass Yoga performance in connection with International Yoga Day and other occasions is conducted at Palocaren Square.
- Nationally acclaimed yoga gurus and trainers are availed to train the students.

Sports and Games

- A 400 Meters Eight lanes track to promote track and field events.
- The football court with a measurement of 95m x 57m.
- A multi-purpose indoor stadium equipped with facilities.
- Two jumping pits along international standards
- Two net practicing facilities for cricketers.
- A Basket Ball court.
- A Tennis Court with international standards.
- A well-developed Fitness Centre.
- Shuttle Badminton Courts and Fencing facilities.
- Gymnasium/ Fitness Centre
- Two full-time faculties and 16 Trainers/coaches for various items and events available.
- 9 laurels at International level, 99 achievements at National level, 15 Inter-University titles and nearly 75 State level medals in sports and cultural together.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	No File Uploaded
Paste link for additional information	http://iqac.stthomas.ac.in:8001/4-1-2-facilities-for-co-curricular-activities/

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

110

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

319.24

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	View File

4.2 - Library as a Learning Resource

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

St. Thomas College Library (Santhome Athenaeum) is one of the largest and oldest college libraries in Kerala and houses about a hundred thousand books in print. The library provides open access to its documents and any member can browse through the collections which are arranged according to Dewey Decimal Classification (DDC).

- The Library has a collection of over 97793 volumes and 93 periodicals in print
- The library is fully automated using Koha 20.11.
- The bibliographic details of all the documents in library can be searched online remotely through the Online Public Access Catalogue (OPAC).
- Users can renew a document remotely through OPAC.
- The Library is WiFi-enabled and provided with computer access.
- Entry and exit of library is aided with Automatic footfall counter which are accessible by RFID enabled ID cards

Digital Database and e-Resources

- Online resources are available from library portal .
- Subscription to N-List of UGC-INFLIBNET
- Faculty publications archived on institutional repository known as STArc.
- Online access to previous year question papers

Library portal (livestom.in)

The users are benefitted by various automated services by which they can enhance the user experience of library.

Similarity checking services

Text similarity checking services for plagiarism is provided by the library.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://igac.stthomas.ac.in:8001/4-2-1-integrated-library-management-system/

4.2.2 - Institution has access to the following: A. Any 4 or more of the above e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

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

8.06

File Description	Documents
Audited statements of accounts	View File
Any additional information	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

603

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

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

St. Thomas College is committed to provide secure and sophisticated Information Technology Infrastructure in the campus in terms of hardware, software and internet facilities.

IT policy

- Ensures proper access to and usage of IT resources and prevent their misuse

- Maintains, Secures and ensures legal and appropriate use of IT infrastructure in the campus
- Sets up standards and procedures for procurement, upgradation, maintenance of IT-infrastructure

1. Hardware and Software

- College has 4 Servers and 435 Computers for Students, 34 for office purpose and 47 Computers for Faculties.
- St. Thomas Academic Management System (STAMS) is the College ERP.
- Moodle is used as Learning Management System.
- Licensed Software packages.

2. Network

- Internet Connection with 70 MBPS Bandwidth of dedicated Leased Line
- Global Naming & IP Addressing conventions are used
- College has its own domain address 'stthomas'.

3. Surveillance and Security Devices

- 48 CCTV cameras are installed

4. Database

- Data are protected with firewall security.
- Daily backing up of data.

5. E-Waste

- Electronic goods are put to optimum use
- E-waste and hazardous waste management is done in a safe and secure manner.

6. Budget Allocation

The institutional strategy is to allocate 8% of total Annual Expenditure (excluding salary) for updating IT infrastructure.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://iqac.stthomas.ac.in:8001/4-3-1-it-policy/

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3256	435

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	View File

4.3.4 - Institution has facilities for e-content development:

A. All four of the above

Facilities available for e-content development
Media Centre
Audio-Visual Centre
Lecture Capturing System (LCS)
Mixing equipments and software for editing

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://iqac.stthomas.ac.in:8001/4-3-4-facilities-for-e-content-development/
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

218.83

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

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

St. Thomas College has well-defined Policy and Procedure for maintenance of infrastructure and facilities and its utilization.

General Infrastructure

- Every department maintains stock register and an annual stock verification is carried out.
- The college office maintains a maintenance report register.
- Logbooks are maintained.
- Security and safety equipment are maintained with support of experts.

Class Rooms, Seminar/conference Hall and Auditorium

- To utilize common amenities, bookings are done with the approval of the principal.
- The routine maintenance and cleaning of the campus.

IT Infrastructure

- The technical staff is in charge of Preventive and Corrective maintenances.
- A technical committee comprising 3 faculties is responsible for college LMS.
- E-Waste strategies are followed for obsolete IT equipment

Laboratories

- The laboratory assistants take care of the laboratories.
- Logbooks are maintained in laboratories
- Fire Extinguishers are installed.

Sports Infrastructure

- The proper utilization and maintenance of the sports Infrastructure is the responsibility of Physical Education Department.

Library

- Maintenance and augmentation of the library facilities are regularly done
- Pest management is executed as a Preventive Maintenance
- Smoke/Fire Detectors are annually checked.
- A dedicated housekeeping staff is availed

Water and Waste Management

- Waste management systems are in place in the campus including 2 waste treatment plans and biogas plant.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://igac.stthomas.ac.in:8001/4-4-2-main-tenance-and-utilization-of-academic-support-facilities/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

1246

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

488

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	https://stthomas.ac.in/capacity-development-and-skill-enhancement-activities/
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

3168

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 adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies

A. All of the above

with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

266

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

460

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.:

IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

34

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year**

25

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The Students Union/Council is an elected body to promote and facilitate co-curricular and extra-curricular activities of the college.

Election of College Students Union is held democratically in conformity with the guidelines in accordance with the recommendations of Lyngdoh Committee and Calicut University.

Parliamentary system of Election is followed.

College Students Union comprise of Chairperson, Vice-Chairperson, General Secretary, Joint Secretary, Magazine Editor, Two University Union Councillors, Fine Arts Secretary and Sports Secretary. 30% of union members are female.

Activities of Students Union

The elected Union is mentored by Dean of Student Affairs and two staff advisors.

The College Union meets regularly.

The important events planned and organized by the College Union are:

College Fine Arts Festival-Mizhivu, Sports Fest, College Day

The College Union ensures student participation in observing important national/international days.

Every department has a Department Students Council which closely involves with all activities of the department such as organizing inter-collegiate fests and events

Student Representations in Academic & Administrative bodies/ Committees of the institution is ensured.

Important Committees are

1. Internal Complaints Committee
2. Grievance Redressal Committee
3. Anti-Ragging Cell
4. Anti-Narcotic Cell
5. IQAC
6. Career Guidance and Placement Cell
7. Fine Arts Committee
8. Admission Committee

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stthomas.ac.in/college-union/

5.3.3 - Number of sports and cultural events / competitions organised by the institution

6

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The Old Students Association (OSA), the Alumnae Association of St. Thomas College, is a legally registered alumni association. OSA aspires to build a global community of Alumnae by launching new chapters in different countries.

Alumni Contributions

Financial

- The OSA has contributed more than 16 lakhs towards the welfare of students and alumni of the college.
- OSA avails 31 merit scholarships to deserving meritorious students of the college.
- BSc Chemistry 1972-75 Batch contributed Rs. 2,00,000/- to the college.
- The alumni of Commerce department extended partial financial support for the construction of a house for needy.
- Alumni of Botany Department instituted 5 endowments worth Rs. 1,50,000/- during the last five years.
- OSA have volunteered to provide funds to organise research-oriented workshops and seminars for students.

Non-Financial Contributions

- Alumni has organized Webinars and Invited lectures for the benefit of the students of the college.
- OSA distributed smart phones to the deserving students of the college.
- Alumni actively support placement training and placements of students of college.
- In connection with the 70th Anniversary of Indian Constitution, OSA organized an erudite talk by Dr. Shashi

Tharoor MP on 19th December 2019.

- OSA released Santhome Luminaries, a commemorative volume on 120 eminent alumni of the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://stthomas.ac.in/alumni/

5.4.2 - Alumni's financial contribution during the year

D. 2 Lakhs - 5 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 an effective leadership in tune with the vision and mission of the Institution

The institution stemmed from the educational vision of Rev. Adolphus Edwin Medlycott, the Founder, and was instituted in pre-independence era in 1889. The vision of college emphasizes its role in promoting human as well as societal well-being and in contributing to nation-building process.

Vision: Transforming the Youth through Holistic Education towards an Enlightened Society

Nature of Governance

The Governance model adopted by St. Thomas College ensuring participation of all stakeholders in decision making process of Management, Administrative, Academic and Structural governance.

1. Management Board

St. Thomas College Trust with its Trustees, the Advisory Committee, Manager and Principal

Constitute the Apex body in Policy.

2. Administrative Governance

Principal, Executive Manager, Vice Principals, Administrative Deans, Bursar, HoDs and IQAC work in tandem to ensure smooth administration under the auspice of

Governing Council. Inputs and Feedbacks from Students council, Faculty Council, Department Council and College Council are employed and addressed.

3. Academic governance

The Academic Council with the support of CoE, Academic Deans and BoS: Governs the academic functioning of the College.

