



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	St. Thomas College, Palai
• Name of the Head of the institution	Prof. Dr. James John Mangalath
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04822212317
• Mobile no	9447140859
• Registered e-mail	principal.stc@gmail.com
• Alternate e-mail	principal@stcp.ac.in
• Address	Arunapuram P.O., Kottayam-686574, Kerala.
• City/Town	Kottayam
• State/UT	Kerala
• Pin Code	686574
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Semi-Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Mahatma Gandhi University, Kottayam				
• Name of the IQAC Coordinator	Dr. Thomas V Mathew				
• Phone No.	04822212317				
• Alternate phone No.	08547230355				
• Mobile	09745180355				
• IQAC e-mail address	iqac@stcp.ac.in				
• Alternate Email address	majothomas@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.stcp.ac.in/admin/downloadcenter				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.stcp.ac.in/NAAC_Academic_calender.php				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 4	A++	3.56	2021	15/02/2021	14/02/2026
6.Date of Establishment of IQAC			22/03/2004		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	2	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1. Student induction, leadership training, orientation to parents, strengthening of ongoing student support activities and initiation of new activities and inclusive practices. 2. Faculty enrichment sessions focusing on participatory and student centric teaching and learning strategies, ICT enabled teaching, learning and evaluation aiming competency for all faculty. 3. Submitted AQAR 2020-21, participated in the NIRF and implemented UGC Paramarsh Scheme, Unnat Bharat Abhiyan with active student and faculty engagement.</p>		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
Submission of AQAR 2020-21 to NAAC	Submitted	
Result analysis	Evaluated the Results and suggested measures to improve the student educational outcomes.	
Implementation of new Add-on course	New Add-on courses implemented	
13.Whether the AQAR was placed before statutory body?	Yes	

- Name of the statutory body

Name	Date of meeting(s)
College Governing Body	18/02/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021	15/02/2023

15. Multidisciplinary / interdisciplinary

A comprehensive and excellent education is essential for the development of human resources and eventually helps construct nations. The New Education Policy (NEP) 2020 places a significant emphasis on this concept. St. Thomas College in Palai is very focused on carrying out its objective. Faculty members participate in brainstorming sessions to discuss the central tenets of NEP, including multidisciplinary and holistic undergraduate education, flexible curricula, inventive subject combinations, integration of vocational education, multiple entry and exit points with appropriate certification, and the integration of humanities and science with STEM and its combination courses. Being an affiliated institution, the affiliating university develops the academic course structure and content in accordance with UGC standards.

Our parent university is working to successfully integrate vocational, interdisciplinary, and multidisciplinary education in order to increase the students' competency and employability. Three vocational degree programs—a B.Voc. in Sustainable Agriculture, a B.Voc. in Food Processing Technology, and a B.Voc. in Printing Technology—have already been implemented in our college by the management. As the new idea of interdisciplinary and multidisciplinary education takes shape, we intend to change the college's academic organization as well.

16. Academic bank of credits (ABC):

The institution adheres to the University's curriculum because it is a college that is associated with Mahatma Gandhi University, Kottayam. Because the College is not registered with the Academic Bank of Credits because the Choice Based Credit Semester system (CBCS) currently in place does not provide the flexibility to allow

students to profit from multiple entry and exits during the chosen program. The organization is preparing for the requirement and registration under NAD DigiLocker and hopes to become registered with Academic Bank of Credits soon. Although there may be a backlog, there is a mechanism for students to complete the course and move on to the following semester. The institution also permits students to switch colleges while they are still enrolled in classes. The students can earn extra credit in pursuits like NSS, NCC, athletics, and the fine arts.

Our shared efforts to facilitate seamless collaboration, internationalize education, and create joint degrees to enable credit-transfer collaboration are beginning to bear fruit. For the creation of the same policies, a committee has been established. Faculty members offer a variety of career- and industry-focused electives to the students, and the curriculum and evaluation system are carefully planned. Through a learning management system, faculty members are also encouraged to create their own curricula and pedagogical approaches within the framework that has been approved. Additionally, students are urged to sign up for and successfully finish courses on online learning environments like Swayam and Coursera.

17.Skill development:

Our college implements a number of programs to help students develop their skills so they can succeed in this highly competitive environment. The college currently provides elective courses like Special functions numerical analysis, LED light production, a diploma in plant propagation and nursery management, a foundation course in human rights education, an anchoring course in Malayalam that combines theory and practice, business entrepreneurship, web technology, the breeding and rearing of aquarium fish, etc. Certificate programs in business communication, bioinformatics, nutrition, and public health, as well as SPSS for clinical data analysis Crop disease management, travel and heritage tourism, polymer science, polymer processing, and rubber technology, English for life skills, Hindi translation and documentation, a diploma in stock market basics, and statistical computers and data analysis are just a few of the topics covered. The Additional Skill Acquisition Programme (ASAP), funded by the Keralan government, provides skill development to a select group of college students. The institution also offers career counseling, entrepreneurship development programs, and skill development programs. Some fields that offer practical training to build the professional skills necessary for employment require students to complete internships, on-the-job

training, hands-on experience, and industry visits as requirements.

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

Malayalam and English are used for teaching, learning, and communication due to Kerala's Malayalam-speaking population. The most effective way to deliver information is to do so in the vernacular language itself. Although Malayalam is the mother tongue and both students and teachers are conversant in it, the majority of classes and interaction sessions are held in it. Students who studied in Malayalam up through class X find the classes in Malayalam to be more comfortable. Teachers took extra care to make sure that the students grasped the material even when it was presented online. Both internal and university exams may be taken in either Malayalam or English, at the student's discretion. For UG and PG students, the college provides a variety of science, social science, humanities, and business courses. Although topics are taught in both Malayalam and English in science and business classes, students tend to write their responses in English because the terminologies used are typically well-known English vocabulary. Additionally, there aren't many technical books available in Malayalam, but there are plenty of conceptual books and films that can assist readers imagine and comprehend concepts. In the social sciences, instruction is given in both Malayalam and English, and there are plenty of reference works in each language to help students read, comprehend, and write in both. Many students choose to take these courses' exams in Malayalam. Students must write in English since the humanities course they are taking is English literature. Malayalam or Hindi must also be learned by the students as a second language during their undergraduate studies.

