YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	NANJIL CATHOLIC COLLEGE OF ARTS AND SCIENCE
• Name of the Head of the institution	Dr. A. MEENAKSHISUNDARARAJAN
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04651244788
• Mobile no	8903013368
• Registered e-mail	nanjilccas@gmail.com
• Alternate e-mail	naccas.naac@gmail.com
• Address	Nedumcode, Kaliyakkavilai
• City/Town	Kanyakumari District
• State/UT	Tamil Nadu
• Pin Code	629153
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	**Self-financing**
• Name of the Affiliating University	**Manonmaniam Sundaranar University**
• Name of the IQAC Coordinator	**Dr. M. AMALANATHAN**
• Phone No.	**04651244789**
• Alternate phone No.	**04651244788**
• Mobile	**9940347178**
• IQAC e-mail address	**naccas.naac@gmail.com**
• Alternate Email address	**nathan.amalphysics@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)	https://nccas.edu.in/IQAC/pdf/AQAR-2020-2021.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://nccas.edu.in/IQAC/documents/callender/2021-2022_Students_Hand_Book.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.30**	**2017**	**30/09/2017**	**29/09/2022**

6.Date of Establishment of IQAC	**27/03/2014**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NA	**NA**	**NA**	**NA**	**0**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File

9.No. of IQAC meetings held during the year	10	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	No	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

11.Significant contributions made by IQAC during the current year (maximum five bullets)

1. Streamlined the process of data collection and compilation from departments and carried out various Curricular, Co-curricular and Extra Curricular activities.
2. Took the initiative to organize various programmes pertaining to committees/cells functioning in the college.
3. Streamlined the process of conducting online classes.
4. Academic Audit was conducted in all the departments
5. Feedback was collected from all the stakeholders and analysis report has been submitted to IQAC

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Preparation of an annual plan	Annual plan was prepared in consultation with the Management, Principal and Head of the Departments
Preparation of Academic calendar	Academic calendar was prepared and distributed to all the students and staff members
Orientation for First year students	Orientation programme for first year students was conducted
Bridge course	To bridge the learning gap between the school level and the college level the bridge course was conducted for first year UG students in all the departments
Stock Verification in labs and library	The team was constituted to verify the stocks in the laboratory and library. The stock verification report has been submitted to Management through the Principal
Vaccination camp	Vaccination camp was organized in the college premises
Organising seminar/webinar	The departments have organized seminar/webinar for the benefit of staff and students and the report has been submitted to IQAC
Practical Training to school students	The practical training classes were conducted for plus two students
Academic Audit	Academic Audit was conducted in all the departments
Commencement of Shift II Classes	Shift II classes on TNPSC, Driving, Tailoring etc has been conducted in the college
Classes for slow learners	Remedial classes were conducted for slow learners and the

	performance of the students has improved.
Classes for advanced learners	Special coaching classes were conducted for advanced learners in all the departments.
ICT training for students	Final year students were trained by ICT academy
QLM report preparation	The departments have prepared the QLM report and submitted to IQAC
QNM data collection	The QNM data collection has been completed and submitted to IQAC
Participation in NIRF	The NIRF report was successfully submitted
AISHE	Participated in AISHE
Research Publications	Staff members have published good number of articles in various Journals
Graduation day	Graduation day was organized in the college
Parents meeting	The parents meeting have been conducted in all the departments and the parents were informed about the performance of their wards in the Internal tests.
Extension activities	The departments have organised various extension activities for the benefit of local community.
Feedback collection and analysis	Feedback on teaching and learning process was collected from students through a standard questionnaire and the analysis report has been submitted to the IQAC. Feedback on infrastructure has also been collected from parents and alumni.

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
College Committee	19/10/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	14/02/2023

15.Multidisciplinary / interdisciplinary

Nanjil Catholic College of Arts and Science shall focus on a holistic, multidisciplinary and personality development of students by imparting various skills of learners. The college strives to be a institution in transforming students lives through an innovative, professional, compassionate and lifelong learning approach to education. The college has mission of providing innovative educational opportunities, environments and experiences that enable students to learn, grow and transform the world.

Our college has organised several programs involving science and arts groups with a view to expanding the horizons of knowledge for students. Being the affiliated college, it offers the courses prescribed by the University. The choice based credit system is followed in all the courses for UG and PG programs.

For undergraduate programs, courses like valued based education, Environmental science and personality development are offered with a view to expanding the knowledge base of students in all areas. The students of Master of social work undertake projects related to community service and development, awareness on several social issues etc. Moreover, the students actively engage in community service by organizing programmes every week in villages and help the people.

Important days like International Yoga Day, Teachers day, Science day, Women's Day are organized with the involvement of all the disciplines of the college.

Apart from allied courses offered for undergraduate students, students have the option of selecting non major elective courses in the second year, thereby the students get significant knowledge

about multidisciplinary areas.

Undergraduate and postgraduate students undertake project in 6th and 4th semester respectively which are interdisciplinary in nature. A good number of add-on courses also offered in the college which is interdisciplinary in nature to enhance comprehensive knowledge level of the students. The research departments are engaged in basic research and have produced good number of publications.

16.Academic bank of credits (ABC):

Academic bank of credits has not yet been implemented in our University. We look forward to its implementation in next academic year. However Faculty members participate in the Board of Studies of their subject, and get involved in design of syllabus.