4. Structural Governance (System and Office)

The college office shares administration through documentation and accounting

Style of Governance: College follows both Top to bottom approach and Bottom-up approach in governance.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	http://iqac.stthomas.ac.in:8001/6-1-1-governance-leadership-in-tune-with-vision-and-mission/

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The effective Leadership is reflected in various institutional practices such as decentralization and participative management as given below:

The Board of Trustees and Advisory Committee constitute the supreme body that formulates governance and general Policies and takes major Financial and Developmental Decisions

Governing Council formulates the Academic and Administrative Policies, approves New Programmes and Annual Budget

Academic Council is empowered for the design of Curriculum and Syllabi; and make regulations regarding Admission

College Council of elected staff representatives in addition to the HoDs empowered to consider and report on cases of discipline referred to it by the principal

The Heads of Departments are empowered to run regular functioning of the college exercising collegiality with the faculty of the department

IQAC Coordinator is authorized to verify PBAS for faculty promotion and ensuring larger representation of teachers in strategic decisions.

Teaching Faculty: Representation of Teachers in Boards of Studies, Research Council, Pass Board and Examination Committee ensures teachers' participation in making academic decisions.

Students participate in governance of college through Students Union and Students Council

Decision making apex bodies adopts/frames policies and communicates them to the stakeholders.

Implementations/effects/outcomes of policies/decisions are evaluated/reviewed based on feedbacks from students/faculty/employers/alumni for refinement and corrective actions

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	https://stthomas.ac.in/strategic-plan/

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The directedness and purposefulness of on-going journey of St.

Thomas College is driven and directed by a well-drafted Strategic Plan. Following the Institutional SWOC analysis, through the deliberations and consultations with all stakeholders, Strategic Plan 2017-2032 was evolved, encompasses five thrust areas or key pillars to realize the Vision of St. Thomas College. They are:

1. **Institutional Growth:** An educational institution erected as St. Thomas College Boarding school in 1889, having gone through several institutional expansions like a second grade college, first-grade college, PG College, Autonomous College and College with potential for excellence, now looks up to become a degree-granting deemed University.

2. **Academic System:** Envisioning academic programs, academic endeavours and curriculum fitting to the national needs and to the needs of an emerging era through innovation and incorporation of quality.

3. **Human Resource:** Enhancing and equipping the human resource is decisive in its journey towards excellence.

4. **Research:** with the vision of contributing towards nation-building process, research will be accelerated to produce research outcomes that benefit the society at large.

5. **Infrastructure:** Augmenting and creating appropriate, modern and excellent infrastructure that contributes to an academic as well as research environment that facilitates delivery of knowledge.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://iqac.stthomas.ac.in:8001/6-2-1-effective-deployment-of-strategic-perspective-plan/
Upload any additional information	View File

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

The college has a clearly-defined organizational structure to

strategize future, formulate policies and to run the college in an efficient and outcome-focussed manner. It is constituted by statutory and non-statutory bodies that function in compliance with the vision, regulations, policies, and statutes stipulated by the government, UGC, affiliating university and the organization. The Organization Structure comprises of The board of trustees, Governing Body, Academic Council and Boards of Studies, College Council and Staff Council, The Manager, Principal, IQAC, Deans, Students Union, Council & Department Council, Bursar. The functioning of the institutional bodies is effective and efficient as visible from appointment and Service Rules, Policies.

1. Appointment and Service Rules The College has well-defined policies and practices for recruitment and promotion. The appointment of aided staff is governed by service rules and regulations of the University/State Government and UGC. The selection, recruitment and promotion of the unaided staff are in conformity with the HR policy of the college. Timely recruitments and promotion of competent faculty have resulted excellent and effective teaching-learning process.

2. Policies The college has well-formulated policies on Quality, HR, Research, Student Support and Welfare Measures, IT, Infrastructure etc. and well-defined code of conduct, published on the college website.

File Description	Documents
Paste link to Organogram on the institution webpage	https://stthomas.ac.in/organogram/
Upload any additional information	View File
Paste link for additional Information	http://iqac.stthomas.ac.in:8001/6-2-2-effective-functioning-of-institutional-bodies/

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

Along with the proficient skill development, St. Thomas College focuses on financial safety, well-being and security of its staff. Welfare measures are intended to create good working atmosphere. College guarantees career advancement and security to its employees by providing following statutory and voluntary facilities.

A: Welfare Measures

1. Statutory Welfare Measures

- Provident Fund
- Group Insurance Scheme
- State Life Insurance Scheme
- Maternity Leave
- Paternity Leave
- National Pension Scheme

2. Financial Assistance

- Festival Bonus
- Salary Advancement Scheme.
- Financial support for attending Conferences/Workshops.
- Faculty Researchers supported with Sathome Research Grants.
- Paid Vacation

3. Physical and Health Assistance

- Free Medical Camps/Check-ups for all Staff

4. Awards and Acknowledgements

a. Staff members

- Awards for new Ph.D. holders
- Awards for outstanding Research Publications
- Awards for Best Faculty Researcher and Best Research Supervisor

b. Staff-Family members

- Endowments/Awards for children of Non-Teaching staff

5. Miscellaneous Welfare measures

- Daycare Centre
- ATM facility, Car Parking, Canteen facility, staff Recreation Room, staff Discussion Rooms
- Annual Staff Picnic, Ladies staff Tour, Non-Teaching Staff Tour

B: Avenues for Career Development

- Free Capacity building trainings and orientation programs for staffs
- Regular workshop on ICT tools for effective teaching-learning
- Financial assistance to conduct FDP and Workshops for Research and enhancement of staff
- Collaborative training

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://iqac.stthomas.ac.in:8001/6-3-1-effective-welfare-measures-for-staff/

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

58

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 programmes organized by the Institution for its teaching and non-teaching staff during the year

27

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

110

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

St. Thomas College has conducts external and internal audits for both Government and Non-Government funds regularly.

1. Internal Audit is carried out annually by the internal auditing team appointed by the management. Concurrent Auditing is also done regularly for the self-finance accounts.

2. External Audit:

(i). Statutory Audits by the Chartered Accountants are conducted annually by the Chartered

Accountants.

(ii). Government Audits: by the Accountant's General's Office, Trivandrum; by the Directorate of Collegiate Education, Government of Kerala

(a). External Audit by Account General (AG) are conducted periodically. DCE, Govt of Kerala verify the utilization of funds received from the Central and State government agencies like grants from UGC, RUSA, CPE, Autonomy Grant, DST-FIST.

(b). External Audit by Directorate of Collegiate Education (DCE), Govt of Kerala: conducts every year. They verify Cash Book, acquaintance of staff, SC/ST/OEC acquaintance, E-grants Account, Caution Deposit and Fee receipts.

(c). External Audits for UGC Funds: The college conducts external financial audit for all the grants received from UGC.

Audit Objections and Rectifications:

The audit objections are rectified by the accounts department and an Action Taken Report report with explanation is submitted to the Finance Committee and also sent to the auditor for final approval.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://igac.stthomas.ac.in:8001/6-4-1-conduct-of-financial-audits/

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

12.02

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Well-defined Financial Policy of the college helps for mobilization of funds and its optimal utilization. The annual financial planning is done and financial decisions are taken by the Planning Board, Finance Committee and the Management Committee

Mobilization of Funds:

1. Earned income: Fee collected from students

2. Central Government Funds: UGC, RUSA and ICSSR, DST-FIST, DBT-STAR fund, Scholarships etc.

3. State Government Funds: Grant-in-aid for salary, KSCSTE and KSHEC, State government fund for NSS, ASAP, WWS, SSP.

4. Non-Government Funds: 1. Endowment awards, 2. Management's Contributions, 3. PTA funds, 4. staff Contributions, 5. Rents from external bodies.

5. Raised Funds: 1. Funds received as sponsorship 2. the consultancy services undertaken by the faculty, 3. Other funds include the corpus funds and loans from banks received for infrastructure development.

Optimal Utilization of Funds: The College utilizes funds for:

1. New Infrastructure Development and Infrastructure Maintenance
 2. Salary
 3. Procurement and maintenance of Equipments
 4. Conducting Seminars/ Workshops
 5. Student Support (Scholarships, Fee Concessions and Freeships)
 6. Conducting Extension Activities
 7. Sports Promotion Activities
 8. Library Expenses
 9. Examination Expenses
 10. Seed money for Research.

Conclusion: The College availed funds from Local MP, for Solar Power Infrastructure. Funds for the construction of new Library Block was mobilized through contributions from Philanthropists,

Alumni, and PTA.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	http://iqac.stthomas.ac.in:8001/6-4-3-strategies-for-mobilization-of-funds/

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

IQAC devised plans for documentation and developed a web-based, online, digital documentation system titled ExAT (Excellence and Assessment Tool). The system streamlines and automates collection, processing and retrieval of documents.

The system: ExAT was integrated with the existing ERP of the college, thereby, giving individual login access to all and employing existing basic institutional data. Documents can be in the form of images/pdf/doc/spreadsheets etc.

Decentralized documentation system: Faculties, HoDs, Coordinators of Cells/Committees, DQAC members, SQAC and IQAC office can access/add/modify/view/delete data and documents.

IQAC has identified and implemented several measures for the sustained professional development of the staff of the institution:

Faculty induction programs availed to Newly Recruited Faculty on legacy and culture of the institution, code of conduct, professional ethics and pedagogy.

Faculty Enrichment Programs were annually organized by IQAC on Higher Education, Research Methodology, Research Paper Writing, Plagiarism and all other relevant developments across the Globe.

Professional Development Programs were organized on Mentoring, Code of conduct, Professional ethics, teacher soft-skills, teaching tools and LMS like Moodle.

Enrichment Workshops on Curriculum: Series of training programs to empower the faculty on OBE, revised curriculum, autonomy and question banking.

Apart from that, training programmes for Administrative staff are also been conducted

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://iqac.stthomas.ac.in:8001/6-5-1-iqac-contributions/

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The institution through IQAC reviews its teaching learning process and methodologies of academic operations periodically through:

- **Feedback on the Teaching Learning & Evaluation Process**

Feedback on Teachers: Students give their feedback on teachers through College ERP. Parents' feedback on teachers and teaching process is collected during general and class PTA meetings.