To better understand India's rich cultural diversity, we observe cultural and traditional holidays and festivals. The students union routinely organizes cultural events, ensuring that all students take part actively and raising awareness of the uniqueness of our culture. In order to reinvigorate their intrinsic pride in the rich cultural history of our country, the days of national importance are observed. To instill a love of nature in the students, field visits and nature camps are also held.

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

St. Thomas College in Palai, which is affiliated to Mahatma Gandhi University in Kottayam, places an emphasis on the success that comes through learning. The Faculty of Arts, Commerce, and Science offers undergraduate, postgraduate, and research programs and courses that

adhere to the university's established curriculum. The Programme Outcomes, Programme Specific Outcomes, and Course Outcomes are created in accordance with the university's defined curriculum, assessed by the university, and conveyed to the students. The goal is to improve fundamental life skills, career skills, cognitive skills, and interpersonal skills. Through rigorous syllabus analysis, the use of team project labs, and self-creation activities, the output is made to reflect in the students.

Each department focuses on the development of all skills, and students are encouraged to participate actively in all academic and extracurricular college activities. The institution offers a number of venues for the development of interpersonal and communication skills through the NCC and NSS, the debate and oratory club, the English club, the quiz club, and the chess club. The Departments of Economics, English, Commerce, and B.Voc. Departments organize job training, internships, and entrepreneurship programs to help students develop their vocational skills. The Center for Gandhian Studies gives all college students the chance to display their foundational vocational abilities and supports them in selling their creations, ensuring that they can make money as they learn. All science departments offer hands-on laboratory experience, and all departments offer six months of project preparation and presentation training that is severely constrained by course structure but focuses on the most current and pertinent topics. Each student's emotional intelligence is closely scrutinized, and via mentorship and counseling sessions, we strongly encourage the growth of self-awareness and empathy. The degree of course outcomes completion is assessed using both official and informal methods, including internal and external evaluation in conjunction with feedback forms and regular mentorship programs.

The holistic development of our students and everyone's psychosomatic wellness are our top priorities at St. Thomas College, Palai. A systematic outcome design and the strategic implementation of the programs through numerous clubs and cells within the college produce the molding of a refined individual. The physical education department focuses on developing athletes for the national and international levels. The college provides resources for its students' intellectual, physical, and social growth. The college prioritizes and assures the implementation of all of its strategies for the entire holistic development of the students and the society as a leading institution in the state's higher education sector.

20.Distance education/online education:

Regular classroom instruction was delivered using ICT-enabled resources. During, the Covid epidemic compelled the academic sector to switch to an online teaching-learning model. For the purposes of becoming familiar with the online teaching tools and creating online teaching strategies, a training session was done online. The teachers were able to successfully transition to the online format after the training. The college's internet capabilities were improved.

This academic year, classes were delivered entirely online, making full advantage of the ICT resources available. Teachers devised engaging, intriguing, and well-planned lessons for the classroom. The fact that assignments were turned in via Google Classrooms or Moodle made the evaluation and recording process simple. The lab and practical sessions were held online, somewhat making up for the absence of the students from class. For students who were unable to attend the live classes, taped lectures were also made available.

Extended Profile

1.Programme

1.1	1299
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	2602
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	255
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File
2.3	984
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	129
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	135
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	85
Total number of Classrooms and Seminar halls	
4.2	553.45510
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	310
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	

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

The college creates an academic calendar including all academic events each academic year. The syllabus is made available to instructors by the Departments, and the HoDs ensure that it is finished on time. The curriculum is delivered in accordance with the lesson plan, and its efficacy is assessed. In class, students study POs, PSOs, and COs. Additionally, advice is given to students regarding extracurricular pursuits. Each semester, each batch has two internal exams. Answer scripts are promptly returned to pupils with suggestions for improvement. Faculty members conduct seminars/assignments to UG/PG students. Through open houses, mentoring and tutorial sessions students' feedback is collected. Lessons learned from students are reviewed in Department staff meetings. In certain classes, demonstrative software is utilised to help students grasp curricular information. Each student must complete a project as part of the curriculum while being supervised by a supervisor. Seminar lectures and workshops by experts and students enrich the curriculum. Class-level PTA meetings are also held every semester to get the feedback and to adopt corrective measures. E-resources in the college portal and new books/journals/periodicals in the library support the college's active engagement in curriculum progress.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://www.stcp.ac.in/Curricular_Planning_and_Implementation.php

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

The college academic schedule that follows the university calendar is prioritized by the college staff council. Each Department is required to create a year's worth of action plans and provide correct information about themselves, all of which will be included into the overall academic calendar. There is a Cell (IEC) for ensuring the quality of Internal Examinations and Internal Assessment through Continuous and specific Methods of evaluation. The Second Internal Examination is strictly in keeping with the pattern of the University Examination and is held just before the University Examinations at the end of each Semester. The Principal

closely oversees and directs all internal mark-related activities, including publishing the results internally, sending them to the appropriate Departments, uploading the results, etc. A teacher is assigned the responsibility of overseeing these activities both at the Departmental and Institutional levels. The college has a Grievance Redress System that is only used for Internal Assessment. Club, cell, and association activities are organized well in advance and carried out as effectively as possible. Every year, the IQAC Academic Audit is conducted to guarantee the flawless operation of all departments and other college bodies.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.stcp.ac.in/NAAC Academic calendar.php

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

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

1.2 - Academic Flexibility

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

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

43

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

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

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

21

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

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

571

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

1.3 - Curriculum Enrichment

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

The different programmes offered in various disciplines have incorporated cross-cutting themes pertaining to gender, environment, etc. into the curricula, ensuring the involvement of all Departments. Through the academic programs, students gain the core concepts of overarching issues, as well as their multifaceted academic orientation and social application, throughout their time

in the college Environment Studies and Human Rights have been added to the UG curriculum for the fifth semester in accordance with the new UGC guidelines. For both UG and PG programmes, there are semester-long courses designed to educate students on topics such as Gender Studies, Feminist Criticism, Queer Literature, Renewable Energy, Bioethics, Econometrics, Nationalism and Civic Sense, Human Rights, Environmental Impact Assessment, Ethical Agriculture, Food Technology, Geriatric Ethos, Business Etiquette, Analytical Chemistry, Sports Medicine, Health and Hygiene, First Aid Practices, etc. Teachers and students have published interdisciplinary research papers in scholarly journals and popular periodicals. The college's NSS units participate in cultural and social awareness programs like the Legal Awareness Program for Undergraduates, the Traffic Awareness Program in partnership with the Kerala Police, the Drug Abuse Awareness Program in partnership with the Kerala Excise, and the Covid 19 Awareness Program in partnership with the Health Department.

