



Yearly Status Report - 2019-2020

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. MEENAKSHI SUNDARARAJAN
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04651244788
Mobile no.	8903013368
Registered Email	nanjilccas@gmail.com
Alternate Email	naccas.naac@gmail.com
Address	NEDUMCODE, KALIYAKKAVILAI
City/Town	KANYAKUMARI
State/UT	Tamil Nadu
Pincode	629153

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	private
Name of the IQAC co-ordinator/Director	DR. M. AMALANATHAN
Phone no/Alternate Phone no.	04651244789
Mobile no.	9940347178
Registered Email	naccas.naac@gmail.com
Alternate Email	nathan.amalphysics@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.nccas.edu.in/IOAC/documents/AQAR/AQAR_Report%20Final%202018-2019.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://nccas.edu.in/IOAC/documents/callender/2020-21.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.30	2017	30-Oct-2017	29-Oct-2022

6. Date of Establishment of IQAC	27-Mar-2014
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7. Internal Quality Assurance System

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

IQAC		
Introduction of New course	17-May-2019 1	0
Bridge Course for First year students	10-Jun-2019 5	511
Orientation for First year students	17-Jun-2019 5	511
Introducing Diploma / Certificate Courses	18-Jun-2019 1	216
Seminar on Product Development	19-Jul-2019 1	45
Two Days Workshop on LaTeX	06-Aug-2019 2	150
Seminar on Budget Analysis -2019	07-Aug-2019 1	96
Suggestions to University regarding YOGA	09-Aug-2019 1	1
Gust Lectures on Indian financial System	14-Aug-2019 1	140
Submission of SWACHHTA Ranking Application	03-Sep-2019 0	0
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
UGC	0	UGC	2020 0	0
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

12

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities

No

during the year?

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

• A Calendar of activities was compiled and presented before the staff council in the beginning of the 201819 academic year. The IQAC take initiative to conduct workshops, seminars, talks for faculty and also for nonteaching staff to facilitate internalising of a quality culture. • IQAC encouraged the faculty to publish research papers in International and National journals of repute. This year faculty members published their research papers in 11 national , 36 International and 2 books with registered ISBN numbers were also published by one faculty member. IQAC also encouraged faculty members and students to present their research finding at International/National Seminars. In the current year faculty members participated in 147 International and 442 National, 110 State and 104 Local level Seminar/Webinar/Workshops. • The IQAC coordinated with the Departments to organise Seminars in respective disciplines. This year the various departments of the college organised 37 Seminars/Workshops/Guest Lecture. There were as many as 13 extension activities carried out by the students to engage in community based social activities. • Feedback was collected from students, parents and alumni and a summary was prepared and suggestions were forwarded to the college council for implementation. • The AQAR for 201819 was compiled and uploaded. IQAC take initiative to apply for the 6 add on courses from UGC under National Skills Qualification Framework (NSQF) scheme. IQAC organize faculty development programs, Training programs for faculties to equip them.

[View File](#)

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

Plan of Action	Achivements/Outcomes
Student Satisfaction Survey	The SSS was conducted and the report was submitted to the IQAC and the Principal
Result Analysis	The results analysis was conducted after published the university results (11.02.2019 to 19.02.2019). 44 students got rank at the university level.
Plan for Internal Examinations	As per the University guidelines IQAC instruct the departments to conduct the internal test. As per IQAC plan the 1st, 2nd and 3rd internal exams were conducted on Odd Semester: I Internal : 26.07.2019 to 03.08.2019 II Internal : 30.08.2019 to 07.09.2019 III Internal : 10.10.2019 to 16.10.2019 Even Semester: I Internal : 20.01.2020 to 28.01.2020 II Internal : 24.02.2020 to 05.03.2020 III Internal 10.06.2020 to 18.06.2020
Syllabus Review Meetings	As per IQAC guidelines the departments organized the syllabus review meeting and submitted through the Principal.

Kalvi sangamam	"Kalvi Sangamam" was organized on 13-07-2019 in association with Annai Aadha Centre in which students were given motivational lecture and provided with information pertaining to higher studies.
Preparation of Academic Calendar	Academic Calendar was prepared and given to all students and displayed in the college website.
Introduction of New Course	B.A Tamil was introduced in the academic year 2019-20
Orientation for First year students	In order to give awareness on their career, environment, social issues IQAC conducted orientation for the first year from on 17.06.2019 to 21.06.2019.
Bridge course	In order to bridging the gap between the school level and the college level the bridge course was conducted for first year UG students from 10.06.2019 to 15.06.2019.
Preparation of an action plan	Action plan was prepared in consultation with the management and the principal
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td>College Committee</td> <td>16-Oct-2020</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	College Committee	16-Oct-2020
Name of Statutory Body	Meeting Date				
College Committee	16-Oct-2020				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2019				
Date of Submission	19-Feb-2019				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Our college has a management BONIFON ERP ERP has modules to manage Timetable, Attendance, Examinations, Gradebooks, Campus News, Hostel, Library, Transportation, Calendar,				

Events and many more. It has a fully fledged Human Resource module to manage the payroll and employee pay slips. The Finance module helps you to plan and allot different fee structures to students. BONIFON ERP System is also an excellent collaboration tool using its Task, Discussion, Poll, Blog and Video conference plugging.

List of Modules

- Online application registration - Application enquiry - Application registration
- Seat allotment - Pin based registration
- Course and Batches
- Human Resources
- Student Attendance - Attendance Register - Attendance Report - Attendance Status
- Time table - Work allotment - Automatic Timetable generator - Building allotment
- Examination - Exam Management - Generate Reports - Online Exam
- Customizable Dashboards
- Student Admission - Student Details
- News Management
- User Management
- Institute / Event Calendar / Academic Calendar
- Finance - Asset liability management - Category - Donations - Fees - Collect the fees - Finance reports - Employment payslip management - Tally export - Transaction - Online payment
- Student Information
- Student / Parent Login
- Employee / Teacher Login
- • Messaging System - Broadcast message - Twoway communication - Circulars - Customize Report
- Report Centre - Batch Details - Courses fee defaulters' details - Employee subject association details - Exam Schedule details - Fee collection details - Fees Headwise Report - Former employees Details - Former students' details - Siblings Report - Student wise fee defaulters' details - Subject details.
- Certificate Generator - Bulk Generate Certificates - Certificate Templates - Generate Individual Certificates - Generated Certificates.
- ID Card Generator - Bulk Generate ID Card - ID Card Templates - Generate Individual ID Card - Generated ID Card
- Subject Centre - Course subjects - Link Batches - Subject skill sets
- Grade Book - Exam Management - Exam year Planner - Grade book reports - Settings
- Assignment
- Hostel - Fee Collection - Hostel fee defaulters - Hostel fee pay - Hostel - Pay student hostel fee - Report - Room Allocation - Rooms
- Data