Feedback on Online Teaching: College adopted online methods of teaching during the Covid period and a Feedback on the same were taken from faculty, students and parents.

Exit Survey is conducted from outgoing students to upgrade the quality of teaching learning and evaluation processes.

Feedback on Curriculum: Feedback on curriculum is collected from various stakeholders to revise the curriculum to cater to the local, national, regional and global developmental needs.

Result Analysis: Results of semestral evaluations are analysed with all parties concerned

- **Academic and Administrative Audit**

The Internal Audit: IQAC collected the self-evaluative reports from the departments and reports of the internal peer teams led by senior faculty members after visiting each department.

The External Audit: The external audit was conducted with the help of peers from other Institutions. The audit team prepared Executive Summary for each department and an institutional level audit report was submitted to the principal.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://iqac.stthomas.ac.in:8001/6-5-2-periodic-review-of-teaching-learning-process-etc/

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://stthomas.ac.in/annual-reports/
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	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

St. Thomas College organizes various programs based on annual gender sensitization action plan to ultimately achieve Goal 5 (Gender Equity) of the United Nations Sustainable Development Goals (UNSDG). By upholding our core values "Integrity, Diversity

and Compassion", we promote gender equity, gender sensitization and women empowerment.

I Curricular Inclusions

- 43 Courses addressing gender related issues.
- 54.64% of girl students and 44.79% of female faculty.
- Gender based dissertations and research projects.
- Women Faculty in Administrative positions.

II Co-Curricular Inclusions

- Gender Sensitization Programs.
- Women's Cell, Equal Opportunity Cell, Gender Champion Programme, Internal Complaints Committee, Anti-Ragging Cell and Grievance Redressal Cell.
- Awareness Sessions during Student Induction Programmes.
- Women wings of NCC and NSS.
- Seminars, invited talks and workshops.
- Gender Equity Policy and Gender Audit Report.
- Youth Empowerment Scheme (YES) and Counselling Cell.

III Facilities for Women on Campus

- 41 surveillance cameras.
- Female security personnel.
- Close monitoring at the entry gates.
- Compulsory ID cards for staff and students.
- Girls' Hostel with security personnel.
- Counselling Room.
- Sanitary pad vending machine, common rooms, ambulance on call and restrooms.
- Day Care Facility.

IV Other Initiatives

- Day observations.
- Women Entrepreneurship and Skill Development Programmes.
- Self-Defence and Confidence Building Training Programmes.
- Hair Donation Camps.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://stthomas.ac.in/wp-content/uploads/2022/06/All-policies-stc.pdf

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

A. Any 4 or All of the above

File Description	Documents
Geotagged 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 a maximum of 200 words)

In accordance with the college's commitment for a sustainable environment, the college maintains a very stringent and eco-friendly waste management mechanism. All the stakeholders are directed to take the ethical responsibility in reducing individual waste generation.

Waste Management Policy is strictly followed in the campus from generation of waste to disposal of waste. The main steps in the waste management include:

- **Generation of waste**
- **Segregation of waste**
- **Handling of waste**
- **Disposal of waste**

Solid waste management

- **Ban on Single-use Plastic.**

- Flex displays are replaced by Cloth Banners and Digital Displays.
- Color-coded Waste Bins (Bio-waste, Glass, Paper and Metal-Plastic waste)
- Bio-gas plant and Vermi-composting.
- Ban on Styrofoam glasses and plates.
- Proper collection, disposal and recycling of solid-wastes.
- Cleaning Drives

Liquid waste management

- Two sewage treatment plants
- Scientifically designed liquid-waste disposal system
- Use of micro-pipettes and micro-scale techniques

E-waste management

- E-waste disposal through approved agency
- Refilling of laser toners instead of replacement
- Upgradation of monitors LCD/LED
- Usage of Rechargeable batteries

Hazardous Chemical Waste Management

- Green chemistry policy is followed
- Proper treatment of the produced hazardous affluent
- No bio-medical/radioactive waste

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	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
Geotagged 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
Geotagged 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 undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

A. Any 4 or all of the above

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions/awards
5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	View File
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, socio-economic and other diversities (within a maximum of 200 words).

St. Thomas College has incorporated an inclusive environment into its institutional culture, by transcending differences and fostering harmony towards cultural, regional, linguistic, communal and socio-economic diversities. The institution is determined to shun sectarianism of all kinds and is committed to nurture spirit of oneness and inclusiveness by educating students from diverse

backgrounds in a spirit of universal brotherhood.

- Equal opportunity for all students in yearlong activities and academic/administrative positions instil a feeling of unity and togetherness.
- College provides access to education for all by strictly following the prevailing policies and rules of the government.
- A 6-day student induction programme for freshers helps to overcome regional, social and cultural differences among students.
- The institution's well-articulated Code of Conduct and Policies on the Divyangjan, Gender Equity, Grievance Redressal and Community Extension Activities are formal efforts to foster inclusiveness.
- The committees constituted in the campus like Grievance Redressal Cell, Anti Sexual Harassment Cell, Internal Compliance Committee, Minority Cell, SC/ST Cell, Anti-Ragging Cell, Discipline Committee and Student Welfare Committee ensure justice, equality and inclusiveness of all in the Campus.

The inclusive environment of the college is such that every student is moulded to promote and celebrate the pluralistic fabric of the nation.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

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

St. Thomas College believes in creating holistic citizens and organizes various programmes to sensitize students and employees to the constitutional obligations: values, rights, duties and responsibilities of the citizens.

- Annual conduct of Student Induction Program.
- Reflection on Preamble of Indian Constitution.
- Incorporation of the fundamental rights and duties in the curriculum.

- Value Education.
- Celebration of Independence Day, Republic Day and Constitution Day.
- Commemoration of Gandhi Jayanthi through Gandhi Global Solar Yatra, participation of students in Swachh Bharat Abhiyan cleaning drive.
- Social sensitivity and Gender activities.
- Participation in Democratic Process.
- Engagement with the local community.
- Observance of Vigilance Week and Anti-Corruption Day.
- Observance of World Day against Child Labour, Girl Child Day, International Day against Drug Abuse and Illicit Trafficking and Human Rights Day.
- Conduct of POCSO Awareness campaigns, Childline training programmes, Sexual Harassment Prevention and Awareness programmes, and Gender Equity programmes.

The effectiveness of the awareness programmes and sensitization on duties, values, obligations and responsible citizenship is evident from the committed engagement of the students and staff of St. Thomas College, in the community development and civic consciousness expressed in action.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the 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 programmes, 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

St. Thomas College (Autonomous), Thrissur, observes/celebrates National days of importance to mark and promote Nationhood and National integration; and International days of importance to educate students on issues of concern, to mobilize political will, to foster harmony, and to celebrate and reinforce achievements of humanity. Seminars, talks, awareness classes, street plays, flash mobs, exhibitions, rallies, pledge taking, competitions, cultural programmes and group discussions are the means to celebrate such important events and the sensitization generated thus, constitutes an integral part of education at St. Thomas College.

In addition, St. Thomas Fraternity observes religious and regional festivals like Onam and Christmas to foster the spirit of harmony and togetherness. It is heartening that the day observations at St. Thomas College are student-driven initiatives accomplished with great passion through creative and innovative dynamics of various clubs, cells, committees and departments.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Best Practice I: St. Thomas Digi-Campus

It is the Digitalized Governance framework that provides the foundational transparency and visibility to effectively manage the delivery of academic as well as administrative services to the stakeholders, primarily to the students.

OBJECTIVES

- To support and simplify governance of institution and
- To make administration of institution more transparent, accountable and enable effective interaction
- To guarantee timely and effective administration of services and information
- To reduce cost
- To improve overall employee performance, empower team members with a sense of ownership

Best Practice II: Santhome We-Care initiative

This initiative is aimed at sensitizing students to transform Society, to fight for Social Justice and to Restore Environment, and improve lives and communities.

OBJECTIVES

- To expose students to the real-life situations and train them to imbibe social values
- To develop humanitarian qualities and compassion towards environment and fellow beings
- To mould socially responsible citizens who work for the progress of the nation
- To launch need-based activities and projects to involve student participation in social issues
- To make students aware on organic farming techniques and organise cultivation programmes
- To conscientize people about various health issues and lifestyle diseases
- To Impart Social and Environmental Sensitivity in Students through need-based activities

File Description	Documents
Best practices in the Institutional website	https://stthomas.ac.in/best-practices/
Any other relevant information	http://iqac.stthomas.ac.in:8001/wp-content/uploads/2022/05/7.2.2-Any-Other-information-21-05-22.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Title: St. Thomas Multifaceted Learning (STML)

The vision and mission of St. Thomas College, Thrissur, emanates from the farsightedness of the visionary founder. As the institution cherishes over 100 years of service, the institution has reaffirmed its vision of 'transforming the youth through holistic education towards an enlightened society'. The vision is realized by 'St. Thomas Multifaceted Learning'.

STML mainly includes Four dimensions:

1: Empirical Learning

The distinctiveness of St. Thomas College has been explicated through the empirical learning endeavours prevalent in the institution as Students learn by doing and engaging themselves in hand-on activities, leading to their overall development.

2: Service Learning

Students of St. Thomas College go through experiential education through community engagement. In the process, students link personal and social development with academic and cognitive development.

3: Eco-centric Learning

Eco-centric Learning at St. Thomas College has gone beyond classroom, and has evolved through exploration of nature and engaging with the soil.

4: Innovative Learning

Entrepreneurship Development Club, Innovation Cell, IEDC, Exhibitions and Start-ups in the college are platforms to ignite the innovative skills of students. Through innovation, students not only exhibit their creative ideas, but also learn to further their innovative skills.

