

THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

2016-17

*Submitted to
National Assessment and Accreditation Council
Bengaluru*

HINDUSTHAN COLLEGE OF ARTS & SCIENCE

An Autonomous College – Affiliated to Bharathiar University
Approved by AICTE and Govt. of Tamilnadu
Accredited by NAAC- An ISO Certified Institution
Hindusthan Gardens, Behind Nava India, Coimbatore- 641 028.
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Part – A

1. DETAILS OF THE INSTITUTION

1.1 Name of the Institution

HINDUSTHAN COLLEGE OF ARTS & SCIENCE

1.2 Address Line 1

Behind Nava India

Address Line 2

Hindusthan Gardens

City/Town

Coimbatore

State

Tamil Nadu

Pin Code

641 028

Institution e-mail address

hicas@hindusthan.net

Contact Nos.

+91-422-4440555

Name of the Head of the Institution:

Dr. K.M. CHINNADORAI

Tel. No. with STD Code:

91-422-4440555

Mobile:

9894377291

Name of the IQAC Co-ordinator:

Mrs. K. JEYALAKSHMI

Mobile:

9600954345

IQAC e-mail address:

iqac@hindusthan.net

1.3 NAAC Track ID (For ex. MHCOCN 18879)

TNCOGN15465

1.4 NAAC Executive Committee No. & Date:

EC(SC)/01/A&A/081 dated 3.5.2014

1.5 Website address:

www.hindusthan.net/hicas/

Web-link of the AQAR:

<http://hindusthan.net/hicas/about-us/iqac-AQAR> 2016-17

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.75	2014	5 years

1.7 Date of Establishment of IQAC :

28/05/2014

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC:

- i. AQAR (2014-2015) submitted to NAAC on (14/11/2015)
- ii. AQAR (2015-2016) submitted to NAAC on (15/11/2016)

1.9 Institutional Status

University

State Central Deemed Private

Affiliated College

Yes No

Constituent College

Yes No

Autonomous college of UGC

Yes No

Regulatory Agency approved Institution

Yes No

(AICTE)

Type of Institution

Co-education Men Women

Urban Rural Tribal

Financial Status

Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)
TEI (Edu) Engineering Health Science Management

1.11 Name of the Affiliating University (*for the Colleges*)

Bharathiar University
Coimbatore-641046

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence	<input type="text" value="-"/>	UGC-CPE	<input type="text" value="-"/>
DST Star Scheme	<input type="text" value="-"/>	UGC-CE	<input type="text" value="-"/>
UGC-Special Assistance Programme	<input type="text" value="-"/>	DST-FIST	<input type="text" value="-"/>
UGC-Innovative PG programmes	<input type="text" value="-"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input type="text" value="-"/>		

2. IQAC COMPOSITION AND ACTIVITIES

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- 1. Total quality improvement
- 2. Monitoring Teaching learning process
- 3. Feedback – Student review & staff self appraisal
- 4. Academic Audit

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
To Implement campus Automation	Study materials uploaded, Attendance through online, Admission and other administrative work done through e-campus
<ul style="list-style-type: none"> ❖ To introduce Diploma in clinical lab technology and establish a Laboratory with the required equipments. ❖ To introduce PG Program in English and establish a language Laboratory with the required equipments. ❖ To introduce research Programs in Electronics and communication. 	New Programs were introduced and required infrastructures were created.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate College Committee

Governing Body

Provide the details of the action taken:

Part – B

CRITERION – I

I. CURRICULAR ASPECTS

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	10	-	10	-
M.Phil	10	-	10	-
PG	14	-	14	-
UG	19	3	22	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	1	1	2	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	54	4	58	-

Interdisciplinary	18	-	18	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	38
Trimester	-
Annual	-

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Our institution was granted autonomous status from the academic year 2016-17.

Since autonomy was granted as per the guidelines of UGC, Board of studies has been constituted consisting of experts from the relevant fields

After due consideration, syllabi of all the UG and PG programmes with Choice Based Credit System pattern to meet the Local / National / Regional / Global developmental needs with learning objectives.