Management • Transport - Assign
 Transport - Manage drives and
 Attendants - Report - Settings - Stops
 - Routes - Transport Attendance -
 Transport Fee - Transport Import -
 Vehicle Maintenance - Vehicles •
 Inventory - Billing - GRN - Indents -
 Item Category - Purchase Order - Store
 - Store Category - Store Items - Store
 type - Supplier - Supplier Type •
 Gallery • Library - Book renewal -
 Issue Books - Library fines - Library
 setting - Manage Barcode - Manage Book
 Additional Details - Manage Books -
 Movement Log - Return Book - Search
 Book • Placement • Task • Google Doc -
 Upload Documents - View all documents •
 Discipline

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Since the college is affiliated to Manonmaniam Sundaranar University, the syllabus prescribed by the university is followed. As the choice based credit system is followed in all the courses, the students have the option of choosing papers based on their interest. As per the guidelines laid down by university and IQAC, the academic calendar has been prepared with the inclusion of all the departmental activities. Head of the departments conduct department level meeting to formulate academic plans and also to distribute the teaching workload. Teachers are allocated papers based on their specialization in the subject and their experience of handling the particular paper. There is also an opportunity for the teachers to enhance their scope and subject knowledge by handling at least one new paper every semester. After taking into consideration number of working days available, all the five units are divided into topics which have to be completed by a stipulated deadline. Work diary is maintained by the staff members for effective recording of classes handled day wise and completion of syllabus on time. Heads of each department keep track of the progress by holding departmental level meetings periodically. In the beginning of the academic year, an orientation programme is held in the auditorium for the freshers in which principal addresses the gathering and make a power point presentation on the academic activities and infrastructure available in the campus. Optimal utilization of working days is ensured by insisting regular attendance of staff and students. For effective curriculum delivery, apart from conventional teaching methods, such as chalk and black board and ICT enabled teaching, paper presentation by students are encouraged. Hand outs are given to students for the topics which require greater attention. A minimum of five assignments are given to students and the topics are given in advance to enable the students to prepare well. The assignments submitted by the students are carefully evaluated by the teacher concerned and students are informed about the improvements to be made. The submission of assignment has been made compulsory for UG students as assignment marks has been made part of Internal marks of as stipulated by University. Three internal tests are conducted in each semester and the highest marks scored in any two tests are considered for

computing internal marks as stipulated by University. Internal examination committee headed by Principal is responsible for preparing time table and conducting the internal tests. Based on the performance in the internal tests, remedial classes are conducted for those who have scored low marks and special attention is also given to advanced learners with the aim of producing University ranks. Guest lectures are organized in every semester by the department level association for the benefit of students and staff members. Industrial visits are arranged every year especially for final year students to make them understand the recent advances in science and technology. Apart from previous year University question papers and question bank is maintained by every staff member. Parents are informed about the performance of their

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	Tamil	17/05/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	English	17/06/2019
BSc	Mathematics	17/06/2019
BSc	Physics	17/06/2019
BSc	Chemistry	17/06/2019
BSc	Computer Science	17/06/2019
BSc	Zoology	17/06/2019
BSc	Physical Education	17/06/2019
BBA	Business Administration	17/06/2019
BCom	Commerce	17/06/2019

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

	Certificate	Diploma Course
Number of Students	38	3

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
TALLY	15/07/2019	146
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MA	Tamil	7
MSc	Physics (Field work)	24
MSc	Chemistry (Field work)	25
BBA	Business Administration (Field Work)	41
BCom	Commerce (Field Work)	119
MSW	Social Work (Field Project))	47
MSW	Social Work (Project)	27
MSc	Computer Science (Project)	16
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>The IQAC in consultation with the Principal of the college has prepared detailed Questionnaire to collect the feed back from all the stakeholders such as Students, parents, alumni and teachers. Feedback is collected from students on aspects such as content of syllabi of the courses, extent of syllabi covered by teachers, usage of teaching aids and ICT in the class by the teachers, Internal assessment and evaluation processes, Assignments, Opportunity to participate in seminar and conferences and co curricular activities among others. Feedback from students on infrastructure such as library, laboratory facilities, drinking water and washroom facilities also collected. The feedback is analyzed by the Head of the department concerned and the report is submitted to the Principal and IQAC. If any teacher scores less on academic aspects and needs improvement, it is informed to the teacher concerned through the Principal. The college conducts Alumni meet and the feedback is collected on the quality of education they received, support from the non teaching staff and career guidance programmes organized by the college among others. There is a committee to collect and analyze feedback from alumni. The suggestions of the alumni are placed before the management and principal for further action. The parents meeting is organized department wise in every semester in which Secretary, Principal, and Head of the department address the parents. After the meeting the parents meet the class teachers and are given the details about the marks scored by their wards in the internal test and the overall performance of the students. The feedback is also collected from parents on the parameters such as facilities available in the college, holistic development of students ensured by participation of students in various sports, cultural and co curricular activities, support from staff of the college among others. The</p>

feedback is analyzed by the department and the suggestions of parents are implemented. Parents also encouraged meeting the principal if they have any grievances with regard to students support and academic activities etc. The staff members make the syllabus review unit wise if there is any modification and publication of the new syllabus by university. The objectives of the paper, content of the syllabus, relevant of the syllabus to the industry requirement among others are taken into account while making suggestions. The report of the syllabus review is sent to the Board of studies after getting approval from the principal. Over all Development: 1. Based on the students feedback the number of toilets are increased in the current academic year. 2. Based on the students feedback the internal exam hour is increased from 1 hour to 2 hour. 3. Based on the feedback from parents the bus route is increased in the current academic year. 4. Due the action on students feedback on teachers the university rank in the current academic year is increased. 5. Based on the alumni feedback the alumni meetings are conducted department wise

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Commerce	128	186	125
BBA	Business Administration	64	65	49
BSc	Physical Education	48	36	35
BSc	Zoology	48	35	18
BSc	Computer Science	48	52	47
BSc	Chemistry	48	35	33
BSc	Physics	48	55	37
BSc	Mathematics	48	66	43
BA	English	128	190	124
BA	Tamil	64	5	0

[View File](#)

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	511	175	53	31	84

2.3 – Teaching - Learning Process

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

Number of	Number of	ICT Tools and	Number of ICT	Numberof smart	E-resources and

Teachers on Roll	teachers using ICT (LMS, e-Resources)	resources available	enabled Classrooms	classrooms	techniques used
84	84	42	42	4	40