NAAC

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

St. Thomas College has always been sensitive to respond positively in developing and implementing its curricula relevant to local, national, regional as well as global developmental needs, in the true spirit of its vision and mission.

- Through Student Projects, Field works, Internships and collaborative surveys, acquired knowledge is transferred to and refined from local needs
- Compulsory Social Service mandated for degree students in the curriculum, facilitates community development and fosters social responsibility
- Innovative programmes in Integrated Psychology - introduced assessing the need of industry and society with a global perspective
- Communicative English for all, through common/open courses and value-added courses in six foreign languages introduced to address global developmental needs
- Advanced learning encouraged through mandatory Interdisciplinary Open Courses, Internships, Value Added Courses and Online Courses through Swayam and Coursera

The Curricula enable acquisition of deeper knowledge at specialized areas of interest, develop character, ethical and constitutional values, intellectual curiosity, scientific temper, creativity, and spirit of service proposed in NEP 2020. Alignment of PO-PSO-CO framework depicts the level of attainment of knowledge acquisition and skill development in students.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	http://iqac.stthomas.ac.in:8001/1-1-1-curriculum-relevance/

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

12

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	View File

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

731

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	View File

1.2 - Academic Flexibility**1.2.1 - Number of new courses introduced across all programmes offered during the year**

136

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

38

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

St. Thomas College envisions the transformation of youth towards an enlightened society made possible through the conscious efforts of integrating cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the curriculum.

Development of socially responsible and ethical behaviour has been stated in the Programme/Course Outcomes of curriculum. Several courses in the syllabus and selected value added courses specifically address professional ethics and ethical issues in the respective disciplines. PG programmes have compulsory audit course on Professional Competency. Plagiarism Report is mandated for PG Project Reports.

Several courses in the curriculum directly focus on Gender sensitization and Gender related issues. Common courses in Languages, Gender Studies, Voices of Women are some which have thrust area on gender sensitization. Audit course for UG programmes on Gender studies with four credits is mandatory.

A compulsory social service programme; courses in Psychology and Languages; and mandatory audit courses on Gerontology, Disaster Management and Intellectual Property Rights are included for all UG programmes to inculcate Human Values.

The curriculum has courses across all programmes with topics related to environment studies and mandatory audit courses on Environment Studies and Disaster Management.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

49

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

2611

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

2670

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://stthomas.ac.in/feedback/
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://stthomas.ac.in/feedback/
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

1328

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

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

325

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 students' learning levels and organises special programmes for both slow and advanced learners.

The college has put in place an effective mechanism to assess the learning levels of the students, and thereafter, to organize specific programmes for advanced learners and slow learners.

During Student Induction Programme post-admission, the freshers are oriented on the importance of assessment of learning levels, apart from orientation towards college curricula, various curricular, co-curricular and extra-curricular activities of the college, learning opportunities available in the campus, available facilities and infrastructure.

The classification of students on learning levels is based on the marks scored in the entry level assessment test. Based on the marks secured, students are classified as slow, advance and medium learners. The college has introduced psycho-metric test as an additional tool to assess the multiple intelligence of the students.

Various programmes designed for advanced learners and slow learners : Programmes for Advanced Learners

- Walk With a Scholar (WWS) Programme.
- NPTEL/SWAYAM Local Chapter.
- Coursera Online.

- Participation in Hackathons.
- Internships in industry and research labs.
- Research oriented Project works.
- Finishing School.

- Programmes for Slow Learners
 - Scholar Support Programme.
 - Remedial Coaching.
- Programmes for All Students including Medium Learners
 - Induction Programmes
 - Career Guidance and Counselling.
 - UGC NET /JAM Coaching Cell.
 - Additional Skills Acquisition Programme (ASAP).
 - Over 40 Value Added Courses.
 - Mentoring Programme.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://iqac.stthomas.ac.in:8001/2-2-1-special-programmes-for-advanced-learners/

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/03/2021	3256	164

File Description	Documents
Upload 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:

Learning at St. Thomas College has been made more and more student-centric by introducing innovative and interactive learning tools and methods which constitute experiential learning, participative learning and problem-solving methodologies. The advantage of student-centered learning is apparent where learning is joy, learning is engaging and adapted to a student's needs and interests, resulting in

enhanced memorization and catering to individual learning goals. Institution's collaborations, opportunities for internships and innovations, well-equipped labs, extensive ICT infrastructure, engagement with the society and various student-platforms to express are all synergized towards student-centric learning. Different student centric methods commonly used are given below.

Experiential Learning:

- Educational field trips and industry visits.
- Student Internships at institutions and industry.
- Student teaching and Seminars
- Innovation Festival.
- Volunteering through palliative care
- Drama, Art, Theatre.
- Radio Mist, the student-run community radio of the college.
- Making of Documentaries and Short Films by students
- Publication of articles and books by students.
- Extension activities in the college are aimed service learning.

Participative Learning:

- Interdisciplinary projects.
- Exhibitions and Demos conducted by students.
- Hands on Workshops and laboratory Experiments.
- Group discussions and peer learning.
- Webinars
- Flipped classroom
- MOOC/ Coursera Courses

Problem Solving Methods:

- Project based learning
- Quiz
- Learning through games
- Assignments
- Participation in Hackathons.

File Description	Documents
Upload any additional information	View File
Link for additional Information	http://iqac.stthomas.ac.in:8001/2-3-1-student-centric-methods/

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

The College is adequately and sufficiently equipped with ICT infrastructure to enable all teachers to utilise the newest technological developments in the field of Information and Computer Technology.

ICT-enable Infrastructure

- The campus premises are WiFi-enabled.
- Majority of the classrooms are ICT enabled.
- The college has a well-equipped media centre with shooting floors, audio recording studio.
- Interactive panels have been set up at multiple locations to support interactive ICT-enabled teaching.
- Moodle, an opensource learning platform, is the official learning platform of the college which is used for various academic purposes.
- IQAC took measures to equip teachers ICT-friendly by organizing training in and workshops on Moodle.

Other ICT-focussed Initiatives

- The institution has its own St. Thomas Academic Management System (STAMS) utilized by the teaching faculty.
- Teachers also use ICT-based tools like Mentimeter, Google Classroom, Kahoot!, Google tools, OBS and H5P to create interactions during video lectures, etc.
- The College has its YouTube Channel to broadcast video lectures prepared by faculty members and conduct online webinars and workshops.
- Other than Moodle and STAMS, the college has purchased/subscribed online tools like Streamyard, Microsoft Teams for academic content delivery.

Digital Library

- The digital library of the college avails online content to the college community.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://stthomas.ac.in/online-learning-resources/
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues**2.3.3.1 - Number of mentors**

163

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The Academic Calendar is prepared by the calendar committee taking into account the annual plans prepared by the academic departments, IQAC and the office of the CoE.

Preparation of Academic Calendar

- Since all important events of the college are in line with the academic calendar, the calendar committee gathers details and schedules as given:
 - Planned common programmes to be conducted, from the IQAC;
 - Schedule of examinations from the office of the CoE;
 - Department level activities from the respective HODs.
 - Proposed activities from the various club coordinators, NCC, NSS etc.;

- Planned sports, arts, cultural and other student activities from the Students Union.
- Once ratified by the College Council, the hard copies of the Academic Calendar are issued to the students and staff.
- The College Council monitors the adherence to the Academic Calendar from time to time.

Teaching Plans:

- Course and work allotment to members of the faculty is decided at the department meeting. Based on this, the teaching plan for each course is prepared by the respective faculty in advance. This includes topics to be covered, mode of, mode of internal assessment etc. HOD reviews the progress of the teaching plans from time to time.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality**2.4.1 - Number of full-time teachers against sanctioned posts during the year**

164

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	View File

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

71

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

1254

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

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

12

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

120

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

St Thomas College has taken numerous steps to reform the examination procedures and processes and integrate Information Technology into the evaluation system. IT integration into question paper setting, Automation of examination registration, auto generation of Hall Tickets, IT integration of Internal Assessment Process, IT integration into valuation camp, Publication of Results and Mark list generation are some of the reforms that have improved the College's Examination Management efficacy through the Academic Management System of the college.

- St. Thomas Academic Management System (STAMS), the academic management system of the College, is the single-portal solution to the multiple examination related requirements in the college. Students can apply for examinations only through STAMS.
- 'QnSmarti', an exclusive software to create a question bank repository and to generate question papers automatically in a predefined pattern, has effectively been implemented.
- Incorporation of Outcome Based Education paradigm into the question papers has been automated using QnSmarti.
- Teachers can securely log in STAMS and enter marks of the various components of Continuous Internal Assessment namely CIA tests, class room participation, assignment, seminar, quiz, internship, case study, etc
- The valuation camp is IT-integrated with STAMS and marksheets are generated in the system which the respective chairman can validate online.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://stthomas.ac.in/the-controller-of-examinations/

2.6 - Student Performance and Learning Outcomes

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

St. Thomas College, Thrissur, in its one of the latest revisions, incorporated Outcome-based education (OBE) paradigm into its curriculum and syllabi, after having organized several training programs and workshops for the faculty and members of Boards of Studies.

OBE ensures that educational activities focus on Learning, based on achievable and measurable outcomes. The number of training programs, workshops, and internal deliberations on OBE for the faculty and involvement of employers, alumni and academic experts helped the institution define the POs, PSOs and COs for respective programmes and courses.