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

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

36

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

1.3.3 - Number of students undertaking project work/field work/ internships	
654	
File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File
1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
File Description	Documents
URL for stakeholder feedback report	https://www.stcp.ac.in/images/pdf/NAAC/Student%20feedback%20Cor.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.stcp.ac.in/images/pdf/NAAC/Student%20feedback%20Cor.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	

2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
784	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
412	
File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
<p>To identify slow and advanced learners, each Department conducts an entry level test and a personal interview for the newly admitted students and assesses their learning levels by considering three parameters viz. marks of the qualifying examinations, marks in the entry level test and the performance in the interview.</p> <p>Certificate Courses/ Add- on courses</p> <p>All Departments conduct interdisciplinary and socially oriented certificate and add-on programmes of varying duration for different batches during off hours.</p> <p>Teachers Act as Mentors</p> <p>Each member of the faculty is tasked for mentoring a specific number of UG and PG students in order to care for their overall wellbeing.</p>	

Special Classes/ Remedial Classes

Special classes and Remedial classes are conducted on holidays and during vacations.

Aptitude and Placement Training

Students can develop their talents through structured intensive training sessions. Through campus recruiting, a sizable portion of our students have been chosen for various positions in banks, MNCs, etc.

Peer teaching

Peer teaching is promoted at Undergraduate and Postgraduate level for topics related to the curriculum.

Merit Day

Every academic year, a Merit Day ceremony is held to honor students who excel in academic competitions, athletic competitions at the national and state levels, youth festivals, etc.

File Description	Documents
Paste link for additional information	https://www.stcp.ac.in/images/pdf/Special%20Programmes%20for%20Advanced%20&%20Slow%20Learners.pdf
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
2658	129

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

When St. Thomas College, Palai, plans a programme or an activity, the student centric planning is given top. This is one of our prime guiding principles, as evidenced by our student-centric learning processes. Charts, diagrams, power-points, and other study aids corroborate support traditional lectures. For first-hand experiences, field tours, industrial visits and vocational training are organised. Numerous quiz programmes cater to the young academics' inquisitive brains.

The English Speaking Corner, a project of the English Department, is a special activity instilling in all college students a love for speaking English fluently. A green protocol has been developed and implemented by the college. There are arts festivals, competitions for the best graduating student, etc. Alternative outlets for the generation and dissemination of knowledge are provided via demonstration classes and exhibitions. Various festivals of the Department serve as a venue for a carnival of learning. Numerous campus publications including journals, magazines, wall magazines, photo exhibits, etc., inspire students to bring out their hidden abilities. The college celebrates Science Day to foster scientific temperament in students.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://www.stcp.ac.in/images/pdf/NAAC/Student%20Centric%20Methods.pdf

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

The institution keeps a constant eye out for ways to modify the ever-evolving teaching and learning process. The academic world as a whole has undergone a profound upheaval since the introduction of ICT. The College has a well-equipped Language Laboratory and Computer Center. The college performs a sizable percentage of its administrative and academic responsibilities online. Our online attendance system served as a perfect example of this. The Wi-Fi-enabled campus creates a virtual environment favourable to learning. Each Department has a number of technologically advanced classrooms. The interactive boards and projectors in the intelligent classrooms are utilised extensively. Students are encouraged to utilise these amenities when presenting their seminars. In addition to the Computer Centre, the college Library provides students with browsing

options. Teachers and students can use resources like INFLIBNET and N LIST on campus at the MG University Study Centre. Departments manage WhatsApp groups for each class under the direction of the instructor. These organizations operate around-the-clock as interesting platforms. Teachers and students share notes and other study materials, immediate departmental announcements, brief reminders of special classes, assignment subjects, and career counselling, among other things.

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

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

2.3.3.1 - Number of mentors

129

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

2.4 - Teacher Profile and Quality

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

129

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

32

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

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

1240

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

2.5 - Evaluation Process and Reforms

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

Seminars

Students of Semester V and Semester VI Degree batches are asked to prepare different seminar topics, the schedule of which is prepared in advance.

Projects

Topics for the Projects are given to the students in advance and time limit is given. The projects are advised to be syllabus

oriented but other relevant topics are acknowledged too.

Online Assignments

After adequate discussions on assignment topics, students are asked to submit the same online abiding by the green protocol of the college.

Timely valuation

Time bound evaluation and distribution of answer scripts are ensured by the institution.

Students Grievance Cell

The institution has constituted a transparent mechanism consisting of representatives from different levels to address the internal grievances.

Weekly/Monthly Test

These tests are conducted in addition to the internal examinations to keep a consistent performance record of the students.

Evaluation Process

For effective understanding of the evaluation process, faculty members give class-wise/coursewise instructions about the unique features of internal/external evaluation of that course.

Giving information about Internal Evaluation to students

The college prepares an Academic Calendar in line with the University calendar prior to the commencement of the academic year in consultation with the Heads of the Departments.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.stcp.ac.in/Naac_Reports.php

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

St. Thomas College adheres to the academic calendar stipulated by MG

University for the academic year, and conducts Internal and Model examinations on time. The college has a transparent mechanism to address examination related grievances. The Grievances Cell of the college, comprising representatives of the faculty members handles the grievances.

Grievances regarding University examinations are brought into its notice. Most of the grievances are redressed at the teacher level itself. The college has an Examination Cell headed by a senior teacher who acts as the Controller of Examinations. The Department Internal Examination Coordinator makes sure that valued answer sheets are returned within a week with necessary feedback. The distribution of answer sheets is followed by peer discussion and class room analysis.

Results are published on the Notice Boards of each department which facilitates each teacher to know the individual marks of each student of UG and PG level in their respective papers, thus helping them in the overall assessment of the students and in providing timely aid for the weak students.