Since the college is affiliated to Manonmaniam Sundaranar University, it follows the syllabus with choice based credit system (CBCS) prescribed by the University. HODs allocate the subjects to the faculty members based on their field of interest and experience. Faculty members have their own course plan and the number of hours allotted for each unit may vary which is based on the level of difficulty of syllabus. The effective curriculum delivery is ensured by various strategies like

- Black board teaching
- Power point presentation with other ICT facilities
- Project oriented learning
- Assignments submission
- Group discussion
- Seminar, webinar, laboratory classes
- Field work and extension activities.
- Industrial visit

Performance of students on daily basis is monitored and assessed by subject teachers concerned using Quiz based approach and Problem Solving approach.

17.Skill development:

Skill Development is an integral component of education in the 21st century. In order to make the students build their skill set several vocational programmes are offered like art and craft making, Tailoring, Driving among others for which skilled trainers have been engaged to teach the students. In collaboration with driving school, the college helps the students to appear for Vehicle License Test and get their two wheeler or four wheeler license.

To improve the soft skills of the students, language lab classes have been introduced and it is integrated with communicative English paper. In addition to it, to improve the computer skills of the students the University is offering compulsory paper on Computer for Digital Era for Undergraduate students. Six month TALLY software training course is conducted in association with Tally Academy.

The students of physics were given Hands on Training on Basic Electrical and Electronic Applications and students of chemistry were trained on hand wash and soap making. The college is registered with NSQF, Delhi and has got accreditation for six add-on courses. 1. Certificate in Dairy Technology 2. Certificate in Banking and Finance 3. Certificate in Office Automation 4. Certificate in Desktop Publishing among others.

In addition to add on courses, the career guidance program is organized continuously in the college to develop the skills of the students. Coaching is also provided to the students to participate in various competitive exams such as defence, TNPSC, Banking and police selection.

There is compulsory paper on value based education for Undergraduate students. The institution is providing Value-based education to inculcate positivity amongst the learner that include the development of humanistic, ethical, Constitutional, and universal human values of truth (satya), righteous conduct (dharma), peace (shanti), love (prem), nonviolence (ahimsa),

scientific temper, citizenship values, and also life-skills etc. In the value based education social, moral, cultural and spiritual values are taught.

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

The institution is providing the students the opportunity to study Malayalam, Hindi and Sanskrit. The students who come from kerala have the opportunity to study Arimuga Tamil as the Non Major Elective paper. The college is also conducting Yoga programmes which the University has made compulsory for the students.

The students of Master of social work undertake field trips often to understand the traditional knowledge of tribals. The festivals like Pongal, Onam and Christmas are celebrated every year in the college campus with the involvement of students and staff members, so as to take the importance of these traditions to all. During COVID period

the classes, Internal tests and webinars were conducted online.

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

Under the Outcome based education, for continuous improvement of the students, the teachers are focusing on the knowledge and skills that the students acquire at the end of a completion of courses. After the completion of classes, students are encouraged to ask doubts and get clarification from faculty members. Group discussion, mini quiz and class level seminars are some of the activities organized in or outside the classroom so as to help students to achieve the outcomes.

The program outcomes and the course outcomes are evaluated by the institution through the

internal tests, University examinations, practical examinations for science courses, the seminar presentation by the students, assignments and project work.

Result analysis meeting is organized in all the departments in the presence of Secretary and principal after university examination results are published. The Head of the departments submit the report about general outcome, number of students who have secured first class marks, pass percentage of students and the ways to improve teaching and learning process.

Also under the Outcome based education, the students are trained on Problem Solving Skill, Decision Making Skill, Ethical Value, Communication Skill, Managerial and interpersonal skills, Individual and Team Leadership Skill, Contribution significantly to society among others.

20.Distance education/online education:

The college has IGNOU study centre [Centre Code: 40031] since 2015. The following diploma and certificate courses are offered in the study centre. 1. Diploma in Creative Writing in English 2. Certificate in Teaching of English as a Second Language 3. Certificate in Energy Technology and Management 4. Certificate Program in Laboratory Techniques 5. Certificate in NGO Management 6. Certificate in Communication and IT Skills

The institution has enrolled as Local chapters of NPTEL and SWAYAM platforms, so as to enable students and staff members to enroll in courses of their choice to improve their knowledge level. College has subscribed Inflibnet and N-list for accessing research journals

and books. Since the college is an affiliated one, programmes are offered in regular mode only. The college has developed an infrastructure with good ICT facilities in all the departments and has also trained the teachers and students regarding usage of ICT facilities.

The institution is using platforms like ZOOM, Whatsapp, Google meet and Google forms for online teaching and learning. The circulars and communications from the University and the college are sent through Whatsapp group and college office automation.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**29**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**1999**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**990**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**683**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**79**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**3**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**59**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**115.06**
4.3 Total number of computers on campus for academic purposes	**283**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Since the college is affiliated to Manonmaniam Sundaranar University, it implements curriculum prescribed by the University. The choice based credit system (CBCS) is followed in all the programmes. Head of the Departments allocates the courses to all the faculty members based on their expertise in the particular subject,

field of interest and experience. After fixing workloads and subjects to the faculty members, Master timetable is prepared by HOD. On the basis of the master timetable, class time table and individual staff time tables are prepared.

The well planned curriculum is delivered to the students by various strategies like black board teaching, power point presentation, project oriented learning, assignment, group discussion, seminar, hands on training, field work, industrial visit and extension activities.

During the pandemic period, classes were conducted online using google meet platform.