- The Vision, Mission, POs, PSOs and COs are communicated to the faculty members through Printed syllabus, College Manual, Academic management System and College website.
- These are communicated to the students, through the College Academic Calendar, College website and through the Department Notice Boards. Soft copies of syllabus with PSOs and COs are shared with the students through Moodle. During the Students Induction Programme for the freshers POs, vision, mission and core values of the college are exposed to the new comers extensively in detail. Teachers who handle various courses explain course outcomes and relate such outcomes to POs and PSOs while introducing the course at the beginning of a semester.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://stthomas.ac.in/program-outcomes/

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

Attainment of Programme Outcomes (PO) and Programme Specific Outcomes (PSO) are to be computed with methods and precision. Attainment of OBE is examined based on Direct and indirect Assessment methods. Direct method consists of Continuous Internal Tests, End Semester examination and The Third component, which is constituted by other methods of evaluation while the indirect assessment is based on the exit survey.

The Following steps are involved in the direct method:

- Map COs to PSOs and POs
- Compute the average scores of mapped COs for each PSO and PO.
- Convert the resulting value to 100 and take 75% of it as the contribution from direct method.
- Compute the scores corresponding to PSOs and POs from exit survey report.
- Convert the resulting value to 100 and take 25% of it as the contribution from indirect method.
- Resulting sum of the scores from direct method and indirect method will give the overall scores of PSOs and POs.
- The levels of attainment are set as: High (76-100), Moderate (51-75) and Low (0-50).

The level of attainment is periodically reviewed and updated by incorporating the previous year's result. The results are analysed department-wise and corrective measures are taken if necessary.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	http://iqac.stthomas.ac.in:8001/2-6-2-attachment-of-po-and-co/

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

934

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	http://iqac.stthomas.ac.in:8001/wp-content/uploads/2022/02/COE-Annual-report-2020-21.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://stthomas.ac.in/students-satisfaction-survey/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The college offers doctoral degree in 10 disciplines under University of Calicut. The revised Research Policy of the College comprising the Research Promotion Policy; Plagiarism Check Policy, Research Ethics Policy, Research Consultancy Policy and Santhome Research Grant Policy and College Research

Regulations govern all processes starting from admission to submission of thesis (<https://stthomas.ac.in/research-regulations/>). are uploaded in the college website.

The Dean of Research (DOR), Research Council, Research Advisory Committees, and Ethics Committee and Academic Integrity Panel are the offices and bodies governing research activities. Santhome Research Awards (for Best Research Scholar, Faculty and Best Research Paper Award in each discipline and one overall award) are presented annually.

Santhome Research Grants (Seed Money) provides monetary assistance for research. Patent Application Fee of Researchers is paid by the College. Research Facilities well equipped research laboratories with advanced equipment, digitized library and softwares to assist research include plagiarism checking softwares. Annual Research Scholars' Meet was held online and offline.

Milestones and Outcomes

Computer Science was recognized as a research centre.

100 indexed Research articles in Scopus/Web of Science and 35 books/chapters in edited volumes/books.

59 Seminars/Workshops/Endowment/Invited Lectures were conducted on Research/IPR/Consultancy.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://stthomas.ac.in/policy-documents/
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the

year (INR in lakhs)	
10.603	
File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	View File
Any additional information	View File
3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year	
1	
File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	No File Uploaded
3.2 - Resource Mobilization for Research	
3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)	
0.2	

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

2

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	http://iqac.stthomas.ac.in:8001/3-2-2-research-projects/
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

39

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

1

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://kscste.kerala.gov.in/
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The college has a vibrant ecosystem for innovations, creation and transfer of knowledge.

Dedicated centres for research

The college has ten Research Centres (Botany, Chemistry, Computer Science, Commerce, Economics, English, Mathematics, Physics, Statistics, Zoology)

Entrepreneurship and Innovation

The ED Club established in 2010 organises training programmes, seminars, workshops and festival fairs to promote entrepreneurship.

Well established Startup and Innovation Cell

59 Workshops/Seminars on Research Methodology, Intellectual Property Rights (IPR), entrepreneurship, Innovation Festival were organized in the college to encourage innovation.

Incubation and StartUp

The St. Thomas Incubation Centre (STIC) and IIC have organized interactions with entrepreneurs, investors, professional with the objective of helping students establish their business and solving problems associated with it. The number of students participating in Hackathons, Agrihackathons and Ideathons have increased due to the collective efforts of these entities.

St. Thomas Incubation Centre (STIC) has four initiatives

Awarded 4 stars for Innovation by Ministry of Education

Chosen as Mentor Institute for Innovation under the Mentor-Mentee Program of IIC.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://iqac.stthomas.ac.in:8001/3-3-1-creation-of-ecosystem-for-research-and-innovations/

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

59

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

13

File Description	Documents
URL to the research page on HEI website	https://stthomas.ac.in/about-research-council/
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

100

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

35

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://iqac.stthomas.ac.in:8001/wp-content/uploads/2022/05/3.4.4-latest.pdf

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

51

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University**3.4.6.1 - h-index of Scopus during the year**

19

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	No File Uploaded

3.5 - Consultancy**3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)**

2.27

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

3.83

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	View File
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

St Thomas College (Autonomous) organises many activities to sensitise students to social issues and prepare them to respond adequately to realities outside the classroom.

Conducted 101 events including programmes under Swatch Baharat Abhiyan, Aids Awareness, Anti-Narcotic Drive, Community-Village Engagement, Gender Equality, Child and Women Welfare, Health and Environment Protection.

Modes of Sensitising Students: Students are made aware of social issues through

Seminars, Webinars, Onsite Visits and Day observances

Mandatory Student Social Service for 6 days per academic year as part of the curriculum

Extension activities under various schemes like Swatch Bharat Abhiyan through NSS (Units 42 and 144) and NCC (23(K) BN NCC Thrissur), Clubs etc.

Opportunities for Voluntary Contributions (monetary and participatory) under Schemes like MoU with Alpha Palliative Care

Impact

- More than thousand saplings planted by the students; surveys and interviews were conducted by students.
- Socially relevant podcast SOCIOPODS and e- newsletter of NSS to continue social sensitizing during pandemic restrictions
- 377 active blood donors certified by IMA.
- In Covid Combat Drive, the college collaborated with the government for mass vaccination drives.
- Students spread awareness on COVID-19
- Manufactured sanitizers and trained different agencies in sanitizer preparation.
- Awarded 5 awards for various extension activities from NGOs and government agencies.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://iqac.stthomas.ac.in:8001/3-6-1-extension-activities-carried-out/

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

5

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

101

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

3256

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

278

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

25

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	No File Uploaded

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 equipments, etc.

St. Thomas College, Thrissur has an ecofriendly, learning-friendly and inclusive Campus that spreads over 25.48 sections of land having three Academic Blocks, and a Sports Complex with a total built up area of 31113.57 SQ. M (334782.01 SQ. FT) with a proportion of 1: 102.82 SQ. FT (average 102.82 SQ per students).

Classrooms:

- 104 lesson rooms and 10 Investigate Rooms with ICT facilities (114 LCD projectors, 10 LED TVs and 6 interactive boards)
- 3 auditoriums.
- 6 Seminar halls and 2 Conference Halls
- Fully WIFI-enabled campus with two leased lines [BSNL (20 MBPS) and TATA (100 MBPS)]

Laboratories

- 12 Computer Labs
- One Language lab
- 20 Physical Labs
- Tissue Culture Lab
- Microbiology Lab
- Molecular Biology Lab
- Herbarium
- Media Lab

Computation and Lab Equipments

- Student-computer ratio 1: 7.49
- XRD diffractometer
- Cooling Centrifuge, PCR
- Gel Documentation system
- Double Beam UV Spectrometer
- Stereo Zoom Dissection Microscope with Software and Camera
- Licensed Software packages: Tally, Microsoft, StreamYard, SPSS, Orell, MATLAB, PROTOOLS 8.0, Final cut pro 10.4.6 and Mixxx 2.2.2.
- LMS (MOODLE)

Library

- FloorZone: 41,708.55 Sq. Ft •
- Total seating capacity: 408 peoplesimultaneously
- RFID securityentryways and auto footfall counter.
- 80investigatecabins/cubicles for researchersand PGunderstudies. •
- 104pondercarrels forpersonreading.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://iqac.stthomas.ac.in:8001/4-1-1-adequacy-of-facilities/

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

Cultural Activities

- 2 Auditoriums: Palocaren Square (2000 seating capacity) and Medlycott Hall (200 seating capacity).
- Open auditorium cum Gallery with 150 seating capacity.
- 6 spacious Seminar Halls
- 2 Conference Halls
- Music Room
- Music Instruments
- Recording Facilities and studio floors

Yoga

- Gandhi Smrthi Open Auditorium for daily yoga sessions for the girls.
- Yoga space at Indoor Stadium for yoga session for boys.
- Mass Yoga performance in connection with International Yoga Day and other occasions is conducted at Palocaren Square.
- Nationally acclaimed yoga gurus and trainers are availed to train the students.

Sports and Games

- A 400 Meters Eight lanes track to promote track and field events.
- The football court with a measurement of 95m x 57m.
- A multi-purpose indoor stadium equipped with facilities.

- Two jumping pits along international standards
- Two net practicing facilities for cricketers.
- A Basket Ball court.
- A Tennis Court with international standards.
- A well-developed Fitness Centre.
- Shuttle Badminton Courts and Fencing facilities.
- Gymnasium/ Fitness Centre
- Two full-time faculties and 16 Trainers/coaches for various items and events available.
- 9 laurels at International level, 99 achievements at National level, 15 Inter-University titles and nearly 75 State level medals in sports and cultural together.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	No File Uploaded
Paste link for additional information	http://iqac.stthomas.ac.in:8001/4-1-2-facilities-for-co-curricular-activities/

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

110

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

319.24

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	View File

4.2 - Library as a Learning Resource

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

St. Thomas College Library (Santhome Athenaeum) is one of the largest and oldest college libraries in Kerala and houses about a hundred thousand books in print. The library provides open access to its documents and any member can browse through the collections which are arranged according to Dewey Decimal Classification (DDC).

