

ST. THOMAS COLLEGE (AUTONOMOUS), THRISSUR

Internal Quality Assurance Cell

ACTION TAKEN REPORT 2021-2022

Action Taken Report:

1. A Faculty Development Programme titled 'Responsible Citizens and Inspiring Teachers; A Professional Development Programme', was organized online on 01 June 2021. Justice Kurian Joseph, Retired Justice Supreme Court of India, was the resource person.
2. Orientation programme for the Final Year postgraduate students was organized on 3 June 2021. Dr. Prashanth CMI, Former Principal, SH College, Thevara, was the resource person. The event was conducted online.
3. Orientation programme for the second- and third-year undergraduate students was organized on 2 June 2021. Dr. Prashanth CMI, Former Principal, SH College, Thevara, was the resource person. The event was organized online.
4. IQAC coordinated the participation of college in NIRF Ranking 2021 and obtained 64th rank in the same.
5. Online learning was supported using online learning platforms like Moodle, StreamYard, Microsoft Teams, OBS and Google Tools. Recording of video lectures in the Media Lab was facilitated.
6. A tentative annual plan for the IQAC activities for the academic year was finalized.
7. Necessary modification was made to the Strategic plan in the light of New Education Policy.
8. A five-days online Advanced Moodle Training Workshop was organized for the faculty from 12 July 2021 onwards to further the online learning in the college. Ms. Rameela Ravindran, Dr. Johns Naduvath and Mr. Ashbin Mathew were the resource persons.
9. A faculty development programme on 'Research, Consultancy and Startup' in collaboration with the Research Council and Innovation Cell was conducted on 16-6-2021. Dr. Kuruvila Joseph, Professor & Dean, Indian Institute of Space Science and Technology, Thiruvananthapuram, was the resource person.
10. Six faculty members of the college were approved as certified Innovation Ambassadors by AICTE and MoE's Innovation Cell in July, 2021; 4 at foundation level and 2 at Advanced level.
11. Kerala State Higher Education Council (KSHEC) inducted Dr. Johns Naduvath, Assistant Professor, as a resource person for the state level 'Let's go Digital – Train the Trainers' programme to expand digital learning in higher education in Kerala.
12. The IQAC-NAAC Coordination team started organizing separate interface meetings with each and every department of the college in preparation of the 4th Cycle Accreditation.
13. Reports of classes taken by teachers online was collected by IQAC for monitoring the effectiveness of online teaching.
14. An online awareness workshop on Code of Conduct was organized on 17 August 2021 for the administrative staff.
15. A webinar on challenges of the Transgender was organized by Equal Opportunity Cell, at the recommendation of IQAC.
16. Mentor-Mentee Program for the current year was initiated with circulars.

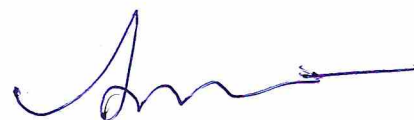
17. IQAC facilitated signing of MoU with KEIL on 12-08-2021, for the disposal of hazardous waste in the campus.
18. Students Induction Programme was organized for the freshers in online mode from 04 to 09 October 2021. An entry level test was conducted at the end of Induction Programme to identify Advanced Learners and Slow Learners. Feedback on induction programme was taken from the students.
19. A preliminary external evaluation of the cumulative data collected for NAAC 4th Cycle Accreditation was conducted online on 10 September 2021 with the support of Dr. Sudheer CV, Pro-VC, SN Open University, Kerala.
20. An awareness Seminar on 'Parenting the Youth' was organized for the parents of students on 12 October, 2021 in online mode.
21. An external review exercise to ensure Professionalism in Accreditation was organized on 5 & 6 October 2021. Prof. Harry Cletus was the resource person.
22. Green-Energy-Environment Audit was completed externally by IRTC (Integrated Rural Technology Centre), Mundoor, in collaboration with Ottotracations, Thiruvananthapuram, the accredited agencies.
23. An awareness seminar on atrocities against women and children was organized on 28 October 2021 by Internal Complaints Committee and Department of Social Work at the recommendation of IQAC.
24. Feedback on effectiveness on online classes was taken from faculty members to take corrective measures. The feedback analysis report revealed mixed response with teachers differing on the effectiveness of online classes.
25. IQAC took measures to enhance online teaching in the campus. Feedback was regularly collected from all teachers on the conduct of online classes with the list of topics covered in each class online.
26. IQAC organized training to the faculty as to how to use interactive panels for effective teaching-learning process.
27. In order to get the institution ISO-certified, an agency was identified and task was initiated.
28. PBAS document of faculty members whose promotion was due, were scrutinized and recommended for promotion.
29. The meeting congratulated Ms. Anu Paul and the committee responsible for regular publishing of Daily Newsletter in the college
30. Faculty applied for financial support to participate in faculty development programmes were given partial financial support.
31. IIQA for 4th Cycle NAAC accreditation was submitted on 20 January, 2022.
32. An Administrative Training Programme was organized for the non-teaching staff on 'Hands-on Workshop in Front Office' on 20 November 2021, in collaboration with NIMIT, Koratty.
33. The college participated in ARIIA Ranking and was certified as 'Performer' under the category "General (non-technical)" 2021, a flagship programme of the Ministry of Education, Government of India, announced on 29 December 2021.
34. ISO Certification of the College Office was completed and the Certification was awarded dated 20 November 2021. The validity is for 3 years.
35. IIQA of 4th Cycle NAAC Accreditation was successfully uploaded on 20 January 2022.
36. Academic and Administrative Audit was conducted with the support of external experts. Dr. Mary Regina F, Professor, Kerala Agricultural University, Dr. Davis Antony Mundassery, Controller of Examinations, Christ College (Autonomous), Irinjalakuda and Dr. Benny Joseph N, Chief Executive Officer, Jubilee Mission

Medical College, Thrissur, were the external auditors. The reports were submitted to IQAC through the Principal.

37. Self-appraisal reports of faculty were collected and submitted to the manager for his perusal.
38. Feedback on Faculty by the students was collected online in college LMS portal and the analysis was availed to the principal.
39. Queries from NAAC on IIQA were clarified and clarifications were submitted online.
40. The college was ranked with 4 Stars by Ministry of Education and MoE's Innovation Cell for the activities taken up for innovations and Start-ups in January 2022.
41. Orientation for the Student Representatives of IQAC (SQAC) from each class was organized by IQAC.
42. Feedback on Syllabus was collected from faculty, alumni, students and employers during the current year which was analysed. The analysis report was given to the respective Boards of Studies.
43. NIRF Data was collated for uploading.
44. During the current academic year, multiple events were organized on research methodology, plagiarism, research writing and consultancy training for the benefit of the faculty and research scholars.
45. Requests for Financial support to the faculty to attend faculty development programmes were considered and funds were approved.
46. Several MoUs with institutions and organizations were done to organize collaborative activities in future.
47. During the current academic year, 45 value-added courses were conducted for the students for skill enhancement. Dr. Alphonsa Mathew, vice principal, coordinated the value-added courses.
48. IQAC conducted SWOC analysis as a measure of quality enhancement to identify strengths, weaknesses, opportunities and challenges of the college.



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