



ST. THOMAS COLLEGE (AUTONOMOUS)
THRISSUR, KERALA - 680 001



NAAC 5th Cycle Accreditation

NAAC (4th Cycle): A++ Grade, 3.70 Score
NIRF Ranking 2022: 53

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ST. THOMAS COLLEGE (AUTONOMOUS), THRISSUR

e-GOVERNANCE ANNUAL REPORT



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Annual Report E governance, 2022-2023
St. Thomas College (Autonomous), Thrissur

Introduction:

St. Thomas College (Autonomous), Thrissur, was affiliated under University of Calicut till 2014 and was granted autonomous status by UGC, 2014. The academic autonomy helped to introduction of e-governance policy and to implement the same in the fields of administration, admission of students, student support, finance management and examination. The objective is to enhance better governance ensuring transparency, interactions, transactions, exchange of information among its stakeholders. These interactions and privileges are exercised to its stakeholders through the Enterprise Resource Planning (ERP). Consequently, respective portals with a unique username and password have been availed to the stakeholders like the Principal, Manager, Controller of Examinations, Assistant Controller of Examinations, Academic Department Heads, Deans, Finance Managers, Faculty, Non-teaching staff, Students and Parents. The implementation started with effect from 2014 through St. Thomas Academic Management Systems (STAMS).

Major developments in the pillars of Administration, Finance and accounts, Admission and Examinations from effective from 2014 and implemented in 2022 are:

Administration:

All the IQAC Activities, NAAC Accreditation process that were automated online continued. Feedbacks of all the stake holders are collected using the online feedback system available in STAMS.

Academic Planning using MIS continued with better transparency.

MIS system with has students and Employee Grievance module were effective during these years.

The college with fully equipped and digitalised library management system is functioning and continued

The library avails e journals, e books to its readers

Finance and Accounts:

Financial transactions using e governance mechanism with the help of TALLY

The process of salary bills was carried using the online tool, namely, 'SPARK'.

Examination fees are paid online through STAMS.



Student Admission and Support:

The automatic generation of lists regarding admissions using STAMS continued

The admission process has been performed effectively using STAMS during these years.

All the on-going activities in the campus and the details regarding their respective wards were incorporated in the parent portal and regularly notified with mail and SMS

Examination:

Students' registration for Examinations is made online

Seat numbers for examination halls is generated from the software.

Bar Coding is generated for answer scripts.

External marks of students are submitted through STAMS.

The marksheet of all examinations are printed using examination modules of STAMS.

The question paper collection of, internal marks, attendance and the appointment of examiners is done using STAMS.

e-Governance Initiatives

The ERP module, which had a few bugs earlier, was rectified by the vendor and has been stabilized.

The database of the ERP was enhanced with the details of the newly recruited staff and the newly admitted students.

The ERP was enabled with the digital payment system for admissions and examinations modules.

Payment for various services such as the library, college fee, examinations fee has been enabled online for the convenience of the students and faculty.

Examinations (mid semester and end semester) of the current academic year were conducted online successfully. This has resulted in faster publication of results and access of results by students.

Scholarships and grants for the deserving students were administered online. Applications for Scholarships and e-grants were submitted online by the students; the notifications and transfer of amounts were done online.



Financial transactions, management (preparation of Ledgers, Balance Sheet, Day Books, Cash Books) and reports were handled using the TALLY software.

Payroll management and service book management of the staff was managed online through Service and Payroll Administrative Repository for Kerala (SPARK) online tool.

Feedback on syllabus and feedback on teachers and teaching-learning process were conducted online through college ERP.


Use of ICT-enabled teaching has been enhanced with new equipment and software. Teaching-Learning was automated with MOODLE platform with unique user credentials for all faculties and students.

College Website (stthomas.ac.in) was updated regularly during the academic year with latest developments.


Library activities including book transactions (using KOHA software) and online journals, online resource repository (e-Journals, e-ShodhSindhu, Shodhganga, N-List, etc) successfully functioned during the academic year.

Interactive Panels were installed in 3 classrooms and 3 Seminar halls have been quite instrumental in enhancing the teaching-learning process. Examinations system successfully functioned with online Question Bank mechanism with the software *QnSmarti*.

This report has been submitted and presented to the Governing Council


Dr. Divya George
IQAC Coordinator




Rev. Dr. Martin K A
Principal