Collecting feedback from the students creates a sense of belongingness, seriousness and responsibility in their approach towards exams.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.stcp.ac.in/Naac_Reports.php

2.6 - Student Performance and Learning Outcomes

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

All information about the College is communicated to the stakeholders through different media like website, prospectus, handbook and calendar etc. MG University maintains a website which provides POs, PSOs and Cos of every programme/ course offered by it. They are framed by Board of Studies in consultation with experts and discussed in workshops. The College website also provides POs, PSOs and Cos of every programme/ course offered by it. They are prepared by IQAC and teachers in consultation with experts. The various assessment tools for measuring Course Outcomes include- mid-semester and end- semester examinations, tutorials, assignments,

project works, seminars/ presentations, employer/ alumni feedback etc which are monitored by the IQAC. The educational objective of the programme is measured through annual employer satisfaction surveys, alumni surveys, placement records and internal and external audits. The College intermittently evaluates these feedbacks and necessary steps are taken under the IQAC to rectify the drawbacks in POs, PSOs and Cos pointed out by the respondents.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.stcp.ac.in/admin/downloadcenter/policy%20documents.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

ASSIGNMENTS

Assignments submitted by individuals or groups help teachers in the continuous evaluation process.

PROJECTS

Our students bring fresh thinking and innovative approaches in order to achieve real world outcomes.

INTERNAL EXAMINATIONS

Internal exams provide a formative and summative purpose. These exams help teachers in their intermittent assessment of their wards.

ANALYSIS OF EXAMINATION

The statistical analysis of examination results leads to the theoretical formation of teaching evaluation, research and reform. By analysing examination results, in one hand, the teachers can get to know how much knowledge students have obtained.

FEEDBACK COLLECTED FROM PASSING OUT STUDENTS

Students, teachers, parents and alumni play an important role in the evaluation, development and enhancement of the quality of learning

experience. Feedback from students helps the college to evaluate its service policies and to make changes as per stakeholders requirements. The Feedback Process has put an emphasis on the need for involvement of students in the quality assurance of higher education.

SYNOPSIS VIVA FOR UG AND PG

A synopsis viva lets the student ascertain the feasibility of the project or the dissertation. A panel of teachers along with the student discuss the various outcome of the topic.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.stcp.ac.in/attainment_of_Outcomes.php

2.6.3 - Pass percentage of Students during the year

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

651

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://www.stcp.ac.in/Annual_Report_of_the_Principal.php

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://www.stcp.ac.in/images/pdf/NAAC/Student%20feedback%20Cor.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research**3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

15

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

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

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

Incubation Centre

The college has initiated an incubation center to encourage entrepreneurship among locals with the college serving as a focal point. This eco- friendly platform is a converging point among the different stakeholders.

Initiatives of Incubation center/ start up

A natural anti-arthritic oil was formulated by the Department of Bio Chemistry. Neera, the coconut inflorescence sap, is converted into its powder form by scientific methodology, by the Department of Bio Chemistry. Novel hair oil was developed by the Department of Biochemistry under the guidance of Dr.Ratheesh M to prevent premature graying of hair, dandruff, hair fall. Prof. Raju Augustine from the Department of English prepared a traditional Hair oil.Further scientific studies are going on.

Collaborations/Linkages

Department of Bio Chemistry collaborated with few prestigious institutes like IISc (Bangalore), Drug standardization Unit (Thiruvananthapuram), Govt. Ayurveda College (Thiruvananthapuram) in the formulation of anti-arthritic oil. After the successful presentation the anti-arthritic oil, Glowderma a multi-national firm has agreed to proceed with its further clinical trials and signed anMoU with the Department of Biochemistry and also sanctioned a project. Collaboration of Department of Bio-Chemistry with akayflavors, a multinational company has agreed to fund a formulation of Neera and help to obtain its patent.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.stcp.ac.in/Incubation_Centre.php

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

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

7

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

15

File Description	Documents
URL to the research page on HEI website	https://www.stcp.ac.in/rsrch_welcome.php
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

40

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

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

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

10

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

St. Thomas College actively participates in neighbourhood outreach initiatives. These programmes aim to make the pupils aware of social and economic issues while also promoting the overall growth of the community. The following is a list of some of the activities from the previous five years:

Tuition classes: Students from our college provide low-income school students with free and regular tuition classes. Children who qualify are chosen and paired with our college's top students, who study with them for a whole semester. The most popular tuition subjects are English and mathematics.

Visits to special needs care facilities: On Fridays, our day scholars give meal boxes to the 200-person rehabilitation center Mariasadanam. On local and national holidays, our students visit inmates of rehab centers, nursing homes, and homes for the needy as part of volunteer work organized by various organizations. Additionally, many performances are presented by and for students.

File Description	Documents
Paste link for additional information	https://www.stcp.ac.in/Campus.Club.Extension_Activities.php
Upload any additional information	View File

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

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

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

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

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

45

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	No File Uploaded

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

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

4250

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

3.5 - Collaboration

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

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

38

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The College has a Computer Lab with 84 computers that are all set up with licenced software. It has a Language Lab with software that will help them improve their language skills. The college library has a lot of books, research journals, and other publications. The Laboratories of Chemistry, Physics and Botany are both well-equipped. The Statistics Department has its own computer lab. The college library is well-stocked with books and online resources. The campus also has a University Study Center with a good collection of reference books, e-journals, and other paid services. On campus, the College has the Christu Raj Hostel for male students, the Philip's Hostel for guests and teachers, and a staff quarters. There is a sports hostel on campus for people who play sports. The campus also has a lot of space for fun and relaxation. The college has a canteen where students and staff can get good food at a price they can afford. On campus, there is a Chapel where people can pray and think. The Bishop Vayalil Seminar Hall has 2100 seats and is air-conditioned and well-furnished. It is part of the Indoor Stadium Complex.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.stcp.ac.in/Resources.Infrastructure.php

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

Our College has a very lush green playfield which is being used as 400m athletic track, football field, one volleyball court, 5 a side football field, walkers lane, and cricket ground. The entire playfield is well maintained and remains green throughout the year.

International standard swimming pool

Our Institution is credited very high in addressing the social issues; we also impart survival swimming to its students of this institution and to students other educational institutions as well as public.