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

[View File of E-resources and techniques used](#)

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

Mentoring is a unique method of supporting students to improve their learning and leadership skills, motivating them towards their future career development. With this in mind, Nanjil Catholic College has a mentorship programme wherein the faculty members listen to the issues of students and guide them on their overall personality development. 15 to 20 students are assigned to a faculty member who acts as their mentor for the entire programme duration. Mentor regularly interacts with the students and monitors their academic performance and attendance. Students are counselled by the mentors. The mentors maintain the biographic details of each individual mentee including educational background and socioeconomic status. They also maintain a record of their class attendance, class-performance and academic progress. Mentors counsel the students regarding their performance and schedule additional lectures/practical's. At first year level, this program facilitates the students in academic pursuit and provides them a way to cope up with the difficulties faced in new environment. Students academic and personal issues of concern are well looked after by the mentors. The critical cases are handled by first year in charges. This way the students realize their responsibilities at the early stage itself. Mentoring system is followed by all departments from the second year onwards. The students are given guidance for career, personal, besides academic issues. The students who have less attendance and who have missed their internal tests are paid special attention from mentors side. Even the students with many issues are asked to call parents for parents- mentor meetings. The mentor is also responsible to provide counselling to the student and provide guidance regarding personal and academic issues. The mentor keeps track on their improvements and counsels them accordingly. The role of the mentor is to nurture the students and guide them for any issues they are coming across. Students are supported and guided both in co-curricular and extracurricular activities. The mentors of the class discusses with each and every student individually and support them in all the possible ways to enrich their academic performance. The mentors contact the parents and educate them, if required about their wards performance, and the academic programmes of the college as well as the support system and the monitor system. The mentors always keep a check on the attendance of the student, the marks/grades obtained in the internals, externals examinations, and regarding his/her candidature in the campus placement and provide remedial coaching. In order to take care of them in the pandemic period students are advice and mentored by mentors and also a COVID- 19 awareness program also conducted by IQAC in the academic year. Similarly the all the mentors give awareness and practice about how to attend in online class, How to write online exams and how to upload the exam paper in the university websites.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2047	84	1 : 25

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
25	25	0	25	13

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
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No Data Entered/Not Applicable !!!

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	Computer Science	April 2020	24/09/2020	12/10/2020
BSc	Computer Science	Nov 2019	04/12/2019	23/12/2019
BSc	Chemistry	April 2020	24/09/2020	12/10/2020
BSc	Chemistry	Nov 2019	04/12/2019	23/12/2020
BSc	Physics	April 2020	25/09/2020	12/10/2020
BSc	Physics	Nov 2019	04/12/2019	23/12/2019
BSc	Mathematics	April 2020	28/09/2020	12/10/2020
BSc	Mathematics	Nov 2019	04/12/2019	23/12/2019
BA	English	April 2020	28/09/2020	12/10/2020
BA	English	Nov 2019	02/12/2019	23/12/2019

[View File](#)

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

The institution conducts orientation programme for Arts, and Science students and gives them information regarding the Calendar of events. Students are informed about the minimum attendance required, the pattern of examination, NSS, Youth Red Cross, different scholarships, etc. The College being affiliated to Manonmaniam Sundaranar University, Tirunelveli adheres to the syllabus prescribed by the university. For effective implementation of continuous internal evaluation (CIE) system at institutional level, the college conducts three internal assessment tests for each semester apart from one semester end examination conducted by university. One internal test is conducted in the same pattern as the semester end examination. The marks obtained in the Internal Assessment tests are displayed on the notice board. Students who remain absent from the examination due to various reasons like participation in sports, NSS activities, extracurricular activities etc., a separate IA test is conducted and marks are displayed separately, Thus transparency is maintained. Internal evaluation plays a vital role to map out the overall development of the students. The college follows the modalities of conducting the Continuous Internal Evaluation as prescribed by Manonmaniam Sundaranar University. As per the Choice Based Credit System (CBCS). Continuous Internal Assessments (CIA) is conducted on a regular schedule for all the students. The schedule for the CIA is made known to the students well in advance and the students are advised not to absent themselves for the internal examinations. Attendance, assignments and seminars are also taken into consideration. The answer scripts are evaluated and distributed to the students within a week after the internal tests. The internal marks of the students are displayed in the notice board. Transparency in internal assessment is ensured by the evaluation of the test papers, quiz, assignments, projects and the results are discussed in the class with the students so that the students can know their standard and they are individually assisted. The students whose performances are unsatisfactory are accounted and special attention is given for their better performance in the university examination. Remedial classes are conducted for the students securing fewer

marks and also they are counseled personally for their problems. Students are encouraged to solve previous year's university examination question papers. The institute motivates the students to participate in seminars and guest lectures organized by the institution. The institution took initiative in monitoring the improvement of slow learners and encouraging the advanced learners by reviewing their performance in examination. In order to rectify the problem faced by the students in internal exam, an examination cell - Internal Model committee. If any students unable to write the exam due to their illness and valid reason are allowed to write the exam after getting prior permission from the internal exam committee through the Principal. Similarly internal examination errors and complaints were also rectified. The regular absentee's students also called by the examination cell and give counseling and take action to become regular.

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

In the beginning of academic year, the institution prepares the Calendar of Events which contains the activities and programmes to be undertaken during the year. It also contains the examination and test related matters. The internal tests are included in the academic calendar. However the university examination time table is given by university. As an affiliated college, the University calendar is adhered to College academic calendar. In addition, an Academic Calendar is prepared by the college in the beginning of academic year with details of all the curricular and extracurricular activities to be conducted by the college, both at the faculty and student level. It is made available in the form of handbook and is distributed to all the students and faculties. So the students can understand yearly plan and accordingly they can plan their activities. Apart from the Academic Calendar a department wise Action Plan for smooth functioning is also prepared. This ensures curriculum enrichment through related activities like expert lectures, extension activities etc. Academic activities are always given priority and all other activities are performed without disturbing the classes. The calendar outlines the semester class work schedule, internal examination schedule and external examination schedule. Only head of the institution can incorporate minor changes in academic calendar which he may deem fit considering the unforeseen circumstances

2.6 – Student Performance and Learning Outcomes

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

<http://nccas.edu.in/IOAC/documents/Others/Program%20Outcome.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
1301	BCom	Commerce	61	38	62
1201	BBA	Business Adm inistration	41	39	95
1521	BSc	physical Education	25	22	88
1506	BSc	Computer Science	47	47	100
1527	BSc	Zoology	38	38	100