It also focuses on employability , entrepreneurship and skill development

The recommendations of the Board of Studies in the Academic Council for approval and the Academic Council has approved from the academic year 2016-17.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

B.Com (AF)	- 60
B.Com (B & I)	- 60
B.Sc. Maths	- 60
Dip. In Micro Bial Bio Technology	- 50

CRITERION – II

2. TEACHING, LEARNING AND EVALUATION

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	317	260	45	10	2

2.2 No. of permanent faculty with Ph.D.

83

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
77		-	-	-	-	-	-	77	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

10

06

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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	85	143	16
Presented papers	107	143	13
Resource Persons	4	23	5

2.6 Innovative processes adopted by the institution in Teaching and Learning:

The teaching and learning methods comprise technology driven pedagogical process like Power point presentation, LCD , Virtual labs, Seminars. Group discussions , guest lectures, webinars, quiz etc.

Management games were conducted for various disciplines

Case study method was adopted to make the students to learn problem solving skills

- ❖ By enacting ‘role play’ method for students to understand the theoretical concepts
- ❖ Question banks
- ❖ Team building exercises
- ❖ Concept inculcation through real time cases
- ❖ Smart class, e learning , live demonstration and group activities

2.7 Total No. of actual teaching days during this academic year

185

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- ❖ Computerised Hall Ticket with Photo, Subject time table and Place of Examination
- ❖ Internal Flying Squared method to monitor conducting of Examination in addition to monitoring by Chief Superintend, Controller of Examinations and Deputy Controller of Examinations
- ❖ External Chief during valuation work
- ❖ OMR method of marking entries

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

76	-	-
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2.10. Average percentage of attendance of students

88.5%

2.11 Course/Programme wise distribution of pass percentage : **April-2017 (Final Year UG & PG Students)**

S.No.	Title of the Programme	Total No. of students appeared	Division				
			Distinction (in %)	I (in %)	II (in %)	III (in %)	Pass (in %)
1	Language						
2	B.A. English Lit.,	58	1	25	20	15	92
3	M.A. English Lit.,	33	1	20	10	3	90
4	Commerce	128	2	64	20		84
5	Commerce-CS-	105	8	33	23	30	90
6	B.Com CA	159	2	43	12	5	62
7	M.Com. CA	49	8	56	13	3	80
8	MIB	50	-----	42	7	---	99
9	Commerce PA & AF	103	10	60	17	2	86
10	Commerce IT& BI	106	6	12	16	25	59
11	B.Sc. Comp. Science	170	58	35	30		72.35
12	M.Sc. Comp. Science	49	17	38	24		100

13	Computer Applications (BCA)	156	6	50	15	7	72
14	Computer Applications (MCA)	76	20	32	12		84
15	BBA	100	4	14	18	21	57
16	BBA CA	136	5.7	27.36	59.2	7.74	84
17	B.Sc. Maths CA	60	20	17	2	-	42
18	M.Sc. Maths	23	6	15	2	-	86
19	B.Sc. Viscom	54	2	66	20	14	92
20	M.Sc. Viscom	23	1	62	18	20	96
21	B.Sc. Biotechnology	57	35	48.60	8.40	-	92
22	M.Sc. Biotechnology	15	33.30	50	3.70	-	87
23	B.Sc, Microbiology	50	10	54	26	10	80
24	M.Sc. Microbiology	12	33	50	17	-	100
25	Catering Science & Hotel Mgt	40	6	32	24	8	70
26	B.Sc. CDF	56	71	18	23	-	94.6
27	M.Sc. CDF	6	83	17	-	-	100
28	B.Sc. Information Tech.	117	10	30	27	5	72
29	B.Sc. Computer Tech	109	12	30	30	3	75
30	M.Sc. Infm Tech.,	24	10	13	--	--	96
31	Management PG (MBA)	180	1	51	27		79
32	M.Sc. Electronics	6	6	-	-	-	100
33	Social Work	26	3.9	96.1			100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

IQAC plays a major role in restructuring the teaching – learning plan of the college developed on the basis of attainment of the vision, mission and objectives of the programmes and courses taught. Based on the specific needs of industry, feedback of employers, academic experts and alumni, curriculum and teaching learning process were mapped. Conferment of Autonomous status to the College paved the way for the introduction of a host of innovative activities embarking on a paradigm shift from the teacher-centred routine lecture method to learner-centric, practical oriented one. Regular Boards of Studies and the Academic Council meetings, participated by subject experts, knowledgeable persons from different fields, stakeholders of

the educational process and the senior faculty, help to frame syllabi and modify curriculum with a sense of vision and mission.