Multipurpose Indoor training hall

State of the art wooden flooring (tongue and groove system) is ideal for the conduct of competition in badminton, basketball, table tennis, volleyball, netball. The Indoor Stadium Complex also accommodates an air conditioned Bishop Vayalil Seminar Hall with seating capacity 2100.

Jimmy George Stadium

We have an excellent outdoor stadium for Volleyball and Basketball with a seating capacity of 3000.

Gymnasium and Open gymnasium:

We have a separate block which is maintained as a well-equipped Gymnasium and have separate space for aerobics, yoga, wrestling & judo. We also have a well equipped open gymnasium.

Tennis Court

We have two well-maintained clay courts for Tennis with wired fencing. The approx. area of the tennis court is 13200sqft.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.stcp.ac.in/Resources.Infrastructure.php

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

55

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.stcp.ac.in/Resources.ICT_Facilities.php
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

549.73010

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The college library is well-appointed. It is a four-story structure with ancillary facilities. The library has been automated with KOHA. There are separate Reading, Reference, Undergraduate, and Graduate sections in the library. The Library is open daily from 9 a.m. to 5 p.m., excluding Sundays and other office holidays. The library has around ninety thousand books, magazines, journals, CDs, newspapers, theses, dissertations, monographs, previous years' examination papers, bound volumes of journals and periodicals, and other electronic resources. The library offers specialised services such as photocopying, e-library searching, book reservations, INFLIBNET, the N- LIST application, etc. The books have designated parts for

WWS, SSP, NET coaching, remedial studies, Civil Service test, FIST, and career counselling. Faculty, students, and research scientists have access to the facility. In addition, the Study Centre offers a help desk for the Single Window admission procedure for UG and PG programmes. Each faculty member is assigned a unique user name and password. The library is equipped with WiFi. The library appropriately recognises Readers' Day and other significant days. Typically, book displays are organised with the assistance of language departments to mark these days.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.stcp.ac.in/Resources.Library.php

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

A. Any 4 or more of the above

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

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

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

2.15

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year**

170

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The College has always been adding to its IT facilities to keep up with changing trends in education and to meet the needs of students who are tech-savvy. The Institution has a well-kept website where people can find out about events and activities going on in the College. Students can use the Center's services, such as scanning, printing, photocopying, and so on. The College has a Language Lab right next to the Computer Center. It has audio-visual equipment and software for teaching and learning languages. Students from all programmes go to the Language Lab to improve their ability to talk to other people. There are also software programmes made just for beginners. All of the Science departments have their own computer labs or other places where computers are used. The current system, which is partly automated, was put in place in 2017. The office has several computers, a photocopier, a desktop printer, and a machine for making ID cards. The whole campus has Wi-Fi, so all of the departments have access to the internet. For all of its IT needs, the College depends on a number of network providers with the fastest speeds.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.stcp.ac.in/Resources.ICT_Facilities.php

4.3.2 - Number of Computers

289

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The college maintains its facilities using the funds procured from various Government and other agencies, Management and the PTA. The college maintains a 250 KW HT transformer in the campus. The power requirement is partially met through a solar power station installed in the campus, generating 17 KW power. The college has four high speed-internet connections. The college has established three water reservoirs. There is also an Open Gymnasium in the campus. A

Swimming Pool with a capacity of 18 lakh litres is regularly purified by sand filters and the pH level is maintained between 7.2 and 7.5. The Sports Complex also houses a fully airconditioned auditorium spanning 15000 square feet area with a capacity of 2000 conducive for conferences and seminars. Two study centres, one of the IGNOU and the other of the M.G. University are functioning in the college. Statutory maintenance and utilization of library resources are ensured. An executive class, fully air-conditioned seminar hall with a seating capacity of 180 is taken care of by a technician who looks after its audio visual, Lecture Capturing and video recording facilities. The college provides well-furnished and maintained hostels for staff and students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.stcp.ac.in/Resources/Infrastructure.php

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

801

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

108

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to Institutional website	https://www.stcp.ac.in/Skill_Enhancement_initiatives.php
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

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

210

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

320

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

80

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	No File Uploaded

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

5.2.2.1 - Number of outgoing student progression to higher education

125

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

22

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

during the year

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

86

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The Institution ensures the active participation of students in the effective governance of the College through the Students' Union, various other associations, clubs and forums. The College Union is formed by election held in the parliamentary mode in accordance with the guidelines of Lyngdoh Committee, Government of Kerala and Mahatma Gandhi University. The College Union Executive Committee is composed of Chairman, Vice-Chairperson (reserved for women), General Secretary, two University Union Councilors, Arts Club Secretary, College Magazine Editor and two Lady Representatives. The Union organizes various extra and co-curricular activities for students. Each Department of the College has an Association to co-ordinate various student activities. A member of the faculty is given charge of the association. A President and a Secretary with an Executive Committee to assist them are elected for organizing the activities of each association. National and religious festivals like Onam, Christmas etc are celebrated with a spirit of unity and amity. The NCC (Army and Navy wing), the NSS and other national level voluntary organizations function very effectively in the College. Students at all levels are eligible to join these organizations engaged in grooming the youth of the country into disciplined, socially oriented and patriotic citizens.

File Description	Documents
Paste link for additional information	https://www.stcp.ac.in/Campus.CollegeUnion.php
Upload any additional information	No File Uploaded

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

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

45

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

On November 11, 1999, the St. Thomas College, Palai Alumni Association was founded with the goal of fostering networking and engagement among the school's graduates. Since its establishment, it has been effectively achieving its goals and objectives, growing over time to become an association in its own right. The Alumni Association has instituted an endowment fund to gratefully acknowledge the services of the founding fathers of the college. The Alumni debate forum organizes debates on every first Saturday at the HRD centre. An All Kerala Quiz Competition for the Undergraduate students is conducted every year by the association. It helps in the intellectual development of the students. The association is having different chapters abroad such as Kuwait Pastcos, Bahrain Alumni Association, Doha Alumni Association etc. All the students who have

passed out from this college are members of the association. Members of the alumni who are academicians visit the college and deliver lectures to the students on various occasions. The Alumni Association of our college plays a vital role in shaping the future of our college by representing the views of its members, contributing to the infrastructure and other student facilities.