The process of curriculum planning and delivery is supported by the following documents

(a) Minutes of meeting

(b) Annual Plan

(c) Workload file

(d) Time table file

(e) Course plan

(f) Work diary

(f) Internal test Schedules

(g) ICT Register

To ensure the effective delivery of curriculum, all the above documents are periodically updated by the faculty members and verified by the HOD and Principal.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://nccas.edu.in/IQAC/index.php/docs/aqar/criteria-i/2-uncategorised/134-1-1-1

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

The university prepares an academic calendar and communicates it to the affiliated colleges. Colleges in turn incorporate their own plan and distribute it to the staff and students at the beginning of the session. Also it is uploaded on college website.

The academic calendar clearly mentions a schedule for internal tests, Seminars, sports day, parents meeting and celebrations, which are strictly followed to ensure smooth and efficient functioning of its teaching and administrative processes.

The tests are conducted as per the academic calendar and evaluation process is done in a transparent manner. CIE on Monthly basis is always in line with the university internal assessment test. Three internal tests are conducted for the semester. Two best marks scored out of three tests are taken for internal mark calculation.

Continuous internal evaluation of the practical courses is done during practical hours and model practical examination. The methods of evaluation include timely completion of the practical exercises and calculations in the observation and record note book. CIE during pandemic period was done on weekly basis through Google meet. Viva voce was conducted every week to assess the performance of the students.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://nccas.edu.in/IQAC/documents/Documents/AQAR/Criteria_I/1.1.2.pdf

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

B. Any 3 of the above

affiliating University

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

1.2 - Academic Flexibility

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

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

29

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

1

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

26

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File](#)

1.3 - Curriculum Enrichment

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

The courses which address crosscutting issues relevant to Professional ethics, Gender,

Human values, Environmental issues, Social Issues and Personality Development have been

introduced in the Curriculum of Manonmaniam Sundaranar University. The courses on Environmental Studies, Value Based Education, Yoga and Personality Development have been introduced in all UG programmes.

In order to promote gender equality and women empowerment, curriculum is integrated with the course of value based education by giving sufficient knowledge on the topics related with gender equality such as Gender discrimination, Gender balance, Gender-based violence, Gender equality, Women Empowerment, Violence against women among others. Concepts of gender equality make the students to treat the men and women equally.

Human values are integral part of our curriculum which imparts social, moral and cultural values. As per the syllabus of value based education, students are introduced and explained with the concepts of communal harmony, national integration, drug addiction, social justice, globalization, child rights and human rights.

The topics on Environmental studies, Natural resources, Eco system, Biodiversity, Pollution, Human Population and environment among others have been integrated into course of Environmental science to create awareness on Environment and sustainability.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

678

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

250

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students	**A. All of the above**

Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://nccas.edu.in/IQAC/index.php/docs/aqar/criteria-i/2-uncategorised/136-1-4-1
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://nccas.edu.in/IQAC/index.php/docs/aqar/criteria-i/2-uncategorised/138-1-4-3

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

607

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

607

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The assessment of the learning levels of the students is done by the teachers in the classrooms during class hours by asking questions and through conducting class tests, quiz, assignments, seminar among others. Three internal tests are conducted in a semester on the basis of which slow and advanced learners are identified.

Apart from traditional teaching, ICT enabled teaching is followed to enrich the knowledge level and better understanding of concepts.

Slow Learners:

Remedial classes are organized for slow learners, the purpose of which is to give special coaching in areas where they require support. Apart from teaching the specific topics, handouts are given to such students to improve their understanding of the subject. Personal care is taken and students also provided with Question bank, Previous year University Question papers. Home assignments are given and evaluated on a regular basis.

Advanced Learners:

Advanced learners are identified based on their performance in the class tests, assignments, Internal tests etc. Such students are encouraged to participate in all intra/inter college competitions quiz, elocution. They are encouraged to participate in seminars/ internship in order to enhance their knowledge. They are given special coaching in order to enable them secure university ranks.

File Description	Documents
Paste link for additional information	https://nccas.edu.in/IQAC/index.php/docs/aqar/criteria-ii/2-uncategorised/139-2-2-1
Upload any additional information	View File

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

Number of Students	Number of Teachers
1999	79

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Experimental learning:

The learning abilities of students improve if the teaching is done through the power point presentation or using models, in addition to the explanation of the theoretical part of the curriculum. Through the practical classes, the students get the skills in not only handling the equipments but also get the clear understanding of subjects.

Students using Language lab helps them to improve their communication skills and language. With the help of the Language Lab students learn correct sounds and pronunciation besides building a strong vocabulary.

Participative learning:

Group Discussion, Quiz programmes and debates are organized to encourage participative learning. Through the method of group discussion the students are able to interact among themselves and could understand the view of each others.

Also Students undertake group activities such as projects,practicals which leads to participative learning. Apart from field trip/ industry visits, seminars, presentations, orphanage visits are

organised to encourage the students to participate in different programs, which creates leadership quality among the students.

Problem Solving Method:

Along with the classroom teaching and laboratory based experimental learning, students are also involved in group and major projects. The projects help the students enhancing their real life problem solving abilities.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://nccas.edu.in/IQAC/index.php/docs/aqar/criteria-ii/2-uncategorised/140-2-3-1

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

All the classrooms in the college are equipped with computers and LCD projectors so as to make the students understand the ideas and concepts easily. Compared to the traditional blackboard teaching method, ICT enabled teaching is more effective and generate lot of interest among the students.

Teachers make PowerPoint presentations in their respective subjects in the classrooms which help them have an interactive conversation with the students. All the Staff members are familiar with the usage of latest ICT tools. The ICT register is maintained in all the departments in which date, topic of power point presentation made are entered.

Due to the pandemic situation, classes were conducted in the online platform through Google Meet and Google Classroom. Various departments have organized quiz through online for students by using Google Forms. Webinars were also organized in online mode for the students.