The values that drive the autonomous systems are need-based curriculum, knowledge-expansion, industrial exposure and grid evaluation. Through these value based system, the college strives to provide quality education to the students on par with global standards.

Further under the guidance of IQAC the following systems were monitored

- ❖ Year Plan preparation
- ❖ Academic Audit
- ❖ Soft Skill Development classes for Faculties and students
- ❖ ICT usage
- ❖ Teaching plan

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
UGC – Faculty Improvement Programme	3
HRD programmes	1
Orientation programmes	7
Faculty exchange programme	0
Staff training conducted by the university	5
Staff training conducted by other institutions	6
Summer / Winter schools, Workshops, etc.	14
Others	17

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	88	-	02	-
Technical Staff	23		01	

CRITERION – III

3. RESEARCH, CONSULTANCY AND EXTENSION

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	4	3	-
Outlay in Rs. Lakhs	-	1010000	650000	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	165	37	2
Non-Peer Review Journals	12	3	2
e-Journals	57	18	NIL
Conference proceedings	47	35	4

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects		NISD	707200	706100
Minor Projects		UGC	160000	
Interdisciplinary Projects		UGC ICT	120000	
			206483	188296
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total		4	1093683	894396

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No. Edited Books

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	6	7	-	-	1
Sponsoring agencies	HECT	INSA			NISD

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year – NIL

Type of Patent		Number
National	Applied	--
	Granted	--
International	Applied	--
	Granted	--
Commercialised	Applied	--
	Granted	--

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
4		6	1	1		3

3.18 No. of faculty from the Institution

who are Ph. D. Guides

and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events

University level State level
 National level International level

3.23 No. of Awards won in NSS:

University level State level
 National level International level

3.24 No. of Awards won in NCC:

University level State level
 National level International level

3.25 No. of Extension activities organized

University forum College forum
 NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

S.N	Date	Department	Activity
1	30.08.2016	Biotechnology	Dengue Awareness Rally
2	05.10.2016		World Nature Conservation Day
3	27.09.2016	Catering Science	Rally Marking World Tourism Day
4	06.10.2016 07.10.2017	Electronics	Two-day workshop on “Mobile Phone Servicing”
5	09.09.2016	Social work	Suicide Prevention Campaign
6	15.09.2016	Social work	One day Awareness Generation Program against Drug Abuse-Hindusthan school
7	04.10.2016	Social work	One day Awareness Generation program against Drug Abuse-Hindusthan college of Arts & Science

8	19.12.2016 – 21.12.2016	Social work	Three Days State Level Training/Sensitization Programme On Specialized Care For Children Affected By Drug Abuse
9	02.01.2017	Social work	Swachh Bharat Abhiyan (Clean India Movement)
10	06.02.2017	Social Work	Rural Camp , Kalivelampatti
11	28.07.2016 30.09.2016	Microbiology	Awareness Programme On Hepatitis On “World Hepatitis Day” In Mani Higher Secondary School, Coimbatore.
12			Training Programme On Mushroom Cultivation
13	29.12.2016		Celebration Of Biodiversity Day
14	08.02.2017		National Science Day Celebration
15		Commerce CA	Traffic Warden (Mr.V.Balamurugan, Assistant Professor Was Appointed As Traffic Warden In Ooty Flower Show) Blood Donation (Nideesh Kumar, Student, I Bba(Ca) Donated Blood At Kmch)
16		BCA	The Programs Which Helped Student To Develop Societal Thinking, Besides Causing Impact On The Society Are: <ul style="list-style-type: none"> • Seminar On Cyber Crime. • Seminar On Android.
17		CDF	Responsibility: Promotion Of Khadi Products To Help The Poor Weavers.
18		Commerce CS	The Faculty Members And Students Of The Department Visited “Cheshire Homes Coimbatore” And Offered Breakfast For The Underprivileged On Behalf Of The Department. Awareness Programme On “The Scope Of Commerce Group And Career Opportunities” To The Students Of St. Antony’s High School.
19		Commerce IB	Provided Food And Materials To The Needy People In Orphanage Conducted Yoga Practice For Students Provided Food And Materials To The Needy People In Orphanage Conducted Yoga Practice For Students
20		English	<ul style="list-style-type: none"> • Visited orphanage • School visit
21		Commerce PA & AF	<ul style="list-style-type: none"> • Students were taken to industries for practical exposure

