



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution		ST.THOMAS COLLEGE,RUABANDHA BHILAI
Name of the head of the Institution		Dr. M. G. Roymon
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		07882275970
Mobile no.		9425238388
Registered Email		stthomascollege_bhilai@rediffmail.com
Alternate Email		stcbhilai_principal@yahoo.com
Address		New Ruabandha Sector, Risali
City/Town		Bhilai, Durg district
State/UT		Chhattisgarh
Pincode		490006
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	Dr. Vinita Thomas
Phone no/Alternate Phone no.	07882290755
Mobile no.	9826132880
Registered Email	stthomascollege_bhilai@rediffmail.com
Alternate Email	vinita.thomas63@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.stthomascollegebhilai.in/AQAR/STC-AQAR-2015-16.pdf
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4. Whether Academic Calendar prepared during the year

Yes

if yes, whether it is uploaded in the institutional website:
Weblink :

https://www.stthomascollegebhilai.in/Acad_calendar/stc-acad-16-17.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B++	81.55	2006	02-Feb-2006	15-Sep-2011
2	B	2.62	2011	16-Sep-2011	15-Sep-2016
3	B++	2.77	2017	30-Oct-2017	29-Oct-2022

6. Date of Establishment of IQAC

20-Sep-2006

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Induction Ceremony For First Year Students	21-Jul-2016 1	85
Medicinal Plant Distribution by Botanical Association	26-Jul-2016 1	64
Workshop on Maintenance & Repair of Laboratory Instrument	01-Aug-2016 7	23
Hindi Diwas	17-Sep-2016 1	64
Surraaj Abhiyan, Chief Minister	03-Aug-2016 1	6
Training on Self Defence Training	15-Sep-2016 1	120
Basics of Computer training for Non Teaching Staff	13-Oct-2016 3	4
Panel discussion on Sexual Harrasment Prevention and Law By CPOSH	18-Nov-2016 1	263
Workshop on Documentary and Short Film Making	12-Nov-2016 1	28
Workshop on Photography and its Technical Aspects	19-Nov-2016 1	25
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NA	NIL	2017 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
<ul style="list-style-type: none"> • Certificate Course in Communicative English started • Environment Audit Conducted • Initiative to establish collaboration with Covenant Centre for Development , Madurai and Bhilai Steel Plant • Workshop on Maintenance and Repair of laboratory Instruments for both faculty and students • Workshop on Research Methodology, Statistics and SPSS 	
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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	
Plan of Action	Achivements/Outcomes
Faculty Development Programme	<p>? 7 day workshop on Basics of Computer for Nonteaching staff ? Workshop on Research methodology, Statistics and SPSS ? 17 faculty attended staff Training conducted by other institutions. ? Cashless Transaction training given by SBI ? 2 Medical Checkups conducted ? 7 day Workshop on Maintenance and Repair of Laboratory Instruments by WRIC Mumbai ? 2 day Training for trainers was organized by TISS Mumbai</p>
Student Development Programme	<p>? STAP was conducted for weak and advanced learners on a regular basis following a scheduled time table. ? Different associations and clubs conducted 8 workshops, 9 guest lectures, 4 quiz programmes, Spell Bee Contest under the aegis of Language Forum, 5 seminars and 11 other competitions were organised for students to enhance their overall development. ? Workshop on Personality Development ? Communicative English Classes organised in two sessions ? Sports activity- Student from various streams participated and represented the college, University, Zone, National and International levels. ? Cultural Activities organised and KalapratibhaSamman was awarded ? Sardar Vallabh Bhai Patel Birth Anniversary</p>

	<p>was celebrated. ? Mar Theodosius Memorial Cup: State Level</p> <p>Intercollegiate Basket Ball tournament</p> <p>? SwachataPakhwarawas organized for a fortnight ? Swachata Abhiyan-Campus cleaning was organised along with various competitions like slogan making, Poster, Painting Essay and Best out of Waste. ? Street Plays organized to create awareness on social issues. ? Cashless Transaction training given by SBI ? Qaumi Ekta Week celebrated ? Youth day was celebrated to commemorate the birth anniversary of Swami Vivekananda ? NGPE organised by the Dept. of Physics and Electronics ? Extension Activities done at Department levels ? Spoken Tutorial IIT Mumbai Project for ICT ? Interdisciplinary activities organized ? 2 Medical Checkups conducted ? Cashless Transaction training given by SBI</p>
Audit	<p>? Internal and external department audit was done in the month of May and reports were discussed with each department. ? Environment Audit was conducted</p>
For Research and Publications	<p>? 32 Research papers were published in various National and International peer /non peer reviewed and e journal</p>
Industry interactions and field trips	<p>? The Department of Botany organised field trip in order to study the medicinal plants ? Study Tour was organized to NEERI, Nagpur was organized by PG Dept. of Botany ? The Department of Microbiology organized Educational trip to e biologicals and Dupont, Hyderabad ? The Department of Zoology organized Educational Trip to Nandavan "Jungle Safari" ? The department of Chemistry organized Industrial Visit to Sugar Factory, Kawardha. ? Educational tour for all discipline was arranged by the college.</p>
Feedback from stakeholders	<p>? Manual feedback of students, parents and alumni were taken and analysis of the same was conducted. Results were discussed with the Management.</p>
SWOC	<p>? SWOC Analysis of the departments and College was administered by the IQAC</p>
<p>View File</p>	

14. Whether AQAR was placed before statutory body ?	No
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<p>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</p>	<p>No</p>
<p>16. Whether institutional data submitted to AISHE:</p>	<p>Yes</p>
<p>Year of Submission</p>	<p>2017</p>
<p>Date of Submission</p>	<p>21-Mar-2017</p>
<p>17. Does the Institution have Management Information System ?</p>	<p>Yes</p>
<p>If yes, give a brief description and a list of modules currently operational (maximum 500 words)</p>	<p>The Management Information System is used effectively to carry out various tasks of the College. The College has installed 10 mbps bandwidth to conduct various operations at office and Department level. The college is emphasizing on paperless work and focusing on Information Management System. The Admission Process at the college level is both online and offline. The data of the students taking admission is maintained in the office. The college encourages digital transactions. Students have the facility of online fees payment. Hostellers also have access to online payment facility. Examination forms are filled online by the students. Practical Exam details and marks are filled online by the respective Departments. All notices related to examination and other activities of the college are uploaded on the college website. Information regarding IQAC, Academic and Governing Board meetings is uploaded on the college website. The college has a biometric system to keep records of the attendance of the Teaching and Non-teaching staff. Casual and Earn leave records are maintained. The library is fully automated and uses an integrated multi-user library management system. Wi-Fi facility is available in the college. Students can access the internet facility in the digital library for reading study materials. Systems in the computer labs and departments are loaded with required software ready for operation. The data of the feedback taken from students and Parents is maintained in the office.</p>

.Wifi enabled ICT rooms are available in the college which plays a catalytic role in enhancing Teaching learning process.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

• Our college adopts a curriculum as provided by Hemchand Yadav Vishwavidyalaya, Durg to which it is affiliated. The college has an effective curriculum delivery and documentation mechanism for effective implementation of curriculum. Towards the beginning of the academic year principal of the college conducts meeting with various heads of the department to develop strategies for curriculum delivery which is obtained through the following mechanism.