Staff members share the reading materials, notes and e-books though Google Classroom, e-mail and class WhatsApp group.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

53

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
Mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

79

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	View File

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

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

65

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

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

2.4.3.1 - Total experience of full-time teachers

79

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

2.5 - Evaluation Process and Reforms

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

The internal assessment is done in a very transparent manner. Three internal tests are conducted in a semester. Internal exam timetable is displayed on the notice board and sent to students through class whatsapp group. The internal exam hall arrangements are displayed in the notice board. The exams are conducted usually for 40 Marks for 2 hours duration.

Internal examination marks are calculated by taking the average of best two internal marks from three tests and assignment marks. The score records of students in internal examinations are properly maintained in the institutions grade book.

The results of each test are declared and displayed on the notice board. Answer sheets are distributed in the classroom after evaluating it by staff concerned. Students can check their answer sheets and clarify their doubts with the staff concerned.

If the students are not satisfied with the marks awarded, they can

approach the internal exam Grievance committee.

Online

During pandemic period the internal tests were conducted online. The question papers for the exam were sent to the students through the Google class room and students submitted the scanned copy of the papers on the same day.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://nccas.edu.in/IQAC/index.php/docs/aqar/criteria-ii/2-uncategorised/146-2-5-1

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

After evaluation of internal assessment answer scripts, the scripts are given to students to have an idea of their performance in the test. After the evaluation the internal mark are displayed on the notice board and communicated to the students.

If the student is not satisfied with the marks scored, they can approach the subject in charge. If not satisfied, then the student can approach Head of the Department. If the student is still not satisfied with the response from their department, the student can approach the Internal Exam grievance cell of the college. In this way, the grievances related to Internal test are rectified.

After the publication of the university result, if the student is having any grievances, the student can apply for the revaluation within the stipulated time and can apply for the photo copy of the paper. After getting the copy of the paper, it is reviewed by the subject expert of the college and can apply for revaluation again. The defects in the marks statement of the students are also rectified within the stipulated time by consulting with the university exam cell through the principal.

File Description	Documents
Any additional information	View File
Link for additional information	https://nccas.edu.in/IQAC/index.php/docs/aqar/criteria-ii/2-uncategorised/143-2-5-2

2.6 - Student Performance and Learning Outcomes

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

The Program Outcomes (PO) and Course Outcomes (CO) are adopted for all programs offered by the institution in accordance with the guidelines of "Manonmaniam Sundaranar University. Course outcome help the students to understand the reason for pursuing the course and helps them to identify their level of academic performance in end of the course.

Department meetings are held at the beginning of every semester to allocate courses and communicate POs, COs and PSOs to each of the faculty members. Students are communicated and made aware of the course specific outcomes through orientation programme and classroom discussion. At the beginning of the session as well as each unit of the syllabus, the faculty articulates the learning objectives and programme specific outcomes to the students.

Program specific outcomes are highlighted during the inaugural sessions which provide information on career options open to students after the completion of the program. The course outcomes are evaluated by the college through class test, Internal tests, Model test, University examinations, University Practical examinations, assignments, seminar and Project work.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://nccas.edu.in/IQAC/index.php/docs/aqar/criteria-ii/2-uncategorised/144-2-6-1
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The college regularly evaluates the performance of students through various strategies for measuring the attainment of the Program Outcomes and Course Outcomes. The course outcomes are evaluated through internal tests. Three internal tests are conducted adhering rules and regulations of the University. The schedule of the internal examination is decided at the beginning of the session and it is mentioned in the academic calendar. Valuation of answer papers are done by subject teacher concerned with in the stipulated time. The subject teacher keeps the record of all internal examinations.

The course outcomes are assessed with performance of students in quiz, class test, assignments among others. The result analysis is done after the publication of University results. The programme outcomes is reflected in pass percentage, number of students who have got good grades and number of University ranks. Moreover, the students get a thorough knowledge in the subject they have chosen. After completing the programme, most of the undergraduate students prefer to go for higher studies and post graduate students take up job in industries, companies, educational sector. Few students opt for research in their respective field of study.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://nccas.edu.in/IQAC/index.php/docs/aqar/criteria-ii/2-uncategorised/145-2-6-2

2.6.3 - Pass percentage of Students during the year

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

579

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://nccas.edu.in/IQAC/documents/Documents/AQAR/Criteria_II/2.6.2/2.6.2_d_.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://nccas.edu.in/IQAC/documents/Documents/AQAR/Criteria II/2.7.1.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

12

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

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

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

0

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

3.2 - Innovation Ecosystem

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

There are research centres functioning in five departments of the college which focus for a collection of academic working on a particular research topic and working in an emerging area of research. Several students are doing their research on various areas such as nanoscience, commerce, water purification among others. Good number of papers has been published in reputed journals.

Our college encourages and motivates all students and staff members to involve in basic research for the benefit of entire community. The labs are equipped with instruments for doing basic research in science. The management is providing incentives for publishing articles and provide OD to attend seminar or conferences etc.