1504	BSc	Chemistry	42	31	73.8
1522	BSc	Physics	51	51	100
1517	BSc	Mathematics	48	47	97.9
1105	BA	English	60	60	100
1105	BA	English	59	59	100
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2.7 – Student Satisfaction Survey

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

<http://nccas.edu.in/IQAC/documents/Others/Students%20Satisfaction%20Survey%202018-19.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
View File				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Noval Payilarankam (Workshop)	Tamil	30/01/2020
Tamil Padaippilakiya Puneivu Velikal (Seminar)	Tamil	15/02/2020
Sanga Kaalam Muthal Sama Kaalam Varai Tamil Kavithain Porulnerium Selnerium (Seminar-Online)	Tamil	18/06/2020
Seminar on UGC Guidelines and Research	English	16/09/2019
Seminar on Crash Course on Marxism	English	06/04/2020
Seminar on Online Crash Course on Elizabethan Poetry	English	02/06/2020
Seminar on E- Craft in Research	English	11/06/2020
Faculty Development Program on "Life Skills for a Smart Life"	English	13/06/2020
Seminar on Electro Learning Features and	English	16/06/2020

Enhanced Communication		
Faculty Development Program on "Teaching of Language Skills"	English	29/06/2020
Two Days Workshop on LaTeX	Mathematics	06/08/2019
Recent Trends in Algebra and Graph Theory	Mathematics	20/02/2020
Online Workshop on mathematical Sciences for CSIR-NET, SET, GATE	Mathematics	02/06/2020
National level webinar on "Nano structures-gas sensing"	Physics	17/07/2020
National level webinar on "Recent trends and challenges in advanced Physics"	Physics	03/06/2020
Webinar on Membranes for water purification	Chemistry	26/05/2020
One day National Level Webinar on Continuous Flow of Chemistry and Products	Chemistry	23/06/2020
Seminar on "Why should I do Academic Research?"	Chemistry	01/10/2019
Emerging Trends in Research (TEHNOTHIRST'19)	Computer Science	04/09/2019
International Webinar on Data Science	Computer Science	09/06/2020
National Webinar on Shape yourself in digital world	Computer Science	27/06/2020
Webinar on "Brunt of sports sciences for better performance"	Physical Education	10/06/2020
Webinar on "self awareness and goal setting in Physical Education and Sports"	Physical Education	27/06/2020
Seminar on Budget Analysis -2019	BBA	07/08/2019
Seminar on Product Development	BBA	19/07/2019
Guest Lectures on Indian financial System	BBA	14/08/2020
Online student orientation programme on challenge the challenge	BBA	29/05/2020
Online FDP on "project proposal preparation for	Commerce	29/05/2020

scientific research"		
National Level FDP on , "Writing Skills For Quality Research"	Commerce	15/06/2020
Electropathy Practices	Social Work	29/01/2020
Workshop On Compassionate Listening And Empathy	Social Work	04/03/2020
Intercollegiate Competition On Sexual Harassment	Social Work	24/03/2020
Services of one stop centre	Social Work	13/02/2020
Inter generational dialogue (UN75)	Social Work	18/03/2020
Webinar on social work response and intervention during covid 19	Social Work	29/05/2020
Multistake holders participation during covid 19 pandemic	Social Work	14/06/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
View File				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Tamil	1
English	1
Mathematics	1
Commerce	2

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Tamil	8	0

National	BBA	2	1
National	Commerce	1	4.3
National	Social Work	1	5.7
International	Tamil	8	0
International	Commrece	6	5.3
International	English	3	5.22
International	Chemistry	1	0
International	PG Commrece	2	5.87
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Tamil	3
Malayalam	2
English	5
Mathematics	7
Zoology	4
Computer Science	1
Commrece	3
Social Work	4
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nattupura Oppari Paa dalkalil Vidaviyar Nilai	Dr. A. Sujatha Joice	Modern Thamizh Reasearch	2019	0	0	0
Aaivuparvaiyil Padmanabhapuram Aranmanaiy in Sirpangal	Dr. S. Thankam	Modern Thamizh Reasearch	2019	0	0	0
Kumarimavattaparampariya Unavukkalil Kizhangukal	Dr. M. Peril These	Classical Thamizh	2019	0	0	0
Kalaripaitum Pira Tharkkappu	Dr. M. Peril These	Modern Thamizh Reasearch	2019	0	0	0

Kalaikalum						
Ulaviyal Paarvaiyil Mantharai Soolchi Padalam	Dr. T. Little Mary	Classical Thamizh	2019	0	0	0
Thodainayam and Cinema Songs	Dr. A. Sujatha Joice	Thamizh Language and Literary Studies	2019	0	0	0
Puranaanuttil Kaanalagum Arivuraikal	Dr. S. Suma Maheswari	Modern Thamizh Reasearch0	2019	0	0	0
Kavignar P.Vijay Kavithaikalil Penn	Dr. Seema Mole .N	Modern Thamizh Reasearch	2019	0	0	0
Environmental friendly synthesis of carbon nanoplates supported ZnO nanorods for enhanced degradation of dyes and organic pollutants with visible light driven photocatalytic performance	Dr. Kavin Micheal	Journal of King Saud University - Science 32	2020	2.835	0	0
Spectroscopic, Frontier Orbitals and NBO analysis of 3-Pyridinecarboxylic acid hydrazide-DFT method	Dr. M. Amanathan	Studies in Indian Place Names	2020	0	0	0

[View File](#)

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Vibrational spectral, density functional theory and molecular docking analysis on 4-nitro benzohydrazide	Dr. M. Amanathan	Journal of Molecular Structure	2019	0	0	0
Investigations On The Optical And Mechanical Properties Of Non Linear Optical Crystalline Phosphite Single Crystal	Dr. M. Amanathan	International Journal of Scientific Technology Research	2019	0	0	0
Spectroscopic (UV, NMR) Investigation, AntiMicrobial And Molecular Docking Analysis Of 2,3- Dichloronaphthalene-1, 4-Dione	Dr. M. Amanathan	International Journal of Scientific Technology Research	2019	0	0	0
Vibrational Spectroscopic Analysis of 10H-Dibenzo[b,e][2,4]oxazine and Investigate their Structural Reactivity	Dr. M. Amanathan	Asian Journal of chemistry	2020	0	0	0

by DFT Computations and Molecular Docking Analysis						
Encryption techniques to ensure data confidentiality in cloud	Mrs. Reena Catherine V	International Journal of Innovative Technology and Exploring Engineering	2019	0	0	0
Human Behaviour and Behaviourism: A Psychological Perspective on Robert J. Conley's Cherokee Dragon	Dr. S. Sushma Jenifer	International Journal of Psychological Rehabilitation	2020	0	0	0
View File						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	147	441	110	104
Presented papers	0	1	0	0
Resource persons	0	1	0	0
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Oldage Home visit Eye camp - Samko eye Hospital, Marthandam	Snjeevi Oldage home	3	42
Eye camp - Samko eye Hospital, Marthandam	Nanjil catholic college of arts and science Samko eye hospital	4	53
TB - Awareness	Nanjil catholic	7	132