- Academic Calendar which is prepared at the beginning of the academic year giving clear indication of non-academic activities, holidays etc. helps the faculty to deliver curriculum on time.
- Teaching Plans are made by each faculty before the commencement of each term for teaching the subject. It details out the number of lectures in each week and total number of lectures allotted for the subject. Subject-wise teaching plan is uploaded in the college website.
- Academic Diary is prepared by each faculty teaching the subject and is signed by the Head of the Institution as well as the Head of the Department and necessary corrections are made in case of need
- Regular departmental meeting is held for interaction with subject teachers for coordination. which are maintained in the department meeting register.
- A system of appointing class coordinators in each class who is normally a topper student in that class is practiced with an intention of back checking the curriculum delivery.
- Student Feedback forms are designed to collect student opinion regarding curriculum delivery form each department which are discussed in Departmental Meeting. Also heads of the Department, through informal interaction with the class coordinators gather information about the progress of curriculum delivery.
- Book bank facility in library provides course materials for reference and study to students which are to be returned after the final examination
- Participation of both teachers and students in the departmental forums and associations like Zeitgeist, Comzenith, The Wizard etc. are held which include many activities like paper presentations, seminars, workshops, competitions, lectures and quizzes to enhance the subject knowledge throughout the academic year.
- Three-unit tests, half yearly and model exams are conducted to test the impact of curriculum delivery in all programmes
- In addition to the regular subject classes, the college also organizes special lectures by inviting experts from various fields to share their knowledge with the students. The college supports and facilitates its faculties to participate in seminars, workshops and conference held by various institutions. Also, it encourages its faculty members to participate in orientation/refresher course and faculty development programs to improve their teaching practices.
- Furthermore, for effective curriculum delivery, revision classes are conducted by each department along with the provision for special/ remedial teaching for slow learners for different subjects.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
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National University Student's skill development (NUSSD) programme	NIL	15/07/2016	90	Yes	Yes
Short term Certificate programme on Communication Skill	NIL	05/09/2016	20	Yes	Yes
Spoken Tutorial IIT Bombay Certificate Course	NIL	30/01/2017	90	Yes	Yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NIL	Nil

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

	Certificate	Diploma Course
Number of Students	238	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Promoting Mental Health and Adjustment	16/07/2016	85
Motivational Talk on Success Mantras	21/07/2016	90
To develop home garden of medicinal plants	26/07/2016	41
Guest Lecture on Careers in Management	28/07/2016	50
Maintenance and repair of laboratory instrument	01/08/2016	31
Awareness Programme on Mental and physical impairment due to Drug abuse	10/09/2016	76

Know Your Entrepreneurial Skills	21/09/2016	104
Identifying communicative blockages: Psychological constructs	21/09/2016	103
Awareness Programme on Women Help Line Number and Workshop on Self Defence	04/10/2016	120
Debate on the topic - Digital India	09/11/2016	50
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	Project	51
BA	Field Work	33
BEd	internship	75
BSc	project	12
BCA	project	18
MCom	project	29
PGDCA	project	27
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>In order to maintain quality consistence and quality enhancement measures, IQAC designs and collects the feedback physically from Students, Parents, Teachers and Alumni on Curriculum delivery. Student's feedback is filled by both UG and PG Students. Feedback is designed to evaluate thevarious aspects of the college including office, canteen, laboratory, library, sports complex, administration and academics. These feedbacks are summarized and conclusions are drawn. Based on the feedback further decisions for improvements are made. The different areas where improvements are required are discussed in respective committees/departments. The proposals given by different committees and departments are discussed in the Governing Body of the college for necessary action. Strengths of the college are also taken into consideration for further up- gradation of the institution. Hardcopies of the feedbacks are given to each department and teachers participate in the discussion in the departmental</p>

meeting about the feedback. Whenever feedback is not satisfactory concerned teacher is counseled by the HOD / Coordinator. A feedback to evaluate the facilities provided by the institution and the ambience provided for student centric learning is obtained at the end of the program every year from the outgoing final year students. The results are analyzed, corrective and preventive actions are initiated to overcome any flaw/s indicated by the said feedback. There are various forums like Grievance and redressal Cell, WomenCell, Placement cell CPOSH through which they can get their grievances redressed. Also, the Head of the Institution follow an open-door policy through which immediate feedback can be received through teachers. The principal evaluates the forms to look at specific areas where improvements and action is needed.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MSc	Mathematics	30	49	29
BBA	General	60	162	54
BCA	General	30	50	25
BA	General	60	72	16
BCom	General	400	658	329
BSc	General	390	523	209
BA (Journalism)	Journalism	30	24	19
MSc	Botany	30	16	9
MSc	Biotechnology	15	11	7
MSc	Chemistry	20	46	19

[View File](#)

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	1497	246	27	1	44

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
72	72	5	3	Nil	2

[View File of ICT Tools and resources](#)

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

The college has a student mentoring system in which the Class Advisors play a crucial role. Every class is allotted a class advisor, who shares the responsibility for ensuring productive and rewarding mentoring relationships. A mentor is someone who serves as a guide throughout the academic tenure of the students. They provide both professional and personal advice to the students. They further give constructive feedback on teaching, learning and other elements of career guidance. They can serve to help students balance professional goals with their personal lives and give emotional encouragement during challenging times. The mentor also works for finding out hidden talent of the students in various aspects of academic, co – curricular, extra – curricular and extra mural activities so that they can be promoted to do various activities in the concerned area for their holistic development. The student mentoring system of our College functions as follows:

- The head of the institution approves the list of class advisors for every department
- Each faculty member is the Class Advisor of a class of students allocated to him/ her by the Head of the Department. The Class advisor is responsible for:
 - Managing day to day affairs of the class
 - Keeping an eye on the regularity and punctuality of the students under the mentor
 - Keeping record of the attendance of the students for every lecture
 - Collecting and maintaining personal and academic information of the ward
 - Knows the student better so as to develop a suitable teaching learning methods
 - To identify slow and advanced learners. The slow learners are assisted through special teaching assistance program (STAP) and advanced learners are provided with guidance for advanced learning and preparatory and advisory guidance for career guidance.
 - Keeping students informed about various College activities and channelizing them for co-curricular and extra-curricular activities and events as per their interest or talents.
 - Noting the major achievements and progress of the students over the years, there by helping them to achieve their potential goals.
 - Maintain a detailed progressive record of the student and keep contact details of students and parents and informing the parents about the progress of their wards.
 - Send letter to parents/guardian for parents meet and also contact parents/guardian if situation demands.
 - Continuously monitor, counsel, guide and motivate the students in all academic pursuits.
 - Advises students in their career development/professional guidance.
 - Critical issues are brought to the notice of the Head of the Department.
- The college has always provided a very conducive and cordial ambience for an informal mentoring through the student teacher interface at various other levels. This has developed a healthy relationship between the students and teachers. The students can approach their heads of departments or subject teachers in the staff room, departments and anywhere in the campus. This approachability is enhanced through the constant interaction between teachers and students that is facilitated by various social media platforms. These various platforms gives the student a chance to seek mentor ship with respect to not just academics, but also for personal and emotional issues

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1743	72	1 : 24

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
72	69	3	3	28

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2016	Kailash Narayan Verma	Lecturer	Best manager (basket ball team- Women)

[View File](#)

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MA	NIL	4th Semester	27/06/2017	14/08/2017
MSc	NIL	4th Semester	26/06/2017	17/08/2017
PGDCA	NIL	2nd Semester	12/07/2017	12/09/2017
BA (Journalism)	NIL	6th Semester	07/06/2017	20/09/2017
BEd	NIL	4th Semester	26/06/2017	15/07/2017
BBA	NIL	6th Semester	03/07/2017	22/08/2017
BCA	NIL	Final Year	15/04/2017	07/07/2017
BCom	NIL	Final Year	24/04/2017	07/06/2017
BSc	NIL	Final Year	13/05/2017	08/07/2017
BA	NIL	Final Year	10/05/2017	17/07/2017