- The Library has a collection of over 97793 volumes and 93 periodicals in print
- The library is fully automated using Koha 20.11.
- The bibliographic details of all the documents in library can be searched online remotely through the Online Public Access Catalogue (OPAC).
- Users can renew a document remotely through OPAC.
- The Library is WiFi-enabled and provided with computer access.
- Entry and exit of library is aided with Automatic footfall counter which are accessible by RFID enabled ID cards

Digital Database and e-Resources

- Online resources are available from library portal .
- Subscription to N-List of UGC-INFLIBNET
- Faculty publications archived on institutional repository known as STArc.
- Online access to previous year question papers

Library portal (lvestom.in)

The users are benefitted by various automated services by which they can enhance the user experience of library.

Similarity checking services

Text similarity checking services for plagiarism is provided by the library.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://iqac.stthomas.ac.in:8001/4-2-1-integrated-library-management-system/

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

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

8.06

File Description	Documents
Audited statements of accounts	View File
Any additional information	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

603

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

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

St. Thomas College is committed to provide secure and sophisticated Information Technology Infrastructure in the campus in terms of hardware, software and internet facilities.

IT policy

- Ensures proper access to and usage of IT resources and prevent their misuse
- Maintains, Secures and ensures legal and appropriate use of IT infrastructure in the campus
- Sets up standards and procedures for procurement, upgradation, maintenance of IT-infrastructure

1. Hardware and Software

- College has 4 Servers and 435 Computers for Students, 34 for office purpose and 47 Computers for Faculties.
- St. Thomas Academic Management System (STAMS) is the College ERP.
- Moodle is used as Learning Management System.
- Licensed Software packages.

2. Network

- Internet Connection with 70 MBPS Bandwidth of dedicated Leased Line
- Global Naming & IP Addressing conventions are used
- College has its own domain address 'stthomas'.

3. Surveillance and Security Devices

- 48 CCTV cameras are installed

4. Database

- Data are protected with firewall security.
- Daily backing up of data.

5. E-Waste

- Electronic goods are put to optimum use
- E-waste and hazardous waste management is done in a safe and secure manner.

6. Budget Allocation

The institutional strategy is to allocate 8% of total Annual Expenditure (excluding salary) for updating IT infrastructure.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://igac.stthomas.ac.in:8001/4-3-1-it-policy/

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3256	435

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 750 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	View File

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media

A. All four of the above

Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://iqac.stthomas.ac.in:8001/4-3-4-facilities-for-e-content-development/
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

218.83

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

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

St. Thomas College has well-defined Policy and Procedure for maintenance of infrastructure and facilities and its utilization.

General Infrastructure

- Every department maintains stock register and an annual stock verification is carried out.
- The college office maintains a maintenance report register.
- Logbooks are maintained.
- Security and safety equipment are maintained with support of experts.

Class Rooms, Seminar/conference Hall and Auditorium

- To utilize common amenities, bookings are done with the approval of the principal.
- The routine maintenance and cleaning of the campus.

IT Infrastructure

- The technical staff is in charge of Preventive and Corrective maintenances.
- A technical committee comprising 3 faculties is responsible for college LMS.
- E-Waste strategies are followed for obsolete IT equipment

Laboratories

- The laboratory assistants take care of the laboratories.
- Logbooks are maintained in laboratories
- Fire Extinguishers are installed.

Sports Infrastructure

- The proper utilization and maintenance of the sports Infrastructure is the responsibility of Physical Education Department.

Library

- Maintenance and augmentation of the library facilities are regularly done
- Pest management is executed as a Preventive Maintenance
- Smoke/Fire Detectors are annually checked.
- A dedicated housekeeping staff is availed

Water and Waste Management

- Waste management systems are in place in the campus including 2 waste treatment plans and biogas plant.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://iqac.stthomas.ac.in:8001/4-4-2-maintenance-and-utilization-of-academic-support-facilities/

STUDENT SUPPORT AND PROGRESSION	
5.1 - Student Support	
5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year	
1246	
File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File
5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year	
488	
File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	View File
5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology	A. All of the above
File Description	Documents
Link to Institutional website	https://stthomas.ac.in/capacity-development-and-skill-enhancement-activities/
Details of capability development and schemes	View File
Any additional information	View File
5.1.4 - Number of students benefitted from guidance/coaching for competitive	

examinations and career counselling offered by the institution during the year

3168

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

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	No File Uploaded

5.2 - Student Progression**5.2.1 - Number of outgoing students who got placement during the year**

266

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

460

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year**5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year**

34

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year**

25

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The Students Union/Council is an elected body to promote and facilitate co-curricular and extra-curricular activities of the college.

Election of College Students Union is held democratically in conformity with the guidelines in accordance with the recommendations of Lyngdoh Committee and Calicut University.

Parliamentary system of Election is followed.

College Students Union comprise of Chairperson, Vice-Chairperson, General Secretary, Joint Secretary, Magazine Editor, Two University Union Councillors, Fine Arts Secretary and Sports Secretary. 30% of union members are female.

Activities of Students Union

The elected Union is mentored by Dean of Student Affairs and two staff advisors.

The College Union meets regularly.

The important events planned and organized by the College Union are:

College Fine Arts Festival-Mizhivu, Sports Fest, College Day

The College Union ensures student participation in observing important national/international days.

Every department has a Department Students Council which closely involves with all activities of the department such as organizing inter-collegiate fests and events

Student Representations in Academic & Administrative bodies/Committees of the institution is ensured.

Important Committees are

1. Internal Complaints Committee
2. Grievance Redressal Committee

3. Anti-Ragging Cell
4. Anti-Narcotic Cell
5. IQAC
6. Career Guidance and Placement Cell
7. Fine Arts Committee
8. Admission Committee

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stthomas.ac.in/college-union/

5.3.3 - Number of sports and cultural events / competitions organised by the institution

6

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The Old Students Association (OSA), the Alumnae Association of St. Thomas College, is a legally registered alumni association. OSA aspires to build a global community of Alumnae by launching new chapters in different countries.

Alumni Contributions

Financial

- The OSA has contributed more than 16 lakhs towards the

welfare of students and alumni of the college.

- OSA avails 31 merit scholarships to deserving meritorious students of the college.
- BSc Chemistry 1972-75 Batch contributed Rs. 2,00,000/- to the college.
- The alumni of Commerce department extended partial financial support for the construction of a house for needy.
- Alumni of Botany Department instituted 5 endowments worth Rs. 1,50,000/- during the last five years.
- OSA have volunteered to provide funds to organise research-oriented workshops and seminars for students.

Non-Financial Contributions

- Alumni has organized Webinars and Invited lectures for the benefit of the students of the college.
- OSA distributed smart phones to the deserving students of the college.
- Alumni actively support placement training and placements of students of college.
- In connection with the 70th Anniversary of Indian Constitution, OSA organized an erudite talk by Dr. Shashi Tharoor MP on 19th December 2019.
- OSA released Santhome Luminaries, a commemorative volume on 120 eminent alumni of the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://stthomas.ac.in/alumni/

5.4.2 - Alumni's financial contribution during the year

D. 2 Lakhs - 5 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 an effective leadership in tune with the

vision and mission of the Institution

The institution stemmed from the educational vision of Rev. Adolphus Edwin Medlycott, the Founder, and was instituted in pre-independence era in 1889. The vision of college emphasizes its role in promoting human as well as societal well-being and in contributing to nation-building process.

Vision: Transforming the Youth through Holistic Education towards an Enlightened Society

Nature of Governance

The Governance model adopted by St. Thomas College ensuring participation of all stakeholders in decision making process of Management, Administrative, Academic and Structural governance.

1. Management Board

St. Thomas College Trust with its Trustees, the Advisory Committee, Manager and Principal

Constitute the Apex body in Policy.

2. Administrative Governance

Principal, Executive Manager, Vice Principals, Administrative Deans, Bursar, HoDs and IQAC work in tandem to ensure smooth administration under the auspice of

Governing Council. Inputs and Feedbacks from Students council, Faculty Council, Department Council and College Council are employed and addressed.

3. Academic governance

The Academic Council with the support of CoE, Academic Deans and BoS: Governs the academic functioning of the College.

4. Structural Governance (System and Office)

The college office shares administration through documentation and accounting

Style of Governance: College follows both Top to bottom approach and Bottom-up approach in governance.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	http://iqac.stthomas.ac.in:8001/6-1-1-governance-leadership-in-tune-with-vision-and-mission/

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The effective Leadership is reflected in various institutional practices such as decentralization and participative management as given below:

The Board of Trustees and Advisory Committee constitute the supreme body that formulates governance and general Policies and takes major Financial and Developmental Decisions

Governing Council formulates the Academic and Administrative Policies, approves New Programmes and Annual Budget

Academic Council is empowered for the design of Curriculum and Syllabi; and make regulations regarding Admission

College Council of elected staff representatives in addition to the HoDs empowered to consider and report on cases of discipline referred to it by the principal

The Heads of Departments are empowered to run regular functioning of the college exercising collegiality with the faculty of the department

IQAC Coordinator is authorized to verify PBAS for faculty promotion and ensuring larger representation of teachers in strategic decisions.

Teaching Faculty: Representation of Teachers in Boards of Studies, Research Council, Pass Board and Examination Committee ensures teachers' participation in making academic decisions.