Programme	college of arts and science Health care workers from Aasaripallam		
Perunchilampu Mentally Retarded Home Visit	Commerce	4	60
NSS	NSS	2	27
Awareness class about Life Skills	Trivandrum social service society	3	3
Less drinking more thinking	Kanyakumari Social service society	3	3
Drug Awareness	Don Bosco Nivias Trivandrum	3	2
Cancer awareness programme	Kottar social services society	6	2
Free eye medical camp	Suraksha Community centre for family health	3	2
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Drug awareness	Recognition	Ministry of home affairs	1
Womens day celebration	Award	Department of Social Welfare Govt of Tamilnadu	2
View File			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Violence against women and laws to prevent them"	KIDS	Awareness Programme	3	6
Swachhta Bharat	MHRD, GOI	Swachh Bharat Action	1	38
Swachhta Bharat	MHRD, GOI	HEI Social responsibilities	2	20
Swachhta Action Plan	MHRD, GOI	One day Online Workshop on Swachhatha Action Plan	3	30
Extension Activities	Department	Mentally Retarded Home	4	60

		Visit		
Swachhta Bharat	YRC	Tree plantation Awareness programme for cleanliness	4	106
Swachhta Action Plan	MGNCRE	Clean India	2	64
Swachhta Bharat	MHRD, GOI	Swachhta action plan preparation	1	12
FDP	Mahathma Gandhi National Council of Rural Education	Faculty Development Programme	1	10
Seminar	Scott Christian College, Nagercoil	National Seminar	2	20

[View File](#)

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Community organisation programme	20	Resource mobilization from the community	10
Concurrent field work	47	Nil	90
Internship	47	Nil	22
Internship	3	Nil	15

[View File](#)

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Project work	Project work	Travancore Titanium Products Ltd., Kochuveli, Thiruvananthapuram	06/12/2019	06/03/2020	5
Project work	Project work	Government Higher Secondary School, Marayamuttom	06/12/2019	06/03/2020	1

Project work	Project work	Nanjil Milk Plant, Mulagumoodu, Kanyakumari District	06/12/2019	06/03/2020	1
Project work	Project work	Vijayamohini Mills, Thirumala, Thiruvananthapuram.	06/12/2019	06/03/2020	1
Project work	Project work	Coir Factory, Alappuzha	06/12/2019	06/03/2020	1
Project work	Project work	Oldage Home in Thiruvananthapuram District	06/12/2019	06/03/2020	1
Project work	Project work	The Dale View Integrated Rehabilitation Centre for Addicts Punalal, Thiruvananthapuram	23/12/2019	06/03/2020	2
Project work	Project work	Keltron Equipment Complex, Karakulam, Thiruvananthapuram	23/12/2019	06/03/2020	5
Internship	Internship	Nirmala Medical Centre hospital, Muvattupuzha	01/06/2020	03/07/2020	1
Internship	Internship	Mids Office, Kazhuvanthitai	01/01/2020	30/06/2020	1
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
The dale view	25/09/2019	To establish a formal association between the two institutions for initiating programmes to address the problem	50

[View File](#)**CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES****4.1 – Physical Facilities**

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
127.5	93.2

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Campus Area	Existing
Campus Area	Existing

[View File](#)**4.2 – Library as a Learning Resource**

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
BONIFON ERP	Fully	1	2020

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	10176	1733035	241	37238	10417	1770273
Journals	65	84470	5	3030	70	87500
e-Journals	1	3400	0	0	1	3400
CD & Video	158	3950	10	500	168	4450

[View File](#)

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			

[View File](#)**4.3 – IT Infrastructure**

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	256	86	59	70	12	12	17	40	0
Added	45	0	0	0	0	1	0	100	0
Total	301	86	59	70	12	13	17	140	0

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

140 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
167.8	14.3	125.3	124.4

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

The College is managed by the college committee consisting of Bishop as a chairman, Secretary and Correspondent, Bursar, Principal and University Representative. There are also 29 Board Members who help the management to run the College. The Secretary of the College implements the policy decisions taken by the management through the Principal. The main role of the management is to create and provide necessary infrastructure for the academic activities such as construction of class rooms, Laboratories among others and maintenance of physical facilities. The finances of the College are managed by Secretary and Bursar. The secretary is empowered to appoint the staff members based on the requirements with the approval from college committee. The Principal looks after the entire academic related activities of the College assisted by the Heads of the Departments and the Office. The College office assists the Principal in carrying out entire academic and administrative activities of the college. Also different committees have been constituted for carrying out and coordinating academic and extracurricular activities. Each committee consists of convener and few staff members from various departments. Practice I 1. Staff council: The Principal conducts the Staff meeting to elicit their views on academic activities of the College, thus making them part of the decision making process. 2. IQAC is functioning to promote quality education in the college. 3. Admission Committee with Principal and head of the departments has been constituted to carryout admission related work. Practice II 1. 4. General Discipline Committee to maintain discipline in the college premises. 5. University Liaison Committee takes care of the grievances related to examination of the students. 7. Festival and Celebration Cell to make arrangements for festivals and various celebrations. 8. Internal Examination committee to prepare the time table and conduct the Internal and Model

Examinations. 9. Career guidance cell 10. Public relation cell 11. Placement cell 12. Internal marks grievance committee 13. Fine arts club 14. Anti ragging committee 15. Library advisory committee 16. Academic audit committee 17. Women's cell among others.