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

The college follows the methods of conducting the continuous internal evaluation (CIE) as prescribed by Hemchand Yadav University, Durg, Chhattisgarh. Conventional and innovative ways of evaluation being followed. Following methods of internal evaluation are practiced in the college: Tests and examinations Unit test, half yearly and model examinations are conducted for UG classes (Annual pattern) and Unit tests model examinations are conducted for semester courses and PG classes. Schedules are communicated to the students both UG (yearly and semester pattern) and PG (semester pattern) through reading notice in the class room and are displaying on the notice boards of college and department as well . 1)Internal assessment for UG Classes Weightage of 10 marks of the annual examination of Hemchand Yadav University Examination is given to internal assessment which is considered from the marks obtained in half yearly examination , in each subject, as per the norms of the Affiliated University. The internal marks are sent to the University. 2) Internal assessment for PG program Internal assessment for PG classes are done by following methods A) Assignments B) PPT presentation C) Project work Field work D) Poster presentation E)Group discussion F) Participation in class 3)Sessional marks for practical exams for both UG and PG 20 marks of Practical examination are given as sessional marks, based on the performance of the student in the lab, regularity of practical work, preparation of practical record, project work, etc,. Continuous evaluation helps to improve regularity of students and active participation in classroom activities. Such activities help in overall development of the student and also help to develop interest in the concerned subject. Each department works out the details of how the CIE will be carried out for each subject, taking care of the learning objectives of each paper, as it is a method of assessing whether learning outcomes for various subjects are being achieved. It provides an opportunity to evaluate the teaching strategies and methodologies. It provides an opportunity to re look at and modify teaching strategies if students are not performing well. On the basis of internal assessment, the weak students are identified and STAP (SPECIAL TEACHING ASSESTANCE PROGRAMME) are conducted for them. Students are evaluated continuously based on the internal exams and make them ready for

university examination. POSITIVE IMPACT a) Overall performance of students improved, b) Students get more practice in the art of writing exams, improving presentation skills and time management, c) Exam related complaints and grievances reduced, d) Students become well prepared for university examination

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

St.Thomas College, Bhilai, adheres to the academic calendar and examination schedule of the HemchandYadav University, Durg, with regard to the conduct of CIE. All information pertaining to the academic calendar, scheme of examination and evaluation are available in the University and college website. This information is clearly conveyed to the students during the college and departmental orientation programmes. Notices and circulars about the evaluation process are displayed prominently on the college notice boards. Internal Quality Assurance Cell and Examination cell has been constituted to check, control and maintain the quality of curricular activities in the institution. They also ensure the adherence to the academic calendar of the University related to the CIE. An internal academic calendar has been charted out specifying the subject wise and course wise time-tables, monthly teaching schedule and internal evaluation schedules and the same have been uploaded in the college web site also. A schedule of academic activities are prepared department wise also and displayed in the notice board and college website. Before the commencement of the session the academic advisors of different departments and conveners of different committees prepare an activity calendar to be followed by the respective departments and committees. The internal academic schedule is chalked out by spelling out specific deadlines for submission and uploading of course-wise and teacher-wise time tables, submission of monthly attendance by teachers and uploading the same on the website, completion and submission of internal assessment and the scheduling of STAP on the basis of assessment of students performance.

2.6 – Student Performance and Learning Outcomes

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

<https://www.stthomascollegebhilai.in/program-outcome/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
NA	BSc	General	102	88	86.27
NA	BA	General	15	15	100
NA	BCom	General	228	210	92.1
NA	BCA	General	27	9	33.33
NA	BBA	General	55	55	100
NA	BA (Journalism)	Journalism	4	4	100
NA	BEd	Education	29	28	96.55
NA	MSc	Botany	9	9	100
NA	MSc	Biotech	7	7	100

NA	MSc	Chemistry	18	16	88
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2.7 – Student Satisfaction Survey

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

<u>NIL</u>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	1095	University Grant Commission	7.83	2.02
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nil	NIL
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
NIL	NIL	NIL

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

Name of the Department	Number of PhD's Awarded
HINDI	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Microbiology and Biotechnology	9	0

National	Psychology	1	0
National	Economics	1	1.77
National	Physics and Electronics	4	0
National	Zoology	3	0
National	Commerce	8	0
National	B.Ed.	2	0
International	Biotechnology	1	3.4
International	Botany	1	0
International	Psychology	1	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
NIL	Nil
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
In vitro characteristics of callus induction of Bryonia laciniosa- A medicinal plant 1-3	Dr.Ujjwala Supe	Int. J. of innovation in engineering and science. 2456-3463	2016	0	Dept of Biotechnology, St. Thomas college, Bhilai	Nil
Establishment of callus and cell suspension culture of Bryonia laciniosa, 151-157	Dr.Ujjwala Supe, Prarthna Daniel	Deccan Current Science. 0975-3044	2016	0	Dept of Biotechnology, St. Thomas college, Bhilai	Nil
'Home: Architectural Design And Human Psyche',	Dr. Debjani Mukherji	International Journal of Psychosocial Research	2016	0	Dept. of Psychology, St. Thomas college, Bhilai	Nil
'Psychic Motives	Dr. Debjani	Journal of Psychos	2016	0	Dept. of Psychology	Nil

Behind Yoga'	Mukherji	ocial research			, St. Thomas college, Bhilai	
Developm ent and Role of Micro Finance on the Renewal of Rural poverty in India.	Pooja Devi Sinha	Internat ional Journal Economics Research	2016	0	Dept. of Economics, St.Thomas College, Bhilai	Nil
Analysis of Micro Finance in India (With special reference to Chhatti sgarh state)	Pooja Devi Sinha	Research Journal of Social and LifeScienc e	2016	0	Dept. of Economics, St.Thomas College, Bhilai	Nil
Reactive Oxygen Species, lipid pero xidation, protein oxidation and antiox idative enzymes in dehydratin g Karanj seeds during storage.	Dr.Vinita Thomas	South African Journal of Botany	2017	0	Dept. of Botany. St.Thomas College, Bhilai	Nil
Arsenic Compound Induced Alteration in Protein Metabolism and Chelating Effect of Zeolite in Heteropneu stes Fossils	Dr.Jayas ree Balasu bramanian	Internat ional Journal of Science and Research	2017	0	Dept. of Zoology. St.Thomas College, Bhilai	Nil
Effect of study habit and adjustment	Dr.Sumita Singh	Internat ional Journal of Education	2017	0	Dept. of Education. St.Thomas College,	Nil

on educational achievement of differently abled children: A Comparative study		Management studies.			Bhilai	
A Cognitive Behavioural Intervention to the students suffering from Depression	Dr. Sumita Singh	Mind and Society A Refereed Research Journal in Humanities and Social Sciences.	2016	0	Dept. of Education. St. Thomas College, Bhilai	Nil
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nil	Nil	Nil	NIL
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	6	Nil	3
Resource persons	Nil	3	2	4
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
YOGA DAY	NCC	1	30
INDEPENDENCE DAY (ONE WEEK -PAKHWADA)	NCC	1	34
SWATCH BHARAT ABBHIYAN	NCC	1	67
NCC DAY	NCC	1	52
Art of Giving- Donation at Akshay Patra (Botany)	St. Thomas College, Bhilai	1	18