File Description	Documents
Paste link for additional information	https://www.stcp.ac.in/Campus.Alumni.php
Upload any additional information	No File Uploaded

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

A. ? 5Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

St. Thomas College Palai is an institution of higher learning that shapes students' futures via the efficient cultivation and channeling of their human potential. The College has a solid academic history dating back around 72 years. The College is now recognized as a model college both in the state and across the nation thanks to effective leadership.

Vision of the College:

To create a centre of excellence through the formation of young people empowered to create a bright future for themselves and others, irrespective of caste or creed, religion or language through dissemination of knowledge, skills and noble values.

Mission of the College:

To inculcate the students with faith in God, love for their fellow-men and devotion to motherland by rendering moral, religious, intellectual and physical instruction. To empower the students with

deep knowledge and awareness of current developments in their chosen subjects of study.

To equip the students with skills necessary to achieve success at the highest level in a competitive world.

To assist the students in developing a sense of personal worth, social consciousness, emotional maturity, and loyal citizenship.

To encourage scholarship and research, especially in locally relevant yet globally acceptable areas.

File Description	Documents
Paste link for additional information	https://www.stcp.ac.in/vision_and_mission.php
Upload any additional information	View File

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

St. Thomas College, Palai, which was founded and is administered by the Diocese of Palai, is a minority institution that adheres to the democratic principles of decentralisation and participatory administration in its entirety. In addition to its fundamental objective of academic empowerment, these institutional tenets promote the multifarious growth of all its stakeholders in a clear and visible manner. These ideas are incorporated into the administrative mode and operational structure of the organization's fundamental design. Our college has been designated as a College with Potential for Excellence (CPE) as a result of its improved teaching and research via creative use of human and physical resources, making it eligible for the funds allotted to such institutions.

Department-wise Open Houses in the presence of the Principal/ Vice-Principal are convened. Students are able to provide verbal and written feedback which was codified and categorised. These are followed by Department level meetings where the student feedback and the suggestions by the teachers are codified and Department level priorities set. The suggestions and priorities from all the departments are discussed in detail at the Council meetings. The Council thus identifies the college level priorities taking into consideration the department infrastructural necessities.

File Description	Documents
Paste link for additional information	https://www.stcp.ac.in/organogram.php
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

In order to fulfill the deadline for project implementation, the college administration has chosen to employ a unique project to showcase its administrative skills and utilize the institution's internal resources. The college, which caters to the needs of students who are primarily from rural backgrounds, has achieved its dream project of an integrated sports complex and swimming pool. This adds prestige to the college.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.stcp.ac.in/Strategic Plan Deployment Documents.php
Upload any additional information	View File

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

The Bishop of Palai Diocese is the Patron of the college. Presently the Administrative Head of the College is the Manager. The Manager is the appointing authority and hence oversees its activities. He visits the College regularly and interacts with teachers, supporting staff, students and other stakeholders. Major Policy decisions of the College are taken in the meetings of the Managing Board. The Managing Board consists of eminent academicians and administrators- especially educational administrators, industrialists etc. The Principal is the academic and administrative authority of the College in the day to day affairs, who is assisted by the Vice Principal, Bursar, Staff Council and IQAC. The IQAC members are selected from teaching staff, supporting staff, students, alumni, industrialists etc. Regular IQAC meetings are conducted to discuss issues related to quality improvement. The infrastructural

development of the institution is carried out by a committee headed by the college Bursar. The College Council consists of the Principal, Vice-Principal, Bursar, IQAC Co-ordinator, Heads of the Departments, Librarian and three elected teacher representatives. All the policy decisions/changes of the college are implemented taking the College Council and IQAC into confidence. The IQAC suggests/monitors quality initiatives to the Managing Board.

File Description	Documents
Paste link for additional information	https://www.stcp.ac.in/admin/downloadcenter/policy%20documents.pdf
Link to Organogram of the institution webpage	https://www.stcp.ac.in/organogram.php
Upload any additional information	No File Uploaded

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 inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The Management is ever ready to provide optimum facility to the faculty.As a result their accommodation needs are taken care of. The campus has two staff hostels offering lodging at a subsidized rate.

The college has two welfare associations for the financial well-being of the teaching and non-teaching staff:

(i) St. Thomas College Staff Co-operative Society, Ltd. No. K-434

Major functions of the society include granting of loans, accepting deposits and conducting group deposit and credit schemes. It is run by a Board of Directors elected from among the members of the staff of St. Thomas College, Palai, Alphonsa College, Palai and St. Thomas College of Teacher Education, Palai. The society also offers scholarships to the children of its members, who excel in various University/Board examinations as well as sports and cultural activities.

(ii) St. Thomas College Co-operative Society, Ltd. No. K-4175

The society, under the presidentship of the Principal, owns and operates a Bookstall and a Canteen. Meals and refreshments are provided at subsidized rates.

The college offers a number of facilities to maintain and improve the health of its stakeholders. The college conducts regular health check-up campaigns, Yoga classes, meditation sessions, Psycho somatic wellness classes etc.

File Description	Documents
Paste link for additional information	https://www.stcp.ac.in/Welfare_Associations.php
Upload any additional information	No File Uploaded

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

15

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

5

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

32

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The organization maintains its unwavering quality standards by regularly evaluating its human resources using the performance appraisal process. The evaluation procedure is built upon the yearly meeting with the institution's manager. A Teacher Performance Record (TPR), which acts as a journal of daily evaluations, must be kept by each member of the teaching staff. These records, which are properly checked by the Department Heads, are delivered annually for the Principal's evaluation. The faculty members are asked to submit it to the Manager at the time of promotion. During the times of feedback, the students evaluate the performance of the teachers. The evaluations gathered in this way are assembled, and the combined product is given to the teachers in secret. In accordance with the University's vision and goal, each Department likewise develops a vision, mission, and action plan. Each faculty member is encouraged by the institution to participate in co-curricular, extension, professional development, and other teaching-learning and evaluation-related activities. The Principal and the Manager play key roles in the institution's evaluation and assessment process for its non-teaching employees as well.