22		IT/CT	<ul style="list-style-type: none"> • Election awareness program organized by incoordination in the singanallur cooperation. • Voters id card correction entry.
23		Viscom	<ul style="list-style-type: none"> • Living with people • Film festival

CRITERION – IV

4. INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	50799 SQ.M		MGT	50799 SQ.M
Class rooms	145		MGT	145
Laboratories	21		MGT	21
Seminar Halls	4		MGT	4
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		5	MGT	
Value of the equipment purchased during the year (Rs. in Lakhs)		Rs. 4555368/-	MGT	
Others (Modernization of Auditorium)		Rs.3000500/-	MGT	

4.2 Computerization of administration and library

- College Administration Software -> E-campus
- Library Automation -> LIPSinet

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	34251	18241560	728	162936	34979	18430542
Reference Books	593	650064	34	26046	627	676110
e-Books	1954					
Journals	110	273532	2	3400	112	276932
e-Journals	Delnet N.M. E.I.C.T PROJECT – UNDER BSNL	11500 25281		Delnet		11500
Digital Database						
CD & Video	353					353
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depts.	Others
Existing	1407	21	All Systems	400	1090	30	37	250
Added			All Systems	--			02	
Total	1407	21	All Systems	400	1090	30	39	250

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

E- campus training program for all.

4.6 Amount spent on maintenance in lakhs :

i) ICT

Rs.3,00,000/-

ii) Campus Infrastructure and facilities

Rs. 2,98,87,642/-

iii) Equipments

Rs. 2,00,000/-

iv) Others

Rs. 5,00,000/-

Total :

Rs. 3,08,87,642/-

CRITERION – V

5. STUDENT SUPPORT AND PROGRESSION

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- ❖ IQAC initiated several awareness programmes regarding career opportunities with main emphasis on job opportunities and higher education.
- ❖ Training programmes on personality development have been introduced to give value addition to the curriculum.
- ❖ Placement training programmes were organised through placement cell
- ❖ Orientation programmes for I year students

5.2 Efforts made by the institution for tracking the progression

Progression of students in attendance and academic performance is monitored continually and a well defined mechanism is developed placed in the system. Percentage of attendance of students will be calculated and the names of those who have put up less than 75% will be displayed on all notice boards and also their signatures will be taken. The parents of these students are also informed by sending SMS through Tutors.

5.3 (a) Total Number of students

UG	PG	Ph. D.	M.Phil	Others
5958	1234	24	29	52

(b) No. of students outside the state

426

(c) No. of international students

16

No
10

 Men

No
6

 Women

Last Year (2015-2016)						This Year (2016-2017)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2644	664	18	3859	5	7190	1084	740	20	5409	-	7253

Demand ratio 89.92%

Dropout 3%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

The main focus is on campus placements. The institution has exclusive Training and placement cell and all eligible and enrolled students for such placements are trained by experts. Coaching is also given for students who opt for Higher Education.

Apart from this, the institution has the following as in house training centres.

- ❖ CA-CPT Coaching
- ❖ Bank Exams Coaching
- ❖ Civil Services Coaching etc.