Generate interest towards biology for School students (Botany)	St. Thomas College, Bhilai	1	12
Visit to Sneh Sampada (BBA) 26/7/2016	St. Thomas College, Bhilai	2	21
Visit to Old Age Home (BBA) 3/10/2016	St. Thomas College, Bhilai	2	23
Visit to Mother Teresa (BBA) Ashram 12/2/2017	St. Thomas College, Bhilai	2	23
Visit to Old Age Home (BBA) 6/3/2017	St. Thomas College, Bhilai	2	19
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	Nill
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NIL	NIL	NIL	Nill	Nill
No file uploaded.				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Assessment of cognitive impairment in children 12-18 years having Anemia including Sickle cell anemia in Chhattisgarh.	Dr. Debjani Mukherjee	UNICEF	365
Spatial Distribution of Uranium and associated Water Quality parameters in Durg and five nearby Districts.	Dr. Chanda Verma	Board of Research in Nuclear Sciences Bhabha Atomic Research Centre Deptt. Of Atomic Energy Mumbai	730
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Academic project	REEP e-	Covenant Centre for Development, Madurai, Branch Durg	27/07/2016	27/07/2016	23
Project Work	BBA Sixth Semester Paper 5 Project Work	Bhilai Steel Plant Steel Authority of India Limited [SAIL]	20/03/2017	15/04/2017	1
Project Work	BBA Sixth Semester Paper 5 Project Work	Bhilai Steel Plant Steel Authority of India Limited [SAIL]	27/02/2017	25/03/2017	1
Project Work	BBA Sixth Semester Paper 5 Project Work	Canara Bank	05/03/2017	02/04/2017	1
Project Work	BBA Sixth Semester Paper 5 Project Work	IB Group, Indian Agro Food Industries Ltd, Rajnandgoan	15/03/2017	31/03/2017	1
INTERNSHIP For B.Ed Students	Internship	Govt. Middle School, Ruabandha Govt. Higher Secondary School, Ruabandha Govt. Middle School, Risali Govt. Higher Secondary School, Risali St. Thomas Higher	30/01/2017	28/02/2017	48

Secondary School,
Risali MGM
Higher Secondary School, Sec 6 Mar
Baselious Vidhya Bhavan,
Vaish

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NA	Nil
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
347.29	598.51

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Seminar halls with ICT facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Library Manager	Partially	4.0	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	23211	24833312	2054	332679	25265	25165991

Reference Books	2245	296175	5	19371	2250	315546
Journals	45	70048	Nil	Nil	45	70048
CD & Video	294	Nil	Nil	Nil	294	Nil
Others(s pecify)	6539	1095779	Nil	Nil	6539	1095779

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NA	NA	Nil

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	95	58	50	10	0	5	22	10	0
Added	14	0	0	1	0	1	4	0	17
Total	109	58	50	11	0	6	26	10	17

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
N A	Nil

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
27.45	15.33	10.9	5.77

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

The college is committed to provide good infrastructural facilities to the students for effective implementation of curricular, co-curricular and extra-curricular activities. The college follows numerous procedures to maintain the

facilities available to the students and to keep up the pace of academic growth of the college. Particular amount of funds are allotted every year for up gradation of the laboratory, classrooms and library resources. Laboratory staff keeps the record of procured chemicals and glassware's while instruments undergo annual maintenance by service providers. Practical's in laboratories are then done in batch wise manner for proper utilization of these resources under continuous monitoring of supporting faculty members. Computer laboratories are upgraded every year with different software as per need. Skilled personnel looks after the IT services like college website, smooth running of automation, troubleshooting of hardware and software. Each Department is equipped required numbers of computers and printers. The college campus is WI-FI enabled. The college also maintains a well defined library facility for students with both central and departmental library. According to the need the books are upgraded and new editions are purchased. Library has a peaceful research journal reading room as well in which subscribed research journals are available to update the researcher's working in the college. The college also provides unique Book Bank facility to students through which the students can avail up to four books for the whole academic session apart from the normal issuing facility of 5 books for 15 days. The data of books is maintained by computer software's to make it user friendly. Various committees of the College are constituted to plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized. Suitable budget is allocated every year for the maintenance of various facilities. The green cover of the campus is well maintained by full time gardeners. Optimum working condition of all equipment on the campus is ensured through annual maintenance contracts to external agencies. Estate manager and his team are involved in the maintenance of infrastructure facilities. The College gives due importance to sports activities as well and tries to provide the required facilities to the students. It is a matter of pride for the College that its students regularly win sporting laurels at International, National, State and University Levels. There is a well maintained play ground in the campus with basketball court and volleyball court and a seating capacity of 100 people. The students are encouraged to participate in various tournaments and due consideration is given for admission to those students who have participated in National level sports events. Various scholarships and endowments are given to the students proving excellence in academics and sports. Health care center is maintained for any medical emergency in the college in which first aid care facility is available. The college provides a girls hostel facility within the campus which is maintained by the hostel staff. The hostel provides a well disciplined and peaceful environment to the students within the green

<https://www.stthomascollegebhilai.in/iqac/maintenance-of-support-facilities/#toggle-id-4>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Fee Concession	110	721170
Financial Support from Other Sources			
a) National	Scholarship	80	355935
b) International	Endowment Award	8	40000
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Mental and physical impairment due to drug abuse	10/09/2016	76	Department of Psychology, Guidance counselling cell
Counselling for Hostel inmates	16/07/2016	85	Department of Psychology, Guidance counselling cell
Short Term certificate course programme on communication skill	05/09/2016	50	Language Lab
Yoga Day Celebration	21/06/2016	30	NCC
Remedial coaching	03/08/2016	82	Department of Chemistry
Soft skill development	01/08/2016	25	Department of Microbiology and Biotechnology
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2016	NIL	Nill	Nill	Nill	Nill
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Capgemini, ESAF Microfinance	145	20	M.G.M SENIOR SECONDARY	2	2

Nagpur, J.S.P.S Memorial School, Raigarh, CG, Blaze Academy, Balod, Nestle Nutrition, Mumbai.			SCHOOL, ACADEMIC WORLD SCHOOL		
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2016	1	B.Sc	Science	St. Thomas College, Bhilai	B.Ed
2016	1	B.Sc.	Science	Christ College, Jagdalpur	B.Ed
2016	1	B.Sc	Science	Govt. VYT PG Autonomous College, Durg	M.Sc Zoology
2016	1	B.Sc	Science	MATS University, Raipur	MSc. Chemistry
2016	1	B.Sc	Science	St. Thomas College Bhilai	MSc. Chemistry
2016	1	B.Sc	Science	Banasthali Vidyapith	MBA
2016	4	B.Sc	Science	St. Thomas College Bhilai	MSc. Biotechnology
2016	2	B.Com	Commerce	St. Thomas College Bhilai	MA English
2016	5	M A English	Arts	St. Thomas College Bhilai	B Ed
2016	3	B A	Arts	St. Thomas College Bhilai	M A English

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

Items	Number of students selected/ qualifying
NET	1

GATE	1
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
6th Mar Theodosius Intercollegiate State Level Basketball Tournament	Intercollegiate	52
Intercollegiate Football Tournament (Men)	Intercollegiate	141
Intercollegiate Basketball Tournament (Men)	Intercollegiate	59
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	Bronze medal	Internat ional	1	Nil	STC/2012 /745	Juhi Dewangan
2016	Silver Medal	National	1	Nil	STC/2012 /745	Juhi Dewangan
2016	Gold Medal	National	1	Nil	STC/2013 /097	Deepali Gupta
2016	Gold Medal	National	1	Nil	STC/2016 /412	Ankita Gupta
2016	Gold Medal	National	1	Nil	STC/2012 /745	Juhi Dewangan
2016	Gold Medal	National	1	Nil	STC/2015 /164	PreetiSahu
2016	Silver Medal	National	1	Nil	STC/2015 /673	Mukul Pandey
2016	Silver Medal	National	1	Nil	STC/2015 /602	Priyam Singh
2016	Silver Medal	National	1	Nil	STC/2015 /385	PraveshD hruw
2016	Silver Medal	National	1	Nil	STC/2016 /942	HarshalB hoyar
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student union stands to solve the problem faced by the students in college .ST Thomas College promote the welfare activities of the students. The college conduct student union election as per the ordinance issued by clause (XXI) of section 37 of the Chhattisgarh Vishwavidhalaya Adhinium 1973. Dr .M.GROYMON Principal of the college was the patron of the student's union .Dr Sapna Sharma