For PG second year students, there is a compulsory project on Fourth semester which they carry out individually. The supervisor gives them the necessary idea about the particular research area that the students have chosen. The students then collect the literature

review of the problem and set the experimental methods followed by characterization and interpretation of their topic. Also several departmental level curricular and extra-curricular activities have been organized to create an ecosystem for innovation and creative transfer of knowledge.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

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

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

19

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

3.3 - Research Publications and Awards

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

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

06

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	[View File](#)

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

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

84

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

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

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

57

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

A number of extension activities to promote institute-neighborhood community have been done to sensitize the students towards community needs. The students of our college actively participate in various social service activities leading to their personality development. The NSS unit of the college undertakes various extension activities such as cleanliness, drug abuse, road safety, Women empowerment among others. The Master of social work department of our college sensitize the school students ,college students and community by organizing programmes such as rally, gender campaign, awareness programmes, street play, role play, group activity, mime show. The social work department in association with different voluntary organizations is organizing extension activities like Gender campaign, Election Awareness Programme, Cancer Awareness Programme, Awareness Class on Personal Hygiene, workshop on transgender

struggles and challenges, Drug awareness, Violence against Women and Laws to Prevent Them, Mobile Addiction and Substance Abuse, and Elimination of TB. It created awareness on contemporary issues to the village people and also the students learned the need of social work intervention.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

27

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

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

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

19

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

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

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

936

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

3.5 - Collaboration

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

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

57

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

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

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

22

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Classrooms: All the classrooms are quite spacious and well ventilated. All the classrooms are equipped with LCD projector with computer and have a provision for the Internet connection.

Laboratories: The science Departments has dedicated laboratories for both UG and PG programmes. There is a research lab in research departments with good number of glasswares and instruments for doing basic research as per the University norms.

Computing Equipment: All the departments in the college are provided with computers with full internet connection, operating system and software up-to-date. Anti-virus and anti-spyware software is also available and updated regularly.

Also the campus is Wi-Fi enabled. The library has a seating capacity of 220, and there are separate reading rooms for PG and research section. There is a circulation counter, OPAC facility, textbook section and a periodical section with computer access. There is an e-library with access to INFLIBNET and N-LIST. There is a facility in the library to photocopy the notes at low cost. There is a language lab with computers to enrich the communication skills of students.

The Facilities available in the institution for teaching-learning are as follows.

Class rooms: 51

Laboratories: 13

Seminar Halls: 1

Classrooms with LCD facilities: 39

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

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

Sports Infrastructure

The College has a play ground used for various outdoor sports activities which include football, Hand ball, cricket pitch, Volley ball court, Kho-kho, Badminton and Kabadi.

Indoor Games: The College has facilities for indoor games

like table tennis, carrom and chess.

The college has yoga centre where yoga classes are held regularly. The University has made it yoga as a compulsory paper for II year UG students. The yoga education helps in self discipline and self-control, leading to immense amount of awareness, concentration and higher level of consciousness.

There is a seminar Hall with a seating capacity of 200 where sound system and projectors are available. Also the college houses a state of-the-art auditorium equipped with a sound system with speakers, amplifiers, mics and projectors, with a seating capacity of over 3000 people. There is a power backup system with generator and all the fire fighting equipments are updated. The cultural activities, seminars, conferences and other programmes are organised in the seminar hall and auditorium.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

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

56

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

115.06

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

4.2 - Library as a Learning Resource

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

The library has state of the art infrastructure with a seating capacity of 220. There are separate reading rooms of PG and Research

students. The e library facility is also available.

The OPAC software allows for a search of the library database by entering preferred name of books, author making the process much easier.

Name of ILMS software: Bonifon ERP

Nature of automation (fully or partially): Fully

Version: 2.0

Year of Automation: 2017

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

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

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

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

4.82

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

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

4.2.4.1 - Number of teachers and students using library per day over last one year

14018

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The campus is wi fi enabled. The institution gets internet connections from two service providers namely Shineplus (upto 100MB/s) and BSNL (upto 40MB/s). The Data transfer via internet is protected by Firewall which is updated.

Students and staffs can access internet by logging in into their account by user Id and password. The computers in the departments are protected with antivirus software which is updated regularly. All the class rooms are equipped with projectors which are being regularly serviced every year.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

283

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

115.06

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

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

There is an auditorium with a seating capacity of 3000 with good sound system and projectors. Also air conditioned seminar hall with a seating capacity of 200 is also available. The auditorium and seminar hall is maintained by office manager and other staff. The programme organizers must book the auditorium/seminar hall well in advance.

The labs are maintained by laboratory assistants supported by lab in charges. Lab entry register and stock register is maintained in all the labs which are updated regularly and checked by the head of the department and Principal. If any instrument is malfunctioning/has to be repaired, it is rectified/repaired after getting approval from the management.

The Library advisory committee meets often to discuss the upgradation of facilities in the library. There are separate reading rooms for PG and research students. A good number of computers are available for e library users. Computer usage register is maintained in the library which is monitored by librarian.

A Sports Committee takes care of the purchase and maintenance of sports equipments. All the class rooms are maintained by staff appointed by management. The RO plant, lift and power generators are serviced annually.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

199

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

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

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

193

File Description	Documents
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	[View File](#)

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

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	[View File](#)
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

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

2

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

2

File Description	Documents
Any additional information	[View File](#)
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

22

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

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

5.2.2.1 - Number of outgoing student progression to higher education

169

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

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

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

1

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

5.3 - Student Participation and Activities

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

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

5

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

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

The institution gives utmost importance to the overall development of students in terms of academic, extracurricular and co curricular activities. The students have been made members in most of the committees functioning in the college.

There is a student council in which senior most students have been made the members. The student council represents and takes the lead role in the day to day activities and functioning of the college. The student council members are part of all the functions and programmes organized in the college. They help the management to organize the college level programmes smoothly. The students have been made members in various committees such as Sports club, Science forum, and Fine arts club among others.