No. of student beneficiaries

5.5 No. of students qualified in these examinations

NET	<input type="text" value="1"/>	SET/SLET	<input type="text" value="2"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text" value="1"/>	UPSC	<input type="text"/>	Others	<input type="text" value="32"/>

5.6 Details of student counselling and career guidance

- ❖ Student counselling system is in place. Around 20 students are attached to each faculty and the faculty will provide focused counselling and guidance by interacting with the students at regular intervals.
- ❖ Exclusive career guidance classes are organized by the Counselling and Guidance cell every year on regular basis.
- ❖ No. of students benefited

5.7 Details of campus placement

	<i>On campus</i>		<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
46	832	192	110

5.8 Details of gender sensitization programmes

An exclusive women's cell is set up and is fully functional and it organizes various programs sensitizing students on gender and it has given remarkable result.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International

Cultural: State/ University level National level International

5.10 Scholarships and Financial Support

	Number of students	Amount
Scholarship from Promoting Body	1764	29894475
Scholarship from government	173	2002395
Scholarship from other sources	46	3,80,000
Number of students who received International/ National recognitions	--	--

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: NIL

CRITERION – VI

6. GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 State the Vision and Mission of the institution

VISION

To provide world class education to the students to face global challenges and to inculcate the latest trends in technological advancement. To cater the needs of the environmental and ethical values in the mind of students to become good citizens and entrepreneurs.

MISSION

The Mission of the college is to pursue a philosophy of perceptual acquisition of knowledge. The important policy is to provide value based education and to bring out the hidden potentials in students that equip them to approach life with optimism.

6.2 Does the Institution has a management Information System

Yes

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- 1: Teaching plans & methodologies.
- 2: Subject allocation as per specialization of teachers.
- 3: Feedback from alumni, corporate, visiting faculties.

Required inputs will be taken from various stake holders like companies that visit for placements, experts who visit the college on various occasions, alumni, etc. these inputs are discussed at length in BOS and finalized appropriately.

6.3.2 Teaching and Learning

Feedback , Remedial Class, Well Stocked Library, ICT, Innovative practices in teaching, seminars, FDP, QIP.

Lesson plan will be prepared in every course and instruction will be delivered adhering to the academic plan. Lesson diary is recorded in the class students' attendance register. Details of students who have presented their seminars is also recorded in the attendance register of the respective course.

6.3.3 Examination and Evaluation

Two internal examinations are conducted every semester and the college being an autonomous institution designs the schedule. The internal examinations are evaluated by internal teachers and external examinations are evaluated 100% from outside.

6.3.4 Research and Development

An exclusive research and development cell is set up and functioning actively. The cell provides all the necessary guidance by suggesting various funding agencies that provide financial assistance. It encourages applying for externally funded research projects. It also calls for in-house also projects, scrutinizes and recommends for sanction. This has increased the research activity and increased the quality and quantity of research publications.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Laboratories and Library are updated, ICT based instruments and computers are purchased and used.

24 x 7 Internet, Wi-Fi, CC TV surveillance services are provided in the campus .

6.3.6 Human Resource Management

Additional qualified faculty have been recruited to improve quality of teaching.

Guest lectures and invited talks are arranged for both faculty and students to give exposure to new and up-coming technologies.

Additional technicians have also been recruited to assist faculty dealing with laboratory classes and also maintenance of equipment in the laboratories.

Various leaves, additional increments, , study leave for faculties perusing research degrees are being provided to teachers.

6.3.7 Faculty and Staff recruitment

Appointment Committee is functional under the leadership of the Principal and Subject Experts were involved in the recruitment process to select the right candidates

6.3.8 Industry Interaction / Collaboration

Active Industry – Institute Interaction cell ensures industry- institute interaction and industry experts are invited to take workshops on regular intervals . The institution is making its best efforts to tie up with them by signing MoUs helping each other

6.3.9 Admission of Students

1. Ample publicity is given in all local news papers calling for applications from all the aspiring students.
2. Admission process is automated and admissions are done on merit by following university and government norms.

6.4 Welfare schemes for Teaching and Non Teaching staff members :

- ❖ All Statutory compliances are met as per the Government norms.
- ❖ Apart from this Medical Insurance Policy is provided
- ❖ Sponsored Trainings: Teaching and non-teaching staff are being sent for various workshops and trainings and the expenses are borne by institute.
- ❖ Staff Academy: The committee prepares the list of staff who has some special achievements in curricular, co-curricular and extra-curricular field and felicitation of these staff is done by principal in general meeting.
- ❖ Fee concessions waiver for wards of the staff.
- ❖ The facility of Personal Loans & Salary-in-Advance is also given to those in need of it.
- ❖ On Festive occasions like Diwali, gifts are distributed to the teaching & non-teaching staff