<http://nccas.edu.in/IQAC/documents/Others/Academic%20support%20facilities.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Department Scholarship	71	321075
Financial Support from Other Sources			
a) National	National Scholarship	183	1033600
b) International	0	0	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Yoga	23/10/2019	433	NACCAS
Personal Counselling	20/08/2019	360	NACCAS
Mentoring	01/08/2019	104	NACCAS
Remedial coaching	10/07/2019	969	NACCAS
Communication skill	04/07/2019	17	KIDS international care centre nagercoil
Group Games (skill development)	03/07/2019	17	Department of Social Work
Language lab	03/07/2019	535	NACCAS
Personality Development	01/07/2019	17	The dale view
Bridge Course	17/06/2019	441	NACCAS
Special coaching for class toppers	11/06/2019	60	Annai Ada Centre
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed

2020	TNPSC	8	8	0	0
2020	UPSC	5	5	0	0
2020	Career Counselling	77	102	1	12

[View File](#)

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
21	21	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
-	0	0	Private Finance	6	4

[View File](#)

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	1	M.A.	Tamil	RPA College of Education, Mamoottukadai	B.Ed.
2020	10	M.Sc	Mathematics	B.Ed. Colleges	B.Ed.
2020	18	B.Sc	Mathematics	NMCC, Marthandam, Nanjil Catholic College, Devi Kumari, Kuzhithurai.	M.Sc
2020	10	B.Sc	Mathematics	Grace College, Christian college of Education, Marthandam	B.Ed
2020	27	B.Sc	Physics	Nanjil Catholic College of Arts and Science, Kalakkavilai.,	M.Sc

				Nesamony Memorial Christian College, Marthandam. Holy Cross Autonomous College, Nagercoil., St. Jude's College, Thoothoor, Muslim Arts College, Azhagiandapam	
2020	2	B.Sc	Physics	Nagercoil Institute of Co-operative Management, Nagercoil.	Diploma in Co-operative management
2020	3	B.Sc	Physics	Grace College of Education, Padanthalumoodu., Siddhartha College of Teacher Education, Manjalumoodu.	B.Ed
2020	8	M.Sc	Physics	Siddhartha College of Teacher Education, Manjalumoodu., Nesamony Memorial Christian College, Marthandam., NVKSD College of Education, Attoor., Grace College of Education, Padanthalumoodu., St. Joseph College of Education, Vithunthayambalam	B.Ed
2020	28	BBA	Business Administration	Udaya School of	M.B.A

				Engineering, Maria College of Engineering and Technology, Scott Christian college, Narayanaguru College of Engineering, Jeppiaar Engineering college, Nesamony Memorial Christian college	
2020	32	B.Com	Commerce	Nanjil Catholic college, Sree Devi kumari college, Kuzhithurai, Nesamony Memorial Christian College, Marthandam, Women's Christian College, Nagercoil	M.Com
View File					

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

Items	Number of students selected/ qualifying
NET	2
Any Other	2
View File	

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

Activity	Level	Number of Participants
Intercollegiate cricket championship	District level	1
International women's day celebration	District level	3
Hand ball	District level	21
Volley ball	District level	2
Cricket	Intercollegiate level	8

Chess	Intercollegiate level	1
Athletics	Intercollegiate level	23
Football	Intercollegiate level	13
Swimming	Intercollegiate level	1
Volleyball	Intercollegiate level	5
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	"Cinema Aakhyanam Prameyam Aswathanam" (mal)	National	0	1	1	Abitha S
2020	"Cinema Aakhyanam Prameyam Aswathanam" (mal)	National	0	1	2	Fameeha Farvin H F
2020	"Cinema Aakhyanam Prameyam Aswathanam" (mal)	National	0	1	3	Almina S
2020	"Cinema Aakhyanam Prameyam Aswathanam" (mal)	National	0	1	4	Nafriitha N
2020	"Cinema Aakhyanam Prameyam Aswathanam" (mal)	National	0	1	5	Jincy Vijayan V
2020	"Cinema Aakhyanam Prameyam Aswathanam" (mal)	National	0	1	6	Althaj S
2020	"Cinema Aakhyanam Prameyam Aswathanam" (mal)	National	0	1	7	Saffrin S
2020	"Cinema Aakhyanam Prameyam A	National	0	1	8	Pavithra P S

	aswathanam " (mal)					
2020	"Cinema Aakhyanam Prameyam A aswathanam " (mal)	National	0	1	9	Vishnu Priya A B
2020	"Cinema Aakhyanam Prameyam A aswathanam " (mal)	National	0	1	10	Soja Merlin A V
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The College has a Students' Council whose members are elected by the students' for a period of one academic year. Two representatives (Boy and Girl) from each class would assist them. The council functions under a constitution that delegates various powers and functions which are aimed at providing active assistance and support towards the College administration. The Students' Council also assists the College administration by strictly implementing disciplinary matters. The Students' Council maintains healthy rapport between the student community and the College administration which is visible in the outstanding performance of the students both in scholastic as well as nonscholastic areas and makes the students feel a belonging to their alma mater. Cultural activities provide exposure to students who can actively participate, conduct cultural programmes. Separate committees will function under the guidance of teaching staff. In all celebrations and festivals students were included. They themselves take the responsibility and take initiatives for the successful completion of the program. The college also encourages extracurricular activities Sports and Games. The college has provided excellent sports facilities for the students for their all-round development. It has a large independent playground for Football, Cricket, Hockey, Kho- Kho.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

As per Rule 7 of the Tamil Nadu Societies Registration Rules 1978 Alumni of Naccas Registered on 05.02.2017. Rev. Fr. ECKERMEN'S MICHEL conceived the idea of forming a former students association of the college. Students from the senior batches are inducted into the alumni association during the annual general body meeting held during December every year. The association functions by strictly abiding the existing constitution. The Alumni association acts as a bridge between the nostalgic past and the hopeful future. The association envisages a handful of initiatives that bring together our alumni and students under different schemes. The successfully placed alumni act as a connecting link for the professional aspirations of our students.

5.4.2 – No. of enrolled Alumni:

814

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

162800

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni Executive Meetings (4): During the Annual Planning Meeting, Ms. Lisy was selected as the new Alumni Associate Secretary. Three executive committee (31/12/2019, 15/2/2020, 02/03/2020) and were held this year. Alumni Day (1): It was celebrated on 31/12/2019 from 9 a.m. to 3.30 p.m. Alumni General Body Meeting was also held the same day where new executive committee members were elected: We had 4 programmes where Alumni are invited to the college to interact with students. The Alumni association is moving a head with selfless intentions for the growth and development of college and society around. The association will continuously work towards its vision for a better tomorrow