All the departments have class level committees that comprise of student members and staff incharge. The Class Committees support the respective department to organize programmes and provide feedback on all aspects of the programme. Students have strong representation in all cultural and sports committees, who help in organizing sports and cultural events. The students also organize celebrations such as Pongal, Christmas, Onam on their own with the active support from

staff members and student council members.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

388

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

5.4 - Alumni Engagement

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

Alumni association

There is a registered alumini association with Secretary as the Patron and Principal as the Chairman with faculty and students as members. The alumni association is the backbone of any institution whose members occupying several positions contributes significantly for the development of the college.

Activities

1. Curriculum development

The alumni association helps in the development of curriculum by

providing their valuable feedback on the syllabus. The standard questionnaire is prepared and feedback is collected on syllabus from alumni.

2. Book Donation: Alumni members contribute immensely for the development of college by donating Books.

3. Alumni Interaction: Alumni of our college give inputs to aspiring graduates. They are invited as resource persons at various events organized at department and college level. They provide their valuable suggestion and share their rich experiences of working in industries, corporate, academic institutions etc.

4. Placement and Career Guidance: The alumina members train the present students on developing communication skills and nuances of attending the interviews.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Governance is the effective and efficient administration of the institution in a proper framework which includes leadership, direction and control exercised in the college.

The academic related matters are decided by the principal of the college which in turn are conveyed and discussed with the Heads of the departments. The matters discussed in the Council meeting are intimated to the staff by the Heads of the departments in the Department meeting. The Heads of the departments ensures that the

portions were completed before each internal exam/model exam for theory and practical subjects.

The departmental programs such as Seminar, Conference, Fine Arts Day, etc., are planned in the Class committee meeting and staffs are chosen by the Heads of the departments to coordinate the program. The students also take part actively in organizing such programmes. This improves leadership qualities and skills of staff and students.

As far as the lab classes are concerned, students are expected to enter the labs with lab coat and should sign lab entry register. The experiments are explained to the students by the staff in-charge. Lab assistants assist the staff in-charges and students in carrying out the experiments.

File Description	Documents
Paste link for additional information	https://nccas.edu.in/IQAC/index.php/docs/aqar/criteria-vi/2-uncategorised/162-6-1-1
Upload any additional information	View File

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

Bishop of Kuzhithurai diocese is Executive Head of the institution while the secretary is Administrative Head and Principal acts as the Academic head. The academic related decisions are taken in consultation with head of the departments. Heads of Departments report to the Secretary/Principal who ensures the smooth functioning of the institution through the formulation of appropriate policies for the overall development of the Institution.

The conferences, seminars, association meetings etc are organized in the college with the involvement of students and staff members. Various sub committees consisting of students and staff in charge are constituted to coordinate activities such as stage decoration, registration, seating arrangements, presentation, food etc. Thus students and staff members work together for the success of the program. In this way, decentralization and participative management is ensured in the college. In this decentralization, students also chosen to lead students and this could improve their leadership qualities and ensure participative management.

There are forty eight committees/clubs/cells functioning in the college. Every staff member has been made part of some committee/cell and carries out the activities. Hence, all the staff of our college get a chance to lead and coordinate many programmes.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Following the vision and Mission Statement of our college, the

Strategic action plan in consultation with all the stake holders for the year 2021 – 2022 was prepared.

- To get Ph.D guideship for the staff members, who are eligible as per university norms
- To get research funding from various funding agencies
- To publish more research articles
- To develop the departments as DST-FIST sponsored one
- To get good NIRF ranking
- Producing University ranks

The actions plans are effectively deployed and implemented in the college. The steps have been taken to get guideship from University. A good number of articles have been published in reputed journals. A good number of university ranks has been produced. Shift II classes on TNPSC, Driving, Tailoring etc has been conducted in the college. The stock verification report has been submitted to Management through the Principal. The NIRF report was successfully submitted.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://nccas.edu.in/IQAC/index.php/docs/aqar/criteria-vi/2-uncategorised/169-6-2-1
Upload any additional information	No File Uploaded

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

The Organizational Structure of the institution consists of Bishop of Kuzhithurai diocese is Executive Head of the institution, Secretary is Administrative Head and Principal acts as the Academic head. The Governing Body of the College meets often to discuss issues regarding the overall development of the College. The principal is assisted by Office Manager in the administrative activities. The head of the departments and IQAC assist the principal in academic related activities. The class in charges works in collaboration with the head of the departments to ensure effective delivery of curriculum and perform a major role in carrying out curricular and cocurricular activities. The Bursar and Secretary of the college manage finance and ensure effective utilisation of funds available for college purposes. The office assistants help the office manager for smooth functioning of the office.

The following are some of the service rules and procedures of the college.

1. Mandatory to be present in the premises during working hours.

2. Eligible for 12 days of casual leave.

3. Staff should not become member of any external associations / unions while in service.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	https://nccas.edu.in/IQAC/index.php/docs/aqa r/criteria-vi/2-uncategorised/163-6-2-2
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The welfare measures introduced for the teaching staff are as follows.

The college motivates the staff to take part in faculty development programmes, Seminars and Conferences for which permission is readily granted and On duty leave is provided. The staff members can avail permission of one hour two times in a month.

- **Pension and Group Scheme (Gratuity)**
- **Festival Bonus**
- **Uniform**
- **On-Duty Leave**
- **Maternity Leave**
- **ESI**
- **Health room (Medicine is provided free of cost)**

Non-Teaching

- **EPF**
- **Festival Bonus**
- **Uniform**
- **Maternity Leave**
- **ESI**
- **Health room (Medicine is provided free of cost)**

File Description	Documents
Paste link for additional information	https://nccas.edu.in/IQAC/index.php/docs/aqar/criteria-vi/2-uncategorised/164-6-3-1
Upload any additional information	View File

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

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

17

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

24

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

42

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

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

The college has Performance Appraisal system for teaching and non teaching staff. The standard questionnaire is prepared to assess the performance of the teaching and non teaching staff and

the teaching ability, extracurricular activities, research contribution, seminar/conferences participated or organized, results

produced are some of the factors taken into consideration while assessing the performance of staff members.