6.5 Total corpus fund generated

.Rs.120571572.71/-

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Rehinland, TUV Certification, German Standards	Yes	M.R (Management Representative)
Administrative	Yes	Rehinland, TUV Certification, German Standards	Yes	M.R (Management Representative)

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes

Yes

No

For PG Programmes

Yes

No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- ❖ Introduction of Aadhar Number in the mark sheet
- ❖ Computerization of preparing Time Table for Examination
- ❖ Appointment of External Representative in the Evaluation Process
- ❖

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NOT APPLICABLE

6.11 Activities and support from the Alumni Association **-Nil-**

Alumnus of our institution are invited for Interaction with present students for sharing of knowledge, experience, suggestions, etc

6.12 Activities and support from the Parent – Teacher Association

Regular meetings are held with Parents and Teachers. At the outcome of the meeting and with the support of parents student counselling is done to maintain standards with the students.

6.13 Development programmes for support staff

Faculty Development programmes and career enhancement programmes conducted for supporting staff also.

6.14 Initiatives taken by the institution to make the campus eco-friendly

E-Waste Management, Hazardous waste management, Landscape garden & Sapling distribution, Green Audit System, Energy Conservation, Water harvesting, (Recycling), Efforts for carbon neutrality, Plantation, Uses of renewable energy sources- Solar Panel are undertaken to make the campus eco-friendly

CRITERION – VII

7. INNOVATIONS AND BEST PRACTICES

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- ❖ Students Development Programmes
- ❖ Recycling of Fibre Waste
- ❖ Role Play of Drama Characters
- ❖ Mushroom cultivation Unit
- ❖ Practical oriented Classes
- ❖ Outcome based teaching

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- ❖ Guest Lectures were arranged as per the requirements of the students
- ❖ Real time practical sessions were offered

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- ❖ Scholarship to the poor & needy
- ❖ Free admission to the socially disadvantaged community
- ❖ Competency enhancement programme for Rural Women

7.4 Contribution to environmental awareness protection

- ❖ E-Waste Management
- ❖ Hazardous waste management
- ❖ Green Audit System
- ❖ Energy Conservation
- ❖ Rain Water harvesting
- ❖ Waste water Recycling
- ❖ Use of renewable energy sources- Solar Panel etc.

7.5 Whether environmental audit was conducted? Yes

7.6 Any other relevant information the institution wishes to add. (for example SWOC Analysis)

STRENGTHS

- ❖ Strong Internal Quality Assurance cell which supports and guides in identifying and bridging the curriculum gap.
- ❖ Highly Committed management, faculty and staff ensuring excellence in every aspects of education with more than adequate lab and other infrastructure facilities. .
- ❖ Have increasing number in campus placements
- ❖ Promoting all-round education, the College offers excellent sports infrastructure and coaching resulting in achievements in various levels of games and sports.

WEAKNESS

- ❖ Research publications in reputed and good Impact factor journals to be improved.
- ❖ No funding from UGC
- ❖ Lack of financial support from State and Central Government.
- ❖ Quality of input available for Self Financing Colleges.

OPPORTUNITIES

- ❖ Opportunities to attract research funding from the Central and State government agencies
- ❖ Opportunities to improve Active alumni participation
- ❖ Higher grading in NIRF
- ❖ Scope for obtaining higher scoring and NAAC accreditations

CHALLENGES

- ❖ To have a strong presence at the national level in the area of research carrying high impact publications, patents, etc.,
- ❖ Targeting and educating the socially and economically backward students to bring into the main stream.
- ❖ Promoting the Entrepreneurship passion among the students.
- ❖ Fighting for development and computing with funded institutions

8.. Plans of institution for next year

- ❖ Introduction of New courses
- ❖ Examination reforms
- ❖ Research
- ❖ Value added courses
- ❖ Career Enhancement
- ❖ FDP
- ❖ Organizing International conferences

SIGNED XXXXXXXX

Signature of the Co-ordinator, IQAC

Name : MRS.K. JEYALAKSHMI

SIGNED XXXXXXXX

Signature of the Chairperson, IQAC

Name : DR. K.M. CHINNADORAI