was the professor in charge of the student union council..The Council comprised of the following as president Mr Amanpreet Singh Rehki, Vice President Ms Akanksha Shrivastav, Secretary Ms Pratistha Singh Chandel, Joint Secretary Mr Jayan Kumar Mishra, Cultural Secretary Mr Somendra Patil, Sports Secretary Mr Anurag Sharma. The various activities carried on by the council were the oath taking ceremony the oath taking ceremony took place on 10 September, 2016 . The Mayor of Bhilai Municipal Corporation Mr Devendra Yadav was the chief guest on the occasion .His grace Manager Bishop Dr Joseph Mar Dionysius graced the occasion .Principal of the college administrated the oath. The student union council and NCC wing of St Thomas college bhilai organized Medical check up were organized by the student union council and NCC wing of St Thomas College Bhilai organized a medical check up on 5 October under the aegis of the IQAC of the College.DrShailKhare (Gynecologist) CHMO, Durg was the chief Guest and Dr Swati Rao was the special Guest .Inaugrating the medical camp Dr Khare spoke about health and healthy food habits .Rao spokes about oral hygiene. Student Union Council under the aegis of IQAC Cell organized a community service programme at Gram Pithora on 8 October 2016.The service given by the students were through Anti Narcotic Raily distributing Pamphlet and live performance of skit. Rashtriya Ekta Spath was observed at St Thomas College Bhilai from 25 to 31 October 2016 to commemorate the birth anniversary of Sardar Vallabh Bhai Patel who unified the country. The main aim of this event was to pay tribute to the great iron man Sardar Vallabh Bhai Patel . Pledge taking , Poster making ,Slogan Writing , essay writing and Elocution and songs were conducted to spread the message of unity .Constitution day was celebrated on 26 November in the College by the student union council The chief Guest for the occasion was Mr S.M Krishna Thappa from CGNCC Battalion 37 Durg . Another Dignitaries on the dies were Rv .Fr. George Mathew Ramban , Principal Dr M.G Roymon , Student Union In-Charge Dr Sapna Sharma Lt . Mrs Surekha Jawadee and President of Student Union council Mr Amanpreet Singh Rekhi.St Thomas College Student Union Council also organized Shimla Manali tour for students was specially designed educational tour to give them glimpses of beautiful Hills of Himachal Pradesh.Students had gone on a 9 days tour to Shimla ,Kullu ,Manali and was concluded on 22 January 2017. Students visited various national and international standard of Learning , one of them was Bahra University Shimla . They also visited the Institute of Advance Studies at Shimla.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

190

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Meeting: Date -21/9/2016 First Meeting Agenda- Discussion of cultural program for Alumni Reunion • Discussion was made to organize a culture program for the Alumni Reunion. • To contact with maximum Alumni of the college. • Suggestion was ask from the members. • How the Alumni will be helpful in progress of the college. • Suggestion was asked for the above set agenda and to come prepare idea for the next meeting. Meeting: Date -4/10/16 Second Meeting- Launch of Alumni Website Agenda • To launch a website for the alumni separately or to include in college website for alumni registration. • Mr Sandeep was given the

in charge to launch the website. • To form a group for up gradation of undergoing activity in the Alumni Association. Dr Rincy Abraham and Mrs Serilsaji were asked to prepare the program schedule for the upcoming reunion event Meeting: Date -7/11/16 Third Meeting- Registration form for Alumni Agenda • Dr Rincy Abraham was appointed as the Alumni -Representative. • To fill the registration form of the Alumni Association from the college website as soon as possible. • Mr Sandeep Bhawnani was asked to see over the up gradation of Alumni section in the college website. • Mr Prateek Chatterjee was given in charge to create a face book account of the Alumni. • It was decided to organize a online photography competition for the Alumni and to inform maximum Alumni for the online photography competition and the reunion. Meeting: Date -21/11/16 Fourth Meeting- To check the number of registered Alumni Agenda • The reunion amount for the Alumni was decided to be 100Rs. • The date of Alumni reunion was decided to be held on 23 December evening (5pm to 7pm). • Full Co-operation of the Alumni Community members was requested .for the smooth conduct of the reunion. Meeting: Date -5/12/16 Fifth Meeting Agenda • To check the number of registered Alumni member and to contact more of them as soon as possible. • It was decided to deposit the registration amount in the college account. • Last date of registration form was decided to be 20 December 2016. • Dr Rincy Abraham was given the in charge to deal with the financial issue of the reunion. • To check the number of registered • Receipt of the registration of the Alumni should be collected. Alumni Activity 16-17 An "Alumnus is the nurtured'' , one who was loved, cherished and held in high regard and affection .This term "alumnus 'is therefore exactly descriptive of our feeling for our old student here at. As per the UGC quality mandate UGC has to take initiatives on one of its vertical student career program me. Under this initiatives, Institution under the purview of UGC are to monitor student career progression at every stage, in the age of student centric learning. Without expectation every college and university claims to prepare its students for productive career and meaningful lives. It is also the responsibility and should be pride of every institution to take the ex- students bac

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

• The college has a well-ordered governance system which focuses on decentralizing responsibilities and active participation of Management in all the functionality of the institution. Decentralization helps in developing accountability and participation of the Faculty members in both curricular and extracurricular activities of the college. The Management and Principal of the college constitute various committees for curricular and extracurricular activities of the college. The faculty members are made Convenor and representatives of various committees .Principal is the head of the Academic Council and delegates the responsibilities to the Head of the Department for smooth conduct of academic and other activities of the college. Faculty members are also nominated in the Governing Board and IQAC . The healthy governance system and decentralization of responsibilities helps in active participation of the staff in decision making. The members of various committee are reshuffled every year to ensure a uniform exposure of duties for academic and professional development of faculty members. The Examination Cell monitors the internal examination of the college and university examination as per the academic calendar released by the university . The participation of student representatives in various committee is encouraged to develop the leadership qualities among them .President of the students union is the member of IQAC. Participation and functioning of different office bearers of students union (vice president, cultural secretary sports secretary) further reinforces

decentralization. The involvement of stake holders and Alumni in student enriching programmes and other activities ensures defined structure of governance and methodical decentralization of the institution . • Participative management is among one of the core values of the institution All academic and operational policies are based on the unanimous decision of the governing body, the IQAC and the staff council. Regular meetings are convened amongst the management members, Principal, faculty members and the students for implementing action plans. This participation has improved more innovative and efficient work methods and procedures in the college. Members of the staff are encouraged to take a more participative role in decision making process. The heads of departments take decisions regarding academic innovations and other activities for students' overall development in consultation with the members of staff. This has improved morale and enhanced teaching learning skills of the staff . Participation of non-teaching staff in decision making is equally important. Their suggestion and ideas helps in building high performance culture in the institution

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	<ul style="list-style-type: none"> • The college follows the syllabi designed by Pandit Ravishankar Shukla University, Raipur CG/ Durg Vshwavidyalaya, Durg and Kushabhau Thakre Patrakarita Avam JansancharVishwavidhyalayaRaipur,CG • Some faculty are members of Board of Studies of Hemchand Yadav Vishwavidyalaya,Durg ,C.G. , Kalyan PG College,Bhilai and Digvijay College, Rajnandagaon • Teachers frame the lecture schedule for the proper execution of the syllabus • Teachers are encouraged to add recent information about the topics in the syllabus to make teaching more relevant to the current situation. • The institution offers value added courses like Communicative English and Personality Development. • Feedback
Teaching and Learning	<ul style="list-style-type: none"> • Calendar of events, term-wise allocation of the syllabus, fixing dates for tests are done in consultation with the HOD of all departments at beginning of the academic session. All the faculty are informed to adhere to the same. • Teaching schedule (weekly and monthly) submitted in the beginning of the session to the Principal, which is regularly monitored and overviewed by HOD's through formal and informal interactions • Faculty are provided

with additional learning facility by deputing them for orientation and refresher programmes • Experiential and practical learning through lab based sessions and field visits are encouraged in teaching • Faculty are encouraged to supplement regular chalk/board lectures with ICT methods for teaching purpose. Technology enabled teaching learning process like use of LCD projectors is practiced in all the subjects. • Quality improvement initiatives and measures to increase usage of library and digital library in the form of library based assignments and activities are undertaken. • Industrial visits/study tours and field visits are organised to give a preview of the type of employment they may receive after studies. • Feedback on teaching is taken from students, parents and alumni, analysed and informed to the faculty members for improvement. • Internal and external department audit were conducted by IQAC.