After the publication of results, result analysis is done by the HOD and Principal. The staff who have produced less pass percentage are motivated to produce good results in the upcoming examinations. Staffs who have produced 100 percent results and published papers are rewarded duing the college day.

Feedback received from students is also considered in the performance appraisal system. The evaluation of the teaching staff is done by the feedback received from students on teaching methodologies, knowledge level of the teacher, course delivery, timely completion of syllabus among others.

The performance of the non-teaching staff is measured through the feedback received from students. They are assessed based on the parameters of efficiency, helpfulness to students and parents among others. The Principal counsels the non-teaching staff members whose performance requires improvement.

File Description	Documents
Paste link for additional information	https://nccas.edu.in/IQAC/documents/Documents/AQAR/Criteria_VI/6.3.5.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The Institution conducts internal audits atleast twice in a semester. The Institution has a full time Bursar who assists the Secretary in the generation of income, expenditure, providing salary etc. The accountants ensure the maintenance of accounts and assist the Bursar in day to day financial activities of the Institution. The accounts are audited externally by a qualified chartered accountant. The bills, invoice and vouchers of the expenditure incurred are verified by the auditors.

The department collects registration fee to organize seminars, conferences and competition. The fund is utilized towards conference

kit, abstract book preparation, remuneration to resource person, Food, certificates to be distributed to the students etc. Thus auditing is a continuous process and every department conducts internal financial audits regularly and submit the report to the Secretary and Bursar.

There is a Purchase Committee functioning in the college to carryout purchases which involve large sum of money. The chemicals and glasswares are purchased by seeking Quotations from vendors and after making comparative statement.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

0.32

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

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

Being a self finance college, the major part of revenue comes from Fees collection. However the departments adopt strategies for fund mobilization and utilization of the resources. The registration fee collected for seminars are used for expenses related to the issuing of certificates, remuneration, food, seminar kit among others.

The infrastructural facilities available in the college such as Auditorium, Seminar Halls, laboratories, Library are utilized in a best possible way. The departments who plan to organize seminar in

the seminar hall/Auditorium must book it after getting approval from Principal. The booking register is available with the Office Manager in which date, time of programme has to be entered.

Lab entry register is maintained in all the laboratories in which entry of all the students is made. The RO purifier is installed in the college to provide clean drinking water and it is maintained with utmost care. Also maintenance/complaint register is available in the college office and maintenance and repair issues are rectified as early as possible.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

6.5 - Internal Quality Assurance System

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

The IQAC plays a major role in maintaining and enhancing the quality culture of the college and suggests quality enhancement measures to be adopted. The IQAC of the college has devised several strategies towards improving and maintaining the quality of education and suggests measures to be taken for all the departments.

Quality assurance strategies and processes

- Preparation Annual Plan
- Mentors are assigned to each student to guide them to achieve their goals.

- Bridge courses are conducted to the first year UG

- Remedial classes are conducted to the students who have learning difficulties

- Coaching classes are conducted for advanced learners
- . IQAC has suggested all the departments to organize seminars, webinars, faculty development programmes with a view to widen

- up their knowledge and skills in the selected areas.
- To publish articles in reputed journals
- To encourage the students to participate in the various competitions held within and other colleges.
- Improve the employability skills of student by providing training on soft skills
- Promoting extracurricular and extension activities
- Collection of feedback from all the stakeholders on the designing and review of syllabus, Infrastructure and prepare analysis report and ensure appropriate action taken.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

The Academic Calendar is prepared in advance, distributed to all the students and displayed on the website. The orientation programme is organized for the First year UG students in which they are made aware of uniqueness of the Education system, the teaching learning process, the system of continuous internal evaluation, compulsory core courses, Allied and Elective courses offered and various co-curricular activities.Bridge course is conducted in the respective departments in which students are taught the fundamentals in the respective subject.

Institution reviews its teaching learning process and learning outcomes through the feedback on teachers from students. The analysis report is prepared and suitable action is taken. This helps in identifying the strengths and weaknesses and taking corrective measures to enhance our teaching learning process. The teachers are apprised by the principal and IQAC, about the feedback received from students and areas where they need to improve.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://nccas.edu.in/IQAC/index.php/docs/aqar/criteria-vi/2-uncategorised/168-6-5-3
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college is committed to create an inclusive and gender sensitive space for our students where boys and girls enjoy the same opportunity. College organises several programmes such as pongal, onam celebration, Christmas etc in which both girls and boys students take part actively and work together for the success of the programme.

The anti ragging committee and anti sexual harassment committees are functioning in the college to take care of the problems faced by girls students. The student's grievance redressal cell is also functioning in the college with staff as the members to help the students.

To create awareness on gender equity, the course on valued based education is offered as part of undergraduate curriculum in which topics on women empowerment, educating women, equal opportunity, gender equality have been included. Department of social work and

womens cell are organizing programmes in the form of seminar and workshop to create awareness amongst the students about the inequalities related to gender, women's rights and empowerment.

The institution has installed several cameras to ensure the safety of girls students and staff. Complaint Box is available in the campus to express the grievances of students.