File Description	Documents
Paste link for additional information	https://www.stcp.ac.in/Best_Research_Paper_Award.php
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

There are external financial audits of all the financial activities of the college by the Government agencies of the Government of Kerala - Deputy DCE, Kottayam, DCE and the Accountant's General's Office, Trivandrum every year. The receipts, bills and vouchers, payments statements of income and expenditure, and the utilization certificates of the institutional projects and those sponsored by other agencies are consolidated and audited by registered chartered accountants on an annual basis. They verify all the documents including the bills and vouchers, asset registers, cash books and ledgers, Library registers, log books etc. The college is asked to provide additional documents as and when doubts arise or

clarification is needed on the documents submitted. The college has an internal audit mechanism too for a preliminary audit of all the financial matters. This is taken care of by a team of teachers and administrative staff. The audit team visits each department on the scheduled date. The HODs are asked to prepare their Departments with the help of their colleagues to undergo internal audit. The internal audit team checks PTA funds and other income and expenditure reports. Objections if any are asked to be rectified within the stipulated time.

File Description	Documents
Paste link for additional information	https://www.stcp.ac.in/images/pdf/NAAC/Financial%20Audit%20Reports.pdf
Upload any additional information	No File Uploaded

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

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

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

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

The UGC provides the majority of its financial resources in the form of UG and PG grants. The organisation has always pushed its academics to engage in many research initiatives in partnership with other organisations like the UGC, DST, CSIR, DBT, ICSSR, etc. The money raised as a result of this is a significant economic source as well. The college has been using its RUSA portion for a variety of purposes. The Integrated Sports Complex was built with the financial aid of the UGC as well as public funding raised through membership. The college is always willing to accept the alumni's financial

assistance. The college also depends on MP and MLA funds for the improvement of its infrastructure. The institution takes great care to use these acquired financial resources as effectively as possible. The college has an annual financial strategy to ensure that resources are used as effectively as possible. The Bursar, Principal, Vice-Principal, IQAC Coordinator, HODs, Administrative Assistant, PTA Executive Members, etc. make up the Planning Committee. The institution's economic policies are mostly decided by the Managing Board. The institution conducts frequent internal and external audits, which attest to its financial openness.

File Description	Documents
Paste link for additional information	https://www.stcp.ac.in/Resources.php
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

In order to keep a consistent track of the institution's academic output and to gauge its level of conformity to the quality criteria prescribed by the NAAC, the college conducts frequent academic audits- both institutional and Department-wise. At the request of the IQAC internal and external audits are customarily undertaken to intermittently retrospect the college's intended outcome in a transparent way, the former being monitored by the authorities of the institution and the latter under the guidance and feedback of an external expert.

In conformity with the democratic principles enshrined in the vision of the college, Open Houses are convened. They act as an interactive platform for the students to air their suggestions and grievances. These student-centric exercises are undertaken department-wise in the presence of the authorities concerned. As the name suggests, the students are free to express their assessment of the institution verbally. A written feedback is also collected from the students based on which requirements are prioritized. These requirements are discussed in detail at the IQAC and the College Council before key decisions are made. In consultation with the academic and administrative bodies the institution takes steps to meet the student requirements. The various audits conducted in the institution also look into the effectiveness of the Open House system as a student-centric evaluative mechanism.

File Description	Documents
Paste link for additional information	https://www.stcp.ac.in/images/pdf/NAAC/Major%20Quality%20Reflectors.pdf
Upload any additional information	View File

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

The college regularly conducts academic audits-both institutionally and departmentally-in order to keep track of its academic output and determine how closely it adheres to the NAAC's quality standards. A team made up of the Manager, Principal, Vice-Principal, Bursar, and IQAC Coordinator conducts the internal academic audit.

The external audit is carried out by a team that includes members of the NAAC Peer Team, principals, IQAC co-coordinators, and other esteemed academics. The Departments get ready for the external audit after addressing the issues brought up in the internal academic audit. Both these audits assist the institution in maintaining the high standards of quality demanded by the UGC and other agencies.

Open Houses are held in accordance with the democratic ideals embodied in the college's mission. The Principal, Vice Principal, Bursar, IQAC Coordinator, Head of the Department, and teachers from the pertinent Departments are present when these student-centered events are conducted departmentally. Each Department is required to submit its annual proposal at the start of the academic year, which serves as the foundation for constructing the institution's academic calendar. Periodic staff meetings are planned to ensure that the department is adhering to the recommended schedule.

File Description	Documents
Paste link for additional information	https://www.stcp.ac.in/NAAC_Feedback.php
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	A. All of the above
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File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

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

The college is constantly conscious of the pressing issue of gender equality. The institution is concerned about women's issues, and as a result, gender sensitivity is instilled in students and faculty members through numerous organisations and cells that run gender-sensitization programmes. Women's Forum, Anti-ragging Cell, Prevention of Sexual Harassment Cell, and other Gender-Sensitive Organisations exist.

Gender sensitization programmes are held in the College on a regular basis. The College employs an open and transparent selection process that is solely based on merit, regardless of gender. The majority of the seats are available through a single-window arrangement. A dedicated Common Room for female students has been built, complete with resting facilities. Female pupils who experience any form of ailment or anxiety during class hours are escorted to the Common Room by a female teacher. Female students have their own common room, which offers them with the essential first aid.

File Description	Documents
Annual gender sensitization action plan	https://www.stcp.ac.in/Gender_Sensitization_Action_Plan.php
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.stcp.ac.in/Campus.Club.Womens.php

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

A. 4 or All of the above

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

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

Solid waste management

Solid waste is collected and separated into two distinct containers designated for glass, metal, and miscellaneous wastes. Our solid waste management approach is centred on the reduction, reuse, and recycling of materials. Organically grown medicinal plants and other trees are nourished with vermicompost made from bio-waste. Vermicompost is created on campus from bio-waste as organic fertiliser for the plantations, with the explicit goal of promoting trash recycling and spreading the practice of organic farming. Additionally, the institution has established a biogas plant.

Liquid waste management

The College adheres to a strict green protocol of liquid waste disposal in its laboratories. The liquid waste generated in the campus include Sewage, Laboratory, Laundry, hostel and canteen

effluent waste.

E-waste management

All Electronic waste-CPU's, Hard disks, Laboratory Equipment scrap - is sent to the market for sale. The cartridges of printers are refilled. The college also encourages the use of refill inkjet cartridges and laser toners. The monitors have been upgraded to power efficient LCD from CRT ones. UPS batteries are recharged and repaired by the suppliers. Minor repairs are set right by the laboratory assistants.