Examination and Evaluation

• Examinations and evaluation is done as per the rules and regulations of Pt. Ravishankar Shukla University, Raipur and Kushabhau Thakre Patrakarita Avam Jansanchar Vishwavidhyalaya Raipur, CG

- Regular tests are conducted to monitor the students' performance in classroom studies and to instil a habit of regular learning among the students.
- 3 unit tests, half yearly and model exams are conducted in every subject for Undergraduates and 2 unit tests, model exams and assignments are analysed for internal assessments for Postgraduates. • Transparency in examinations are maintained through re-verification of papers and by allowing the students to see their answer scripts. • Answers are discussed and performance card is sent to their parents through post. • Non performing students are given extra classroom studies to improve their annual/ semester results. • Evaluation and feedback by subject faculty is forwarded to the academic advisor. • Academic advisor monitors and suggests the students for improvement. • Special coaching classes and tutorials are arranged for weak students as well as students residing in the girl's hostel.
- Advanced learners are encouraged to

pose interesting questions, offer new solutions and also provide opportunities for creative experiences like seminars, projects, event management etc. and sensitively handle their passion for learning

Research and Development

- Committee for Promotion of Research Activities is initiated with the objective to motivate PG students and faculty to do research in area of interest.
- The committee organises workshops and interdisciplinary talks to promote the culture of research among faculty, research scholars and students
- The institution has research centre in the department of Microbiology
- The institution has a vigorous and scrutinized publication programme and the activity encourages the faculty, scholars and students to publish in various academic forums.
- Faculty members are motivated to submit minor /major project proposals to various funding agencies like UGC, CCOST etc. and have a few ongoing and completed projects to their credit.
- Faculty members are encouraged to get into collaboration with institute /person of repute in their area of research.
- Space and necessary infrastructural support is provided for research work.

Library, ICT and Physical Infrastructure / Instrumentation

Library:

- The college library is a double storey building with separate reading section for faculty and students. The library is fully automated and uses integrated multiuser library management system. In addition all PG departments have individual departmental library.
- Book bank facility can be availed by SC/ST/ OBC/ Minority students/advanced learners at a very nominal charge which has to be returned after their final exams.
- Library facilities are augmented by procuring new titles and copies of existing books and addition of books as per requisition by the departmental Heads or the Convenor of the Library Development Committee. Research scholars and students also have the right to requisition of books which are approved by the HOD ICT:
- 10 computers with internet are available for the students in digital library for reading study materials. INFLIBNET is also available.
- The institute has an

auditorium and a seminar hall with modern facilities provided for audio visual classes • Systems in the computer labs and departments are loaded with required software ready for operation and are regularly maintained by experts. • Wi Fi and CCTV surveillance is available in the campus. • Teachers are encouraged to supplement chalk and board lectures with presentations

Infrastructure/instrumentation: • The institute has adequate physical facilities to run the educational programmes and administrative functions efficiently. The growth of the infrastructure keeps pace with the academic growth of the institution. • The infrastructure includes class rooms, well equipped laboratories, common room for students, sports complex, girls hostel with mess and recreation room, open air stage, seminar and conference hall with modern facilities, gardens, canteen, separate parking space for staff and students and tobacco and plastic free campus • The PG department laboratories have a number of sophisticated instruments. Annual budgetary allocation is made available to each department for purchasing new instruments, consumables and its maintenance

Human Resource Management

Governing body manages and develops the total human resource of the college. • Human resource planning is done based on need and statutory requirements and accordingly recruitment is done. • Faculty members are provided opportunity for their individual growth along with the organisational development. • HR policy is staff oriented. Lady members are supported during their pregnancy and breast feeding by adjusting their lecture schedule according to their requirements • The Heads of Departments with the Principal as chairman constitute various committees for planning, coordinating and monitoring various activity of the college which includes training of the teaching and non-teaching staff. • There is an in-built mechanism by which Heads of Departments are checking and monitoring the efficiency of the non-teaching staff. Timely reports are given to the Principal. • Apart from this,

	<p>Management has appointed highly experienced person to supervise the functioning of the non-teaching staff.</p>
Industry Interaction / Collaboration	<ul style="list-style-type: none"> To improve employability skills exposure to actual industrial atmosphere has been worked out with various industries. Several departments carry out industrial visits as part of the curriculum. Institute has established good industry relationship and many of the companies visit the campus for placement. Corporate experts have been invited to deliver lectures and train our students. The Microbiology and Biotechnology Department has collaborated with NitZa Biologicals to provide training in molecular biology and bioinformatics.
Admission of Students	<ul style="list-style-type: none"> The college has a transparent procedure for admission with students selected strictly on merit basis (marks scored in the qualifying examination). There is a selection committee for every subject for which admission is sought for, with Principal as the chairman and heads of the concerned department as a member. The procedure is the same for all UG courses. For some Post graduate courses admission is done on first come first serve basis. The college strictly follows the rules laid down by the Pt. Ravishankar Shukla University, Raipur to ensure transparency of the admission procedure. Duely filled application forms are sorted and rank list prepared by the selection committee is published accordingly. The college follows process required for the admission of SC/ST/OBC/Minority in educational institutions. Special relaxations are made for students in sports quota, cultural activities, NCC and NSS.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	<ul style="list-style-type: none"> Uploading college Academic Calendar in the college website. Departmental Activities is uploaded in the college website. Sending centralized e-mail, notices and important information from university Sending centralized e-mail regarding notices issued by government authorities
Administration	<ul style="list-style-type: none"> The Administration communicates

	<p>with Governing board members as well as the teaching and non teaching staff through email. • The college campus is equipped with CCTV Cameras installed at various places of need. • ICT has been introduced in the Administrative work.</p> <ul style="list-style-type: none"> • Uploading weekly and monthly schedule. • Biometric attendance system for staff members. • Uploading the academic calendar with details of all the academic and co- curricular events. • Webmail on college website
Finance and Accounts	<ul style="list-style-type: none"> • Institution conducts internal and external audits regularly. • Online salary payment • Using RTGS NIFT for making payment to external agencies • Online collection of tuition fee of the students • Online tax payment computerized system for handling other financial transactions
Student Admission and Support	<ul style="list-style-type: none"> • Offline and Online admission system • e prospectus giving details of courses offered, departments, facilities • Online grievance form • e issuance of library books • Online alumni registration feedback system • Details of various clubs and forums displayed in the college website for students to enroll. • NCC and NSS information updated regularly
Examination	<ul style="list-style-type: none"> • Online filling of examination form • Annual and Semester Exam Timetable uploaded in college website • Online notification regarding dates practical exams university exam related information • Soft copy of marks of the students submitted to the Examination Cell of the college

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2016	NIL	NA	NA	Nil
No file uploaded.				