Students participate in governance of college through Students Union and Students Council

Decision making apex bodies adopts/frames policies and

communicates them to the stakeholders. Implementations/effects/outcomes of policies/decisions are evaluated/reviewed based on feedbacks from students/faculty/employers/alumni for refinement and corrective actions

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	https://stthomas.ac.in/strategic-plan/

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The directedness and purposefulness of on-going journey of St. Thomas College is driven and directed by a well-drafted Strategic Plan. Following the Institutional SWOC analysis, through the deliberations and consultations with all stakeholders, Strategic Plan 2017-2032 was evolved, encompasses five thrust areas or key pillars to realize the Vision of St. Thomas College. They are:

1. Institutional Growth: An educational institution erected as St. Thomas College Boarding school in 1889, having gone through several institutional expansions like a second grade college, first-grade college, PG College, Autonomous College and College with potential for excellence, now looks up to become a degree-granting deemed University.
2. Academic System: Envisioning academic programs, academic endeavours and curriculum fitting to the national needs and to the needs of an emerging era through innovation and incorporation of quality.
3. Human Resource: Enhancing and equipping the human resource is decisive in its journey towards excellence.

4. **Research:** with the vision of contributing towards nation-building process, research will be accelerated to produce research outcomes that benefit the society at large.

5. **Infrastructure:** Augmenting and creating appropriate, modern and excellent infrastructure that contributes to an academic as well as research environment that facilitates delivery of knowledge.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://iqac.stthomas.ac.in:8001/6-2-1-effective-deployment-of-strategic-perspective-plan/
Upload any additional information	View File

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

The college has a clearly-defined organizational structure to strategize future, formulate policies and to run the college in an efficient and outcome-focussed manner. It is constituted by statutory and non-statutory bodies that function in compliance with the vision, regulations, policies, and statutes stipulated by the government, UGC, affiliating university and the organization. The Organization Structure comprises of The board of trustees, Governing Body, Academic Council and Boards of Studies, College Council and Staff Council, The Manager, Principal, IQAC, Deans, Students Union, Council & Department Council, Bursar. The functioning of the institutional bodies is effective and efficient as visible from appointment and Service Rules, Policies.

1. **Appointment and Service Rules** The College has well-defined policies and practices for recruitment and promotion. The appointment of aided staff is governed by service rules and regulations of the University/State Government and UGC. The selection, recruitment and promotion of the unaided staff are in conformity with the HR policy of the college. Timely recruitments and promotion of competent faculty have resulted

excellent and effective teaching-learning process.

2. Policies The college has well-formulated policies on Quality, HR, Research, Student Support and Welfare Measures, IT, Infrastructure etc. and well-defined code of conduct, published on the college website.

File Description	Documents
Paste link to Organogram on the institution webpage	https://stthomas.ac.in/organogram/
Upload any additional information	View File
Paste link for additional Information	http://iqac.stthomas.ac.in:8001/6-2-2-effective-functioning-of-institutional-bodies/

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

Along with the proficient skill development, St. Thomas College focuses on financial safety, well-being and security of its staff. Welfare measures are intended to create good working atmosphere. College guarantees career advancement and security to its employees by providing following statutory and voluntary facilities.

A: Welfare Measures

1. Statutory Welfare Measures

- Provident Fund
- Group Insurance Scheme
- State Life Insurance Scheme
- Maternity Leave
- Paternity Leave
- National Pension Scheme

2. Financial Assistance

- Festival Bonus
- Salary Advancement Scheme.
- Financial support for attending Conferences/Workshops.
- Faculty Researchers supported with Sathome Research Grants.
- Paid Vacation

3. Physical and Health Assistance

- Free Medical Camps/Check-ups for all Staff

4. Awards and Acknowledgements

a. Staff members

- Awards for new Ph.D. holders
- Awards for outstanding Research Publications
- Awards for Best Faculty Researcher and Best Research Supervisor

b. Staff-Family members

- Endowments/Awards for children of Non-Teaching staff

5. Miscellaneous Welfare measures

- Daycare Centre
- ATM facility, Car Parking, Canteen facility, staff Recreation Room, staff Discussion Rooms
- Annual Staff Picnic, Ladies staff Tour, Non-Teaching Staff Tour

B: Avenues for Career Development

- Free Capacity building trainings and orientation programs for staffs
- Regular workshop on ICT tools for effective teaching-learning
- Financial assistance to conduct FDP and Workshops for Research and enhancement of staff
- Collaborative training

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://iqac.stthomas.ac.in:8001/6-3-1-effective-welfare-measures-for-staff/

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

58

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 programmes organized by the Institution for its teaching and non-teaching staff during the year

27

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation /

Induction Programmes, Refresher Courses, Short-Term Course, etc.)

110

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

St. Thomas College has conducts external and internal audits for both Government and Non-Government funds regularly.

1. Internal Audit is carried out annually by the internal auditing team appointed by the management. Concurrent Auditing is also done regularly for the self-finance accounts.

2. External Audit:

(i). Statutory Audits by the Chartered Accountants are conducted annually by the Chartered

Accountants.

(ii). Government Audits: by the Accountant's General's Office, Trivandrum; by the Directorate of Collegiate Education, Government of Kerala

(a). External Audit by Account General (AG) are conducted periodically. DCE, Govt of Kerala verify the utilization of funds received from the Central and State government agencies like grants from UGC, RUSA, CPE, Autonomy Grant, DST-FIST.

(b). External Audit by Directorate of Collegiate Education (DCE), Govt of Kerala: conducts every year. They verify Cash Book, acquaintance of staff, SC/ST/OEC acquaintance, E-grants Account, Caution Deposit and Fee receipts.

(c). External Audits for UGC Funds: The college conducts

external financial audit for all the grants received from UGC.

Audit Objections and Rectifications:

The audit objections are rectified by the accounts department and an Action Taken Report report with explanation is submitted to the Finance Committee and also sent to the auditor for final approval.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://iqac.stthomas.ac.in:8001/6-4-1-conduct-of-financial-audits/

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

12.02

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Well-defined Financial Policy of the college helps for mobilization of funds and its optimal utilization. The annual financial planning is done and financial decisions are taken by the Planning Board, Finance Committee and the Management Committee

Mobilization of Funds:

1. Earned income: Fee collected from students

2. Central Government Funds: UGC, RUSA and ICSSR, DST-FIST, DBT-STAR fund, Scholarships etc.

3.State Government Funds: Grant-in-aid for salary, KSCSTE and KSHEC, State government fund for NSS, ASAP, WWS, SSP.

4. Non-Government Funds: 1. Endowment awards, 2. Management's Contributions, 3. PTA funds, 4. staff Contributions, 5.Rents from external bodies.

5. Raised Funds: 1. Funds received as sponsorship 2. the consultancy services undertaken by the faculty, 3. Other funds include the corpus funds and loans from banks received for infrastructure development.

Optimal Utilization of Funds: The College utilizes funds for:
1.New Infrastructure Development and Infrastructure Maintenance
2.Salary 3.Procurement and maintenance of Equipments
4.Conducting Seminars/ Workshops 5.Student Support (Scholarships, Fee Concessions and Freeships) 6.Conducting Extension Activities 7.Sports Promotion Activities 8.Library Expenses 9.Examination Expenses 10.Seed money for Research.

Conclusion: The College availed funds from Local MP, for Solar Power Infrastructure. Funds for the construction of new Library Block was mobilized through contributions from Philanthropists, Alumni, and PTA.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	http://iqac.stthomas.ac.in:8001/6-4-3-strategies-for-mobilization-of-funds/

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

IQAC devised plans for documentation and developed a web-based, online, digital documentation system titled ExAT (Excellence and Assessment Tool). The system streamlines and automates collection, processing and retrieval of documents.

The system: ExAT was integrated with the existing ERP of the

college, thereby, giving individual login access to all and employing existing basic institutional data. Documents can be in the form of images/pdf/doc/spreadsheets etc.

Decentralized documentation system: Faculties, HoDs, Coordinators of Cells/Committees, DQAC members, SQAC and IQAC office can access/add/modify/view/delete data and documents.

IQAC has identified and implemented several measures for the sustained professional development of the staff of the institution:

Faculty induction programs availed to Newly Recruited Faculty on legacy and culture of the institution, code of conduct, professional ethics and pedagogy.

Faculty Enrichment Programs were annually organized by IQAC on Higher Education, Research Methodology, Research Paper Writing, Plagiarism and all other relevant developments across the Globe.

Professional Development Programs were organized on Mentoring, Code of conduct, Professional ethics, teacher soft-skills, teaching tools and LMS like Moodle.

Enrichment Workshops on Curriculum: Series of training programs to empower the faculty on OBE, revised curriculum, autonomy and question banking.

Apart from that, training programmes for Administrative staff are also been conducted

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://iqac.stthomas.ac.in:8001/6-5-1-igac-contributions/

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The institution through IQAC reviews its teaching learning process and methodologies of academic operations periodically through:

- **Feedback on the Teaching Learning & Evaluation Process**

Feedback on Teachers: Students give their feedback on teachers through College ERP. Parents' feedback on teachers and teaching process is collected during general and class PTA meetings.

Feedback on Online Teaching: College adopted online methods of teaching during the Covid period and a Feedback on the same were taken from faculty, students and parents.

Exit Survey is conducted from outgoing students to upgrade the quality of teaching learning and evaluation processes.

Feedback on Curriculum: Feedback on curriculum is collected from various stakeholders to revise the curriculum to cater to the local, national, regional and global developmental needs.

Result Analysis: Results of semestral evaluations are analysed with all parties concerned

- **Academic and Administrative Audit**

The Internal Audit: IQAC collected the self-evaluative reports from the departments and reports of the internal peer teams led by senior faculty members after visiting each department.

The External Audit: The external audit was conducted with the help of peers from other Institutions. The audit team prepared Executive Summary for each department and an institutional level audit report was submitted to the principal.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://iqac.stthomas.ac.in:8001/6-5-2-periodic-review-of-teaching-learning-process-etc/

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any

A. Any 4 or all of the above

other quality audit recognized by state, national or international agencies (such as ISO Certification)

File Description	Documents
Paste the web link of annual reports of the Institution	https://stthomas.ac.in/annual-reports/
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	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

St. Thomas College organizes various programs based on annual gender sensitization action plan to ultimately achieve Goal 5 (Gender Equity) of the United Nations Sustainable Development Goals (UNSDG). By upholding our core values "Integrity, Diversity and Compassion", we promote gender equity, gender sensitization and women empowerment.