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The College is managed by the Committee which has nominated the Secretary and correspondent to look after the entire administration of the College. The Principal looks after the academic-related activities of the College assisted by the Heads of the Departments and the Office. The College Committee takes the policy decisions on the basis of inputs provided by the Principal gathered from the Higher Education agencies like the University, Directorate of Collegiate Education, Regional Joint Director of Collegiate Education, etc. The Secretary of the College implements the policies of the management though the Principal and the Principal in turn get things done through the Heads of the Departments and other faculty members. The College office assists the Principal in the day to day administration of the College. The College is managed by the college committee consisting of Bishop as a chairman, Secretary and Correspondent, Bursar, Principal and University Representative. There are also 29 Board Members who help the management to run the College. The main role of the management is to create necessary infrastructure such as Buildings, classrooms, Laboratories etc. and maintenance of it effectively with support from Board members. The finances of the College are managed by Secretary and Bursar. The secretary may appoint the staff members with the approval from Board members. The academic and extracurricular activities are managed by Principal. Also different committees have been constituted for carrying out and coordinating academic and extracurricular activities. The Staff members of all the departments have been made the part of these committees, thus making them part of decision making process. The list of committees and its activities is as follows. 1. Staff council which consists of Head of the Departments as members. Before the beginning of the semester the principal convenes the staff council meeting to chalk out the plan for the preceding semester and details regarding workload, subject allocation to the teacher, Time Table and Lesson Plan are thoroughly discussed in the meeting. Thereafter staff meeting is conducted by the Head of the Departments and are informed about the decision taken at the HOD's meeting. The Principal also conduct the Staff meeting to elicit the views of the Staff members on various day today activities of the College, thus making them part of the decision making process. 2. IQAC functioning in the college to promote academic and administrative performance of this college. Senior most staff member has been act as the member of IQAC. 3. Admission Committee with Principal and Staff members from various departments has been constituted to carryout admission related work. 4. General Discipline Committee to maintain discipline in the college premises. They were take initiative to smooth functioning of the college. 5. Website Committee to maintain the website and update it regularly. This year based on the stakeholders feedback a new website is launched in the name of <http://www.nccas.edu.in/>. 6. University Liaison Committee takes care of the grievances related to the academic

activities of the students. 7. Festival and Celebration Cell to make arrangements

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Since the college is affiliated to Manonmaniam Sundaranar University, it follows the syllabus prescribed by the university. However there is an opportunity for the staff members to prepare and submit the syllabus review whenever new syllabus is published by the university. The staff members thoroughly study the syllabus and if any changes are required to be made in the syllabus, then it is notified to the board of studies through the Registrar after approval from principal. In this way the college helps the board of studies in the development of curriculum.
Teaching and Learning	In addition to traditional teaching methods, the teachers adopt innovative teaching methods such as power point presentations, group learning, teaching with models in science subjects, demonstration classes in science labs, seminars among others. A minimum of five assignments per paper ie one assignment per unit are given and assignments are graded based on the quality of content, text books and materials referred for writing an assignment. This ensures that the students learn the subjects on their own. Students are encouraged and given on duty leave to attend seminar, conferences and Quiz programs etc. This improves the knowledge base of the students not only in the subject they have chosen but also in other streams. Also attending seminar improves the presentation skills of the students. Students are provided with previous year university examination question papers and question papers also worked out at the end of the semester. Industrial visits are organized every year especially for final year students to improve their practical knowledge.
Examination and Evaluation	As per the university norms, three internal tests are conducted in every

semester. The examination scheme is 25 marks for Internal test and 75 marks for University examination. The internal examination committee is responsible for preparing the time table and conducting the internal test. As per the university norms, highest marks scored in any two of three internal tests are taken for computing internal marks. For post graduate students, five marks are allocated for seminar which is part of internal mark. The internal test papers are valued in a fair and transparent manner. If the student is not satisfied with the award of internal marks, he/she can approach the staff member who valued paper for seeking clarifications. If the student is still not satisfied with the evaluation process and marks allotted, the student can approach the internal grievance cell which has been constituted by the Principal. For practicals, the examination scheme is 50 marks for Internal and 50 marks for University practical examination. The internal marks in practical papers are awarded based on the performance of the students in model practical examination.

Research and Development

There are five research departments in the college namely Tamil, Physics, Chemistry, Commerce and Social work which have been approved by the Manonmaniam Sundaranar University. . There are 14 approved research guides in the college and totally 16 students are pursuing PhD in various research centres of our college. The college motivates and encourages the students and staff members to publish their research work in peer reviewed journals with good impact factor. The staff members are provided with incentives for each publication. On duty leave is given to attend seminar and conferences.

Library, ICT and Physical Infrastructure / Instrumentation

The college has well equipped library with good number of books and journals. Separate and spacious reading rooms are available for Graduate and doctoral students. Visitors of the Library are recorded in the walk in register. Journals, Magazines, News Papers are subscribed for the Library regularly. Good number of computers is available in the E library for the benefit of

	<p>students. LCD Projectors are available in all the class rooms. The management ensures proper maintenance of the class room infrastructure availing the services of the college electrician, plumber and cleaning staff. An auditorium with 2500 seating capacity and air conditioned Seminar Hall with 200 seating capacity is available in the campus for various academic purposes.</p>
Human Resource Management	<p>The administrative section of the college is headed by Principal who guides the office manager, office staff and non teaching staff members. The staff members who are in the need of leave or permission can approach the principal and submit their leave application form. A health centre with qualified staff nurse is functioning in the college for the benefit of students and staff members. Separate rooms are available for boys and girls in the health centre.</p>
Industry Interaction / Collaboration	<p>Industrial visits and study tours are organized in all the departments of our college.</p>
Admission of Students	<p>The UG admission in the college opens after the publication of results for plus two students and PG admission after the publication of results for UG. There is an admission committee comprising principal as chairman and head of the departments as members. The committee scrutinizes all the applications received and the students are admitted based on the results in the plus two examinations for UG programmes and Undergraduate marks for PG programmes. Preference is given to top scorers. Preference is also given to minority students and economically backward students</p>

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

E-governance area	Details
Planning and Development	<p>The college has implemented whats app system for dissemination of information related to academic and administrative activities. e library is functioning in the college for the benefit of students community. In the current academic year the management launched a new website for the college and also implement a Manage Information system in order to update the students and staff</p>

	information system
Administration	Good number of computers are available in the college office. All the computers have been connected with server.
Finance and Accounts	Finance and account section is fully computerized with dedicated software
Student Admission and Support	Details about admission process and date of issue of application are put in the college website A student database is maintained in the college Support is provided to apply online for schloarships Internal marks are entered in the webportal Students can download hall ticket from University website
Examination	Since the college is affiliated to Manonmaniam Sundaranar University, semester examinations are conducted by the University. However, three internal tests are conducted in each semester as stipulated by University. Teachers who handle the particular paper prepare the question paper and submit it to examination committee through email. The internal marks are uploaded in the university website through the dedicated web portal. The processes related to university semester examination such as exam fee payment, downloading of hall ticket, revaluation if any have been made online.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	0	0	0	0
View File				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	FDP on Research Indicators, Publishing	-	04/02/2020	05/02/2020	59	0