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

Year	Title of the professional development programme	Title of the administrative training programme	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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	organised for teaching staff	organised for non-teaching staff				
2016	Workshop on Maintenance Repair of Laboratory Instrument	Workshop on Maintenance Repair of Laboratory Instrument	01/08/2016	07/08/2016	23	6
2017	Training program on cashless transaction	Training program on cashless transaction	28/12/2016	11/01/2017	43	15
2016	Nil	Basics of computer training for Non-Teaching .	13/10/2016	16/10/2016	Nil	4
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
National Conference on Innovative Approaches in Teaching Learning and Evaluation	4	14/02/2017	15/02/2017	2
Behavioral Impact of Animals and Micro-Organisms on Human Life and Their Environment	2	03/02/2017	04/02/2017	2
???????? ?????????????? ???? ??????? ?? ???????? ??? ??? ?????	9	24/01/2017	25/01/2017	2
Role of Cyber Laws of Present Cyber Crimes in India	1	08/09/2016	09/09/2017	2
National Level workshop on Research Methodology,	35	22/11/2016	28/12/2017	7

Statistics SPSS				
Entrepreneurship in Renewable Energy Technologies for Chhattisgarh Tribal	1	19/09/2016	24/09/2016	5
Workshop On Statistical Package for the Social Sciences	1	17/09/2016	19/10/2016	3
INUP Hands-on Training Workshop on Nanofabrication Technologies	1	10/05/2016	16/12/2017	7
Globalisation of Markets : Emerging Challenges	1	11/11/2016	13/11/2016	3
National Conference on Smart India Vision 2020-Innovations in Management Studies	1	18/02/2017	18/02/2017	1
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
72	72	23	23

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> • Provident Fund • ESI • Maternity Leave • Fee concession for wards • Housing • Interest free personal loan and advance payment schemes 	<ul style="list-style-type: none"> • Provident Fund • ESI • Maternity Leave • Fee concession for wards • Housing • Interest free personal loan and advance payment schemes 	<ul style="list-style-type: none"> • State and Centre Scholarship Schemes. • Scholarship schemes of Bhilai Steel Plant and other companies for children of employees. • Fee concession for needy students by the college management. • Grievance redressal Cell • Training and Placement Cell. • Medical and sick room with first aid facility • Conscientization programme against ill Habits under Antinarcotic

drive • Motivational programme for better career.

6.4 – Financial Management and Resource Mobilization

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

The college is a self -financed institution. It is run by the St. Thomas Mission, Kailash Nagar, Bhilai. The amount generated through the fees is audited internally by the St. Thomas Mission. The external audit is conducted by a Chartered Accountant firm named B. Vishwanath and Company.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Mr. Khandelwal	1500	Student securing highest marks in B.Com II
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6.4.3 – Total corpus fund generated

2400000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	IQAC members from Nodal College, Durg	Yes	IQAC
Administrative	Yes	B. Vishwanath and Co, Block 7, First Floor Himalaya Complex Akash Ganga, Supela, Bhilai (C.G)	Yes	Auditor , St. ThomasMission, Kailash Nagar, Bhilai, (C.G)

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

- Every department holds regular meeting with parents to provide them feedback about progress and drawbacks of their wards.
- Parents are requested to come forward and contribute towards quality enhancement through suggestions
- Feedback is taken from them and their assessment is taken into account for teaching and evaluation purpose.

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

- Workshop on Maintenance Repair of Laboratory
- Training on Basics of Computer
- Workshop on Cashless Transaction by SBI

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

- Short Term Certificate Programme in Communication Skills started by English Department
- Workshop on Research Methodology, Statistics and SPSS.
- Training for Trainers: By TISS, Mumbai
- Workshop on Cashless Transaction by SBI.
- Spoken Tutorial by IIT Mumbai and MHRD

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	Induction Ceremony For First Year Students	21/07/2016	21/07/2016	21/07/2016	385
2016	Medicinal Plant Distribution by Botanical Association	26/07/2016	26/07/2016	26/07/2016	64
2016	Workshop on Maintenance Repair of Laboratory Instrument	01/08/2016	01/08/2016	07/08/2016	23
2016	Eco Club Cleanliness Drive	01/08/2016	01/08/2016	15/08/2016	165
2016	Short Term Certificate Programme on Communication Skills	05/09/2016	05/09/2016	23/09/2016	50
2017	Short Term Certificate Programme on Communication Skills	03/03/2017	03/03/2017	24/03/2017	65
2016	Civil Service Aspirant Club (Interaction with UPSC Rank holder 2015)	27/09/2016	27/09/2016	27/09/2016	95
2016	Hindi Diwas	17/09/2016	17/09/2016	17/09/2016	64
2016	Workshop for BBA students- Identifying communicativ	21/09/2016	21/09/2016	21/09/2016	103

	e blockages: Psychological constructs				
2016	Awareness Programme on Women Help Line Number and Workshop on Self Defense	04/10/2016	04/10/2016	04/10/2016	120
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Self Defence Training	05/09/2016	05/09/2016	82	38
Awareness Programme on Sexual Harassment	18/11/2016	18/11/2016	176	87

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

Percentage of power requirement of the University met by the renewable energy sources
0

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nil
Provision for lift	No	Nil
Ramp/Rails	No	Nil
Braille Software/facilities	No	Nil
Rest Rooms	No	Nil
Scribes for examination	No	Nil
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address	Number of initiatives taken to	Date	Duration	Name of initiative	Issues addressed	Number of participating students
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	locational advantages and disadvantages	engage with and contribute to local community					and staff
2016	1	1	16/12/2016	1	Boudhik Charcha	Talk for school students of Village Janjgiri on how to Increase concentration power and moral ethics	50
2016	1	1	17/12/2016	1	Health check up	Healthy Baby Competition and one minute games conducted for women folk in village Janjgiri	50
2016	1	1	18/12/2016	1	Workshop on Mushroom Cultivation	Janjgiri Village folks were oriented with benefits of Mushroom Cultivation	50
2016	1	1	19/12/2016	1	Tree Plantation	Mango Saplings were planted in the school premises of Janjgiri	50
2016	1	1	19/12/2016	1	Community Games	Kho Kho And Kabbadi Games were	50

						organized for school children of Janjgiri	
2016	1	1	20/12/2016	1	Dental Check up	Dental Check up ,organized for school children in Village Janjgiri	50

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

Title	Date of publication	Follow up(max 100 words)
Induction Programme	02/07/2016	The code of conduct for students is published in the college prospectus. It contains information regarding standards of conduct, consequences for misconduct and procedures for administering discipline. It will uniformly apply to all learners while they are on the college premises, representing it in other institutions participating in its off-campus activities. The rules and regulations of the college are notified to the students on the day of induction. Regular monitoring is done by all faculty members to foster a safe and ethical learning environment. The code of professional ethics of the college is in accord with UGC regulations the same is notified to the teachers through their service agreement for adherence. https://www.stthomascollegebilai.in/

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International	21/06/2016	21/06/2016	35

Yoga Day			
St. Thomas Day	03/07/2016	03/07/2016	197
Independence Day Celebration	15/08/2016	15/08/2016	145
NSS Day	24/09/2016	24/09/2016	67
National Unity Day / Ekta Diwas	25/10/2016	31/10/2016	54
NCC Day	26/11/2016	26/11/2016	52
Aids Day	01/12/2016	01/12/2016	44
Republic Day	26/01/2017	26/01/2017	76
International Women Day	08/03/2017	08/03/2017	25

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

Cleanliness Drive - September 3, 2016
Cleaning of College Campus by NCC Volunteers- 15 September, 2016 November 12, 2016
Swatch Bharat Abhiyan- October 3 to 8th 2016
Swachta Fortnight- 1st to 15th November 2016