I Curricular Inclusions

- 43 Courses addressing gender related issues.
- 54.64% of girl students and 44.79% of female faculty.
- Gender based dissertations and research projects.
- Women Faculty in Administrative positions.

II Co-Curricular Inclusions

- Gender Sensitization Programs.
- Women's Cell, Equal Opportunity Cell, Gender Champion Programme, Internal Complaints Committee, Anti-Ragging Cell and Grievance Redressal Cell.
- Awareness Sessions during Student Induction Programmes.
- Women wings of NCC and NSS.
- Seminars, invited talks and workshops.

- Gender Equity Policy and Gender Audit Report.
- Youth Empowerment Scheme (YES) and Counselling Cell.

III Facilities for Women on Campus

- 41 surveillance cameras.
- Female security personnel.
- Close monitoring at the entry gates.
- Compulsory ID cards for staff and students.
- Girls' Hostel with security personnel.
- Counselling Room.
- Sanitary pad vending machine, common rooms, ambulance on call and restrooms.
- Day Care Facility.

IV Other Initiatives

- Day observations.
- Women Entrepreneurship and Skill Development Programmes.
- Self-Defence and Confidence Building Training Programmes.
- Hair Donation Camps.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://stthomas.ac.in/wp-content/uploads/2022/06/All-policies-stc.pdf

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

A. Any 4 or All of the above

File Description	Documents
Geotagged 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 a maximum of 200 words)

In accordance with the college's commitment for a sustainable

environment, the college maintains a very stringent and eco-friendly waste management mechanism. All the stakeholders are directed to take the ethical responsibility in reducing individual waste generation.

Waste Management Policy is strictly followed in the campus from generation of waste to disposal of waste. The main steps in the waste management include:

- Generation of waste
- Segregation of waste
- Handling of waste
- Disposal of waste

Solid waste management

- Ban on Single-use Plastic.
- Flex displays are replaced by Cloth Banners and Digital Displays.
- Color-coded Waste Bins (Bio-waste, Glass, Paper and Metal-Plastic waste)
- Bio-gas plant and Vermi-composting.
- Ban on Styrofoam glasses and plates.
- Proper collection, disposal and recycling of solid-wastes.
- Cleaning Drives

Liquid waste management

- Two sewage treatment plants
- Scientifically designed liquid-waste disposal system
- Use of micro-pipettes and micro-scale techniques

E-waste management

- E-waste disposal through approved agency
- Refilling of laser toners instead of replacement
- Upgradation of monitors LCD/LED
- Usage of Rechargeable batteries

Hazardous Chemical Waste Management

- Green chemistry policy is followed
- Proper treatment of the produced hazardous affluent
- No bio-medical/radioactive waste

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	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
Geotagged 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
Geotagged 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 undertaken by the institution

<p>7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:</p> <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities 	<p>A. Any 4 or all of the above</p>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

<p>7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information:</p>	<p>A. Any 4 or all of the above</p>
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Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	View File
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, socio-economic and other diversities (within a maximum of 200 words).

St. Thomas College has incorporated an inclusive environment into its institutional culture, by transcending differences and fostering harmony towards cultural, regional, linguistic, communal and socio-economic diversities. The institution is determined to shun sectarianism of all kinds and is committed to nurture spirit of oneness and inclusiveness by educating students from diverse backgrounds in a spirit of universal brotherhood.

- Equal opportunity for all students in yearlong activities and academic/administrative positions instil a feeling of unity and togetherness.
- College provides access to education for all by strictly following the prevailing policies and rules of the government.
- A 6-day student induction programme for freshers helps to overcome regional, social and cultural differences among students.
- The institution's well-articulated Code of Conduct and Policies on the Divyangjan, Gender Equity, Grievance Redressal and Community Extension Activities are formal efforts to foster inclusiveness.
- The committees constituted in the campus like Grievance Redressal Cell, Anti Sexual Harassment Cell, Internal Compliance Committee, Minority Cell, SC/ST Cell, Anti-Ragging Cell, Discipline Committee and Student Welfare

Committee ensure justice, equality and inclusiveness of all in the Campus.

The inclusive environment of the college is such that every student is moulded to promote and celebrate the pluralistic fabric of the nation.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

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

St. Thomas College believes in creating holistic citizens and organizes various programmes to sensitize students and employees to the constitutional obligations: values, rights, duties and responsibilities of the citizens.

- Annual conduct of Student Induction Program.
- Reflection on Preamble of Indian Constitution.
- Incorporation of the fundamental rights and duties in the curriculum.
- Value Education.
- Celebration of Independence Day, Republic Day and Constitution Day.
- Commemoration of Gandhi Jayanthi through Gandhi Global Solar Yatra, participation of students in Swachh Bharat Abhiyan cleaning drive.
- Social sensitivity and Gender activities.
- Participation in Democratic Process.
- Engagement with the local community.
- Observance of Vigilance Week and Anti-Corruption Day.
- Observance of World Day against Child Labour, Girl Child Day, International Day against Drug Abuse and Illicit Trafficking and Human Rights Day.
- Conduct of POCSO Awareness campaigns, Childline training programmes, Sexual Harassment Prevention and Awareness programmes, and Gender Equity programmes.

The effectiveness of the awareness programmes and sensitization on duties, values, obligations and responsible citizenship is

evident from the committed engagement of the students and staff of St. Thomas College, in the community development and civic consciousness expressed in action.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the 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 programmes, 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

St. Thomas College (Autonomous), Thrissur, observes/celebrates National days of importance to mark and promote Nationhood and National integration; and International days of importance to educate students on issues of concern, to mobilize political will, to foster harmony, and to celebrate and reinforce achievements of humanity. Seminars, talks, awareness classes,

street plays, flash mobs, exhibitions, rallies, pledge taking, competitions, cultural programmes and group discussions are the means to celebrate such important events and the sensitization generated thus, constitutes an integral part of education at St. Thomas College.

In addition, St. Thomas Fraternity observes religious and regional festivals like Onam and Christmas to foster the spirit of harmony and togetherness. It is heartening that the day observations at St. Thomas College are student-driven initiatives accomplished with great passion through creative and innovative dynamics of various clubs, cells, committees and departments.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Best Practice I: St. Thomas Digi-Campus

It is the Digitalized Governance framework that provides the foundational transparency and visibility to effectively manage the delivery of academic as well as administrative services to the stakeholders, primarily to the students.

OBJECTIVES

- To support and simplify governance of institution and
- To make administration of institution more transparent, accountable and enable effective interaction
- To guarantee timely and effective administration of services and information
- To reduce cost
- To improve overall employee performance, empower team

members with a sense of ownership

Best Practice II: Santhome We-Care initiative

This initiative is aimed at sensitizing students to transform Society, to fight for Social Justice and to Restore Environment, and improve lives and communities.

OBJECTIVES

- To expose students to the real-life situations and train them to imbibe social values
- To develop humanitarian qualities and compassion towards environment and fellow beings
- To mould socially responsible citizens who work for the progress of the nation
- To launch need-based activities and projects to involve student participation in social issues
- To make students aware on organic farming techniques and organise cultivation programmes
- To conscientize people about various health issues and lifestyle diseases
- To Impart Social and Environmental Sensitivity in Students through need-based activities

File Description	Documents
Best practices in the Institutional website	https://stthomas.ac.in/best-practices/
Any other relevant information	http://iqac.stthomas.ac.in:8001/wp-content/uploads/2022/05/7.2.2-Any-Other-information-21-05-22.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Title: St. Thomas Multifaceted Learning (STML)

The vision and mission of St. Thomas College, Thrissur,

emanates from the farsightedness of the visionary founder. As the institution cherishes over 100 years of service, the institution has reaffirmed its vision of 'transforming the youth through holistic education towards an enlightened society'. The vision is realized by 'St. Thomas Multifaceted Learning'.

STML mainly includes Four dimensions:

1: Empirical Learning

The distinctiveness of St. Thomas College has been explicated through the empirical learning endeavours prevalent in the institution as Students learn by doing and engaging themselves in hand-on activities, leading to their overall development.

2: Service Learning

Students of St. Thomas College go through experiential education through community engagement. In the process, students link personal and social development with academic and cognitive development.

3: Eco-centric Learning

Eco-centric Learning at St. Thomas College has gone beyond classroom, and has evolved through exploration of nature and engaging with the soil.

4: Innovative Learning

Entrepreneurship Development Club, Innovation Cell, IEDC, Exhibitions and Start-ups in the college are platforms to ignite the innovative skills of students. Through innovation, students not only exhibit their creative ideas, but also learn to further their innovative skills.

File Description	Documents
Appropriate link in the institutional website	https://stthomas.ac.in/institutional-distinctiveness/
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

To conduct external Academic and Administrative Audit

To conduct Energy-Green-Environment Audit by accredited agencies

To organize Student Induction Programme

To prepare for 4th Cycle NAAC Accreditation

To equip teachers for Online Teaching and promote Blended Learning

To enhance Best Practices activities of the college

To evaluate and complete ISO Certification

To organize Faculty Development Programmes

To participate in NIRF India Ranking

To participate in ARIIA Ranking

To collect feedback from Stakeholder on Syllabus

To refine Outcome Based Education dynamics in the college

To organize events on Code of Conduct for Students, Staff and Parents

To enhance e-Governance initiatives in the campus

To initiative research promotion and innovation promotion in the campus

To organize events to promote gender equity and respect for Women.