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

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

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

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	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 socioeconomic and other diversities (within 200 words).

The college makes a special effort to instill these ideals in its stakeholders. The institution's visionary founders incorporated democratic values of cultural, regional, linguistic, and communal harmony into its constitutional structure. According to university policies, the single window system is used to administrate admission to UG and PG programs. Special reservations are available for SC, ST, and other underprivileged groups. Additionally, based on cultural and athletic quotas, seats are set aside for students. For the admission of students from Lakshadweep, a unique rule is devised. The college gives economically underprivileged students special attention and has put in place a number of programs to ease their absorption into society.

The college's NCC and NSS units frequently organise various programmes to promote social inclusion, cultural harmony, and national integration. The NCC unit honours June 21, the international Yoga day, with an emphasis on Psychosomatic Wellness, the college's best practice. On significant days, the NSS Unit organizes rallies.

In an effort to instil social and humanitarian ideals in its pupils, the institution has adopted a portion of Mariasadan, a shelter for the homeless in Palai.

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

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

constitutional obligations: values, rights, duties and responsibilities of citizens

The foundational principles of the institution resonate with the fundamental rights and duties enshrined in the Constitution of India. Besides being truthful to the perennial constitutional values of liberty, equality and fraternity, the college makes its stakeholders ever abide by the same.

The college has an Election Literacy Club that operates under the direction of the Department of Political Science. This club's goal is to raise student awareness of the election process and familiarise them with the protocols of any election.

Courses relating to the Indian Constitution are included in the curriculum of the college's various programmes. Understanding India: Reflections on Indian Polity, Secularism, and Sustainable Development was the title of the fourth semester Common English Course. In the fifth semester of the undergraduate curriculum, the Political Science Department provides Human Rights as an Open Course. As required by the UGC, all UG Programmes in the college offer an Environmental Studies and Human Rights Course.

Admissions to Undergraduate and Postgraduate programmes are handled through a single window system with different reservation quotas.

An active Women's Forum at the college informs students about gender equality and the dangers of harassment. To understand about their legal rights, students—especially female students—attend legal help programs.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	https://www.stcp.ac.in/Sensitization to Constitutional Obligations.php

<p>7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff</p> <p>4. Annual awareness programmes on Code of Conduct are organized</p>	A. All of the above
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File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

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

The college takes utmost care to uphold nationalist, democratic, secular and patriotic values envisioned in the constitution of India. In order to instil these values in the students the college observes days of national importance with due reverence and care. World Environment Day In concurrence with the institutions green protocol the college observes this day spreading the message of an eco-friendly existence. World Blood Donor Day The college has a wide database of students willing to donate blood. Vayana Dinam (Reading Day) Vayana Dinam is duly observed in the college. International Day of Yoga The college NCC unit observes the World Yoga Day.

Independence Day It is observed with due reverence. Teachers' Day Department wise Teachers' Day celebration is held uniquely. Ozone Day The NSS organises the Ozone Day observance by conducting rallies by spreading green messages.

Gandhi Jayanthi In solidarity with the message of cleanliness by the Father of the Nation the college conducts an exclusive cleaning drive of the institution. Human Rights Day The Department of Political Science organised a series of talks thematically centred on human rights. Republic Day Besides the customary Republic Day parade by the two NCC wings the institution.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

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

BEST PRACTICE - 1Promotion of Psychosomatic Wellness Objectives of the Practice

- Promotion of psychosomatic health for all is a need of the time.
- A comprehensive health programme targeting not only the staff and students of our college but also the local residents who can benefit from the programme.
- Inculcate eco-friendly habits and a healthy lifestyle among staff/students and the public.

The Context The aim can be reached effectively through various stages including counselling for staff/students, regular health check-ups and training for various sports.

BEST PRACTICE - 2Value Education and Career Development Objectives of the Practice

- Inculcate moral and ethical values into the life of all students by imparting moral/value education classes throughout

the academic year.

- Provide students different opportunities to practice the social values they acquire from the value education classes.
- Make students aware of the career opportunities available for them after the current as well as higher education in their respective fields.

3. The Context Our academic community is a cross section of the entire society. The college, from its inception, is keen on imparting values to the students. 4. The Practice As part of value education, moral classes are conducted every year.

File Description	Documents
Best practices in the Institutional website	https://www.stcp.ac.in/Modus_Operandi.php
Any other relevant information	https://www.stcp.ac.in/Modus_Operandi_Photo_Gallery.php

7.3 - Institutional Distinctiveness

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

When the college was established in 1950 on the banks of the River Meenachil with the collective effort of the agrarian population of central Kerala, its visionary founders had great expectations of making it a cultural centre of learning and holistic living. True to its foundational vision of equipping the students to venture out into the competitive world, the college through seven decades of uncompromising journey has grown into a pioneering institution offering 18 under graduate programmes, 15 post graduate programmes and 10 research centres. The augmentation of the infrastructural facilities took a different dimension with the construction of the Integrated Sports Complex with an adjoining Olympic Standard Swimming Pool. Members of the faculty play vital roles as chairman and members of various Boards of Studies, Expert Committees, panels of question paper setters, examination boards, syllabus revision and restructuring committees. We provide service as a mentoring institution for helping NAAC non- accredited under the scheme "Paramarsh". St. Thomas College Palai through seventy years of its pledged commitment to the society in general and the academic world in particular has served generations without diluting its primary vision.

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

7.3.2 - Plan of action for the next academic year

1. Initiative towards implementation of NEP
2. More resource allocation/mobilization for research promotion
3. To implement innovative pedagogical methods
4. To enhance MoUs and linkages with institutions with National and international repute
5. Organize an orientation programme for our own administrative staff and staff of neighboring colleges.
6. Arrange session of online teaching plat forms for the benefit of teachers Organize training programs on OBE and Blooms Taxonomy for the faculty
7. Complete the construction of buildings under RUSA Scheme
8. The college is on the way to Autonomy. Re-submit the proposal.
9. Enter into more MoUs, tie-ups, exchange programmes and potential sharing with reputed institutions/Universities.
10. Strengthen the ongoing research work in the college.
11. Apply for more research projects.
12. Strengthen the UG/PG teaching, learning and evaluation processes to improve the results/higher studies/placements, scenario of the college.