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

[1] Title of the Practice : Institutional Social Responsibility. [2] The Context that Required the Initiation of the Practice: The college has adopted village Ruabandha in 2004 and students are encouraged to take active part in programmes like organizing health and hygiene awareness programmes, cleanliness drives, awareness rallies against narcotics, HIV, illiteracy etc. in the village. Students and staff of Education department and NSS unit of the college undertake camps annually in nearby villages and organise awareness programs and rallies besides performing cultural programs . [3] Objective of the Practice: Enable graduates who grow into leadership positions in industry knowing the heartbeat of society better, so that decisions made will not be based merely on the bottom-line but with integrity toward society and the environment. Uniting people from diverse backgrounds to work toward a common goal through Camaraderie and teamwork. [4] The Practice: Being relatively new state of the country most disadvantaged people live in rural areas. As the incidence of poverty is same in both rural and urban areas there is a lack of awareness towards education, healthcare and social issues. Through community services the institution inculcates moral responsibilities towards these issues among younger generations. There is a very active Blood Donors Club in the college. Under the leadership of NCC, NSS, Com Zenith and Department of Microbiology blood group of staff and students are determined and interested members (staff and students) are registered. Routine blood donations are done by these members in various camps and whenever need arises in the nearby hospitals the students donate blood for the poor patients. [5] Obstacles Faced if Any And Strategies Adopted to Overcome them: As the college is a multi-faculty college running in two shifts coordinating activities across all disciplines is a challenge. Organizing activities also becomes difficult due to tight lecture and exam schedules. Lack of sensitivity among students towards the need to support such activities is an issue of concern. Fund mobilization to organize events is sometimes a problem for the college. [6] Impact of the Practice : The IQAC of

college organizes need based community service every year by identifying and mobilising group of students interested in community development to meet needs of school children in Government Higher Secondary School, Ruabandha, Bhilai. Students help in completing a part of the syllabus as the school faces problem of inadequate teachers. Two weeks services are given by the PG students of the college. The management appreciates their contribution and award them with certificates. The College strongly agrees on the value of sensitizing students towards social responsibility. The staff and students of P.G. Department of Mathematics and Computer Science organise Learning with fun where they invite primary school students to the computer lab and teach them fractions and create interest in them for computers through interactive sessions. The PG Department of Economics organises year long programme of Gyan daan for weak students of primary classes and teaches them Mathematics, English Science and Social Studies. The staff and students relates to their obligation towards the underprivileged section of the society by visiting orphanages, oldage homes and schools for specially able children where they connect and transform their own lives. The college team of Anti-Narcotic Cell visit nearby schools and villages to conscientize the students and public against the ill-effects of narcotics and administer a pledge of abstinence. The NSS and NCC wing of the college organizes camps in nearby village and create awareness towards health issues, personal hygiene, and also social issues like educating girl child, child labour, alcoholism and drug addiction. AIDS awareness programme is also conducted. Dental camps are organized by Education department. [7] Resources Required: All the services were accepted by the community with enthusiasm. Volunteers (student and staff) develop qualities of integrity, compassion and self-reliance through these activities. They have realized the value of education and the challenges faced by dropouts in the society. Student's participation has increased in all these activities. Best Practices II [1] Title of the Practice : Academic Support System 2] The Context that Required the Initiation of the Practice: Academic support is considered as a fundamental, inextricable component of an effective educational system. The provision of some form of academic support to students is one of the principle goals of an educational institution. The primary intention behind this is to improve the learning and performance of students and the effectiveness of teaching. Increasing the amount of ?support students receive, in whatever form, is one of the main ways by which the college improve the educational standard. The design and execution may vary but every education institution perceives and interprets both the purpose and obligations of academic support in significantly different ways. Administrators, teachers, counsellors and every other staff members would assume responsibility for providing the academic support students need to succeed. [3] Objective of the Practice: In practice, academic support encompasses a broad array of educational strategies, including tutoring sessions, after-school programs, academic advisors, as well as alternative ways of guidance and counselling, and instructing students. Academic support may be provided to individual students, specific student populations (such as non English speakers or disabled students), or all students in a school. This usually refers to the services provided to underperforming students, which may be used in reference to enrichment programs and more advanced learning opportunities provided to advanced learners. [4] The Practice: Classroom-based strategies: Teachers continually monitors student performance and learning needs, and then adjust what they teach or how they teach to improve student learning. College-based strategies: College has created academic-support opportunities during the working day by working one-on-one with a teacher and be given more time to practice skills or learn complex concepts for example Special Teaching Assistance Programme (STAP) and assistance offered to students who attend NSS/NCC camps and sports/ cultural competitions to complete the syllabus of the programme enrolled. Technology-assisted strategies: The College uses digital learning applications, such as

visual simulations to help students grasp difficult concepts for PG and UG students. Assistance is also provided to PG students during preparation of assignments towards specific educational focus. [5] Obstacles Faced if Any And Strategies Adopted to Overcome them: The college has not maintained data regarding some of these strategies. Not all the students who need the assistance of support system are benefitted because of various reasons. Some are distracted and deviated due to peer influences or personal issues, though some of them can be put into right track by the efforts of the faculty. [6] Impact of the Practice : Mentor mentee support: Every class has an Academic advisor. They build stronger and more understanding relationships between teachers and students. The general idea behind this is that students will be better served and more effectively taught if teachers know students well and understand their distinct learning needs, interests, and aspirations. Skill-based support: The PG Department of English provides all students with 30 days Communicative English Class which is concentrated on instruction, practice, and guidance in reading, writing, and communicating. The support is provided during the working day, before or after regular school hours. Personality development programmes are also conducted in the college in order to develop self-awareness, self- confidence time management, relationship skills and decision-making capacities. Need-based support: The current as well as the ex-students of the college are provided with academic support based on identified learning needs. The college provides intensive instruction, practice, and guidance to students who are struggling academically for example supplementary exam preparation of students if any. The ex-student who are performing academically or developing intellectually well below or above the expectations for their age or grade level are also helped with proper guidance and counselling by the teachers and the counsellors. Finance-based support: The College supports a limited number of students who are financially weak by providing them with scholarships and fees waivers. The college also encourages students to avail the scholarship facilities sponsored by the Government and private agencies. [7] Resources Required: What makes children successful has everything to do with finding out who they are, where they come from, what their needs are, and accommodating those needs. The college needs to involve the parents while reforming strategies in support services as they help us to know the needs and degree of accommodation of those needs.

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

<https://www.stthomascollegebhilai.in/igac/best-practices/#toggle-id-4>

7.3 – Institutional Distinctiveness

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

Social Awareness is the ability to take the perspective of and empathize with others from diverse backgrounds and cultures, to understand social and ethical norms for behavior, and to recognize family, school, and community resources and supports. Social Awareness skills and societal awareness helps us to understand how one fits into and contributes to the community and the world, as well as how we get what we need from the world. The college continuously undertakes multifarious social awareness programs and activities through NCC, NSS and other departmental associations.

- o Distribution of Medicinal plants saplings to student and staff in collaboration with Medicinal Plant Board CG
- o The Art of Giving is practiced by the students and faculty of PG Department of Botany by donating towards the Mid Day Meal for 6 children at Akshay Patra
- o Demonstration of Basic experiments and uses of various instruments to Class 9 students of neighbouring schools to develop interests in Life Science.
- o PG and UG students assisted Govt. Middle and High School, Ruabandha towards completion of a part

of their course as there is scarcity of teachers in the school. o International women equality day was celebrated on 26-08-2015 for Woman Liberation and Empowerment in the society. o Gyan Daan program is organised by the Department of Economics for the weak students in Govt. Primary School, Ruabandha in all subjects throughout the year. o Old - age home visits were organised by various departments. o Workshop for children of primary class of Ruabandha Govt. School was organised by Dept. of Mathematics and Computer Science. The class was organised to introduce students with the modern Technology. o Various activities like awareness programs organised during the year (tree plantation and their nurturing, AIDS, Health and Hygiene) , blood donation camp and Street Plays (Abuse of narcotic substances, Swachh Bharat, Cashless Transaction).

Provide the weblink of the institution

<https://www.stthomascollegebhilai.in/igac/institutional-distinctiveness/>

8. Future Plans of Actions for Next Academic Year

Future plans of action for the next academic year (500 words) • The college will open new courses like M.A[Psychology] in the next session. • Establish more linkages and collaboration • Improve Alumni support system • Preparations for Peer team Visit