File Description	Documents
Annual gender sensitization action plan	https://nccas.edu.in/IQAC/index.php/docs/aqar/criteria-vii/2-uncategorised/170-7-1-1
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://nccas.edu.in/IQAC/index.php/docs/aqar/criteria-vii/2-uncategorised/170-7-1-1

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Vermi compost:

In our institution, two types of dust bins are kept at various locations for collecting biodegradable and non-biodegradable waste. There are composting pits on the college premises to treat the biodegradable waste. The vegetables wastage from canteen are transported and dumped in solid waste pits constructed in the college premises. Then the vermi composting of vegetables and other organic wastes is done and compost is used in our gardens as a good

fertilizer.

Waste Water treatment:

There is effluent treatment plant to treat waste water generated from canteen, office and departments. After the treatment, water is used for watering of plants and trees.

E-waste management:

E wastes from computers such as Monitors, key board, mouse, mother board, hard disk, CPU cabin are sold to the vendors for treatment.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	**No File Uploaded**

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Various policy documents / decisions circulated for implementation	<u>View File</u>
Any other relevant documents	**No File Uploaded**

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The festivals and celebrations cell takes the initiative to organize festivals every year. The students form kerala and tamilnadu celebrate the onam festival together every year with much enthusiasm. Also every year in the Month of January, pongal festival is celebrated with the active support and involvement of students and staff members. In the month of December, Christmas is celebrated and staff members are provided with bonus on the occasion. Students are encouraged to apply for Scholarships offered by State and Central Government and other agencies. The Institution maintains linguistic diversity by offering English, Hindi and Malayalam courses. The guidance and support is provided to students to get scholarship from various government schemes such as minority scholarship, SC/ST scholarship, Nalavariyam scholarship, Farmers scholarship, Single girl child scholarship among others. The cultural programmes are organized every year involving students from all the departments to raise awareness about India's rich cultural heritage and diversity.

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

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

Institution sensitizes students and employees to the constitution

obligations like values, rights, duties and responsibilities of citizens. The department of social work and womens cell actively participate in the sensitization of students and staff members. In India, there are rights that must be guaranteed to every citizen. Similarly there are certain duties that must be performed by citizens. Students and employees are sensitized about Right to Equality, Right to Freedom, Right against Exploitation, social justice, Protection of life and personal liberty, Prohibition of employment of children in factories women's right among others. The constitutional guarantees to citizens such as freedom of speech and expression; to move freely throughout the territory of India; to reside and settle in any part of the territory of India; and to practice any profession, or to carry on any occupation, trade, or business are discussed in the classes. The paper on value based education is offered to all undergraduate students in which students are taught about women's right, child right, drug addition, globalization, family values, social and cultural values. Thus, the student learns to be honest, to be responsible, to be kind and to respect others.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://nccas.edu.in/IQAC/index.php/docs/aqar/criteria-vii/2-uncategorised/178-7-1-9
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	B. Any 3 of the above

File Description	Documents
Code of ethics policy document	**No File Uploaded**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	**No File Uploaded**

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

Every year on August15th, Independence day is celebrated with flag hoisting followed by speeches of great dignitaries, representative from local bodies, Secretary and principal of our college. Women's cell of the college celebrates women's day by organizing various programmes and competitions. The well known personalities are invited to deliver talk to the girl's students. The College celebrate Teacher's day every year by organizing competitions and programmes for staff members. The teachers are honoured with gift by the management of the college. The important days like Science day, Yoga day, World environment day is also celebrated by our college. Various festivals like Pongal, Christmas and Onam are also celebrated every year with the involvement of students and staff members. The cultural events and competitions are organized with the active involvement of students.

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

7.2 - Best Practices

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

BEST PRACTICES I

Title of the practice: Book Bank

The Book Bank provides books to the economically weaker students. Students who are unable to purchase new books can make use of this book bank. For buying book from book bank, the student can enter his/ her name in the book bank issue register and at the end of the semester the student can return it to the department concerned. For the book bank, the books were donated by the alumni students and final year students after they have used it in their curriculum.

BEST PRACTICES II

Title of Practice: Health Services

The six bedded health room is equipped with basic and emergency first aid things for treatment provided by a trained nurse. When a sick student/staff approaches the health room, his/her vital signs are checked and needed care is given. Generally medicines are given for fever, common cold, allergies, weakness, headaches and wound dressing. In emergency times like during the times of seizures, chest pain, or sports injury, the nurse and staff work as a team, taking the student to the nearby Multi-Specialty hospital for immediate and right care.

File Description	Documents
Best practices in the Institutional website	https://nccas.edu.in/IQAC/index.php/docs/aqar/criteria-vii/2-uncategorised/173-7-2-1
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

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

The students belonging to financially poor families are studying in our college. The college was started with the noble vision and mission of providing innovative educational opportunities, environment and experience that enable students to learn, grow, prosper and transform the world. True to its vision, in the last 10 years since its inception, several hundreds of students have passed out from the college. Several students are pursuing higher education in their respective field and good numbers of students are working in government departments, Police and Defense, companies, industries

and educational sector. Thus the living standard of the families of these students has improved over the years. To enhance the employability of the students various courses have been introduced on shift basis. Shift II courses are concerned with imparting career oriented skills in todays knowledge based economy. Coaching is also provided to students to appear for competitive examinations. UGC approved certificate courses have also been offered for the benefit of students. In association with ICT Academy several programmes are conducted to train the students and staff members, there by developing the next generation teachers and industry ready students.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

- To apply and participate in NIRF and ARIIA Ranking
- To enrich the Mentoring System
- To conduct internal and external Academic Audits in all the departments
- To conduct mock visit as part of Preparatory work for NAAC peer team visit
- To get research grants from various funding agencies
- To submit the SSR for second cycle of accreditation
- To organize seminar/conferences/FDP etc