	Ethics and Predatory Journal					
2020	Elizabethan Poetry	-	02/06/2020	08/06/2020	19	0
2020	Electro Learning Features and Enhanced Communication	-	16/06/2020	18/06/2020	19	0
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Online FDP on G Chempaint and Libreoffice Suite Writer	2	04/05/2020	10/05/2020	7
Two week MOOC work shop for college teachers on Management of Environment and its resources	4	28/04/2020	11/05/2020	14
social work intervention during covid 19	1	27/04/2020	01/05/2020	5
Two weeks FDP on Managing Online classes and co-creating MOOCs	1	24/04/2020	06/05/2020	13
HEI Social Responsibility (Skills for working in Teams)	1	08/02/2020	12/02/2020	5
Short term course-SWAYAM Financial accounting Analysis	1	01/07/2019	30/09/2019	90
Project Proposal for Funding Agencies: Preparation and	7	16/05/2019	17/05/2019	2

submission
Protocol

[View File](#)

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
25	25	2	2

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
The management contributes an amount equal to the employee share for EPF , Group insurance, Festival bonus and Uniform, Staff members may avail Medical Leave based on their requirement, Well equipped health centre is functioning in the college, On duty leave is provided to staff members for participating in seminars/Conferences	Uniforms for supportive staff members, Festival Bonus for administrative and supportive staff	1. Fee concession for deserved and needy students 2. Well equipped health centre is functioning in the college premises with qualified staff nurse. Separate rooms are available for boys and girls in the health centre. 3. During Christmas celebration, a minimum of five students are selected from each department and provided with financial support.

6.4 – Financial Management and Resource Mobilization

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

Since the college is affiliated and self finance college, its finances are managed by the secretary and financial administrator (Bursar). There are three internal auditors who check the bills, vouchers and the expenditure incurred on various heads. They submit a detailed audit report to the college committee. The internal audit is done once in three months. The External audit is done by Arockiasamy Charles chartered accountants based in Madurai. The external auditors check and verify the expenditure incurred on various heads and report the details of the audit to the management of the college and the Government. Also the audit report is placed before the college committee.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	0
View File		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External	Internal
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	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	IQAC of the College
Administrative	No	Nil	Yes	IQAC of the College

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

1. Parents teachers meeting is organized every semester in which Secretary and Principal address the parents. 2. Parents are informed about the attendance details of their wards and marks scored in the internal examinations. 3. Staff in charge of each class meets the parents individually and try to rectify their doubts and grievances if any.

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

1. Covid-19 Awareness program 2. Online training programme on using of Management Information system software 3. Awareness programme on Desktop Publishing

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

1. AQAR submission for 2019-20 2. Participation in NIRF ranging 3. Getting approval for 12 B from UGC

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Onam Celebration	07/09/2019	07/09/2019	1392	655
Christmas Day Celebration	21/12/2019	21/12/2019	1392	655
Pongal celebrations	11/01/2020	11/01/2020	1392	655

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

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

In this academic year the college purchased the following Hardware 1. Lenovo Rack Server with Intel ® Silver 4110 with 2.10 G.Hz Speed, RAM -32 GB 2. Dell Tower Server - 2.Nos, With Intel ® Xenon ® Processor,E3-1225 V5 @ 3.30 G.hz speed, RAM 16 GB each 3. Sophos Fire Wall with three year license 4. L2 Switch - 1 no 5. 24 port - Network Switches - 15 Nos 6. 65 KVA Online UPS 7. New Transformer with installed capacity of 11 KV 8. Ordinary lights were changed with LED light in all buildings

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Provision for lift	Yes	4
Ramp/Rails	Yes	4
Rest Rooms	Yes	4

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
View File							

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

Title	Date of publication	Follow up(max 100 words)
Students Hand Book 2019-2020	10/06/2019	The students handbook detailed about the college Rules and Regulations like rules for admission, procedure for applying leave, library rules, general discipline, rules and regulation for prevention and prohibition of Ragging and attendance .

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
View File			

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

- Rain water harvesting
- Use of solar power
- Reducing plastics
- SWACHHTA Bharath Clean India programme
- Tree plantation

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Title of the practice: TEACH: Teach to Transform Top, Educate, Awesome, Cheerful and Helpful To provide higher education to all, especially the economically weaker sections of society, transcending caste, community, gender and religion and transform those into persons who realize their awesome potential and become achievers in life by occupying topmost positions and who cheerfully and enthusiastically help people in similar situations to overcome all odds with belief in themselves in God. 2. Goal • To provide higher education to all irrespective of their community, gender etc. • To provide education to economically weaker sections of the society • To provide necessary support and infrastructure to students 3. The Context There are significant inequalities in access to higher education and students from most disadvantaged sections are remaining under represented in higher education. Keeping these in mind, the College was established in the year 2012 with its vision and mission of striving to be a world class Institution in transforming lives of students through an innovative, professional, compassionate approach and also provide innovative educational opportunities to weaker and underprivileged sections of the society to learn, grow, prosper and liberate (transform) the world

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

<http://nccas.edu.in/IOAC/documents/Others/Best%20Practice.pdf>

7.3 – Institutional Distinctiveness

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

This Institution was established with a vision of providing quality higher education to students belonging to socially, economically backward classes. True to its vision our college has taken many initiatives for upliftment of students especially girls. Total 2042 students are pursuing higher education out of which 1392 students are girls. Girls students from neighboring state of kerala also prefer to study in our college because of quality education offered and kind of disciplines maintained in the college premises To empower woman after college hour vocational classes are conducted in the campus. The vocational classes are being conducted with the aim of not only improving their educational status level, but also improving the confidence. The vocational training programmes are conducted in art and craft, tailoring, driving etc. These initiatives help them find their voice heard in the society and also give economic independence by improving the economic status. More ever driving classes are being conducted by engaging private agencies to help them license. This particular initiative has helped the students and female staff members to avail benefit from government schemes

Provide the weblink of the institution

<http://nccas.edu.in/IOAC/documents/Others/Institutional%20Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

- To apply integrated B.Ed course.
- To apply professional course MBA rural management Program.
- To participate in NIRF Ranking.
- To conduct orientation and bridge course for fresher's.
- To cater to the needs of slow learners through remedial coaching.
- To participate in the Swachhta Ranking campus program.
- To conduct the academic audit for the year 2020-2021.
- Implementation of Management Information System in an effective way.
- Improvement in ICT enabled infrastructure.
- Strengthening the support for students for cultural and sports activities.
- Conduct of External Academic and Administrative Audit.
- Conduct of staff orientation on new frame work on NAAC.
- To have a tie up with placement

agencies. • To obtain research-funded projects • To publish maximum number of international journal papers of repute • To Organize more number of Workshops and National level conference