SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

RATHINAM COLLEGE OF ARTS AND SCIENCE

RATHINAM TECHZONE POLLACHI ROAD EACHANARI
641021
www.rathinamcollege.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The Rathinam College of Arts and Science is a Co-educational Institution, established in the year 2001, by the K Palaniappa Memorial Educational Trust, which has 48 years of experience in promoting education in Coimbatore. The college is recognized by UGC, New Delhi under section **2(f), and 12(B)** status and affiliated to Bharathiar University, Coimbatore. It is a co-educational Institution approved by the State Government of Tamil Nadu. The college has become autonomous Institution in the **academic year 2013 - 14**. The main motto of the Institution is to provide quality education with excellent skills, industry based trainings, and placements. The college offers 25 UG, 11 PG, 4   M. Phil and 3 Ph.D. programmes.

The **National Institutional Ranking Framework (NIRF)** constituted by Ministry of Human Resources and Development (MHRD) has ranked the college among the top 150 Institutions consecutively for 4 years (2017, 2018, 2019, and 2020). The college is ranked within 150 in Science, Commerce, Management, and Fine Arts by "The Week", "Education Plus" and "India Today" for the past 3 years. The Institution is registered with ICTACT, CSI, CII, YI and NSDC. The advantages that it offers to the students are indeed enormous with Project & In-house training and part- time jobs at the IT Park and SEZ within the campus. Access to professionals, real time experience and better Institutional industry interaction is facilitated by its proximity to SEZ. The Management and the Staff of Rathinam College of Arts and Science are committed to create an atmosphere in the campus that is conducive to fulfil its vision. Aiming at the goal, the Institution is continuously conducting seminars, guest lectures and events of various kinds. In addition, the Techno Park attached to the college is also providing job-oriented practical exposure for the students of Rathinam College of Arts and Science.

Vision

To emerge as a world renowned Institution that is **integrated with Industry** to impart **Knowledge, Skills, Research Culture and Values** in youth who can accelerate the overall **development of India**.

Mission

To impart superior quality education at affordable cost, **nurture academic and research excellence, maintain eco-friendly and future-ready infrastructure**, and create a team of well qualified teaching professionals who can build **global competency and employability**.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- College being Re-Accredited with "A" Grade by NAAC and Ranked by NIRF in top 150 Institutions for the four consecutive years (2017, 2018, 2019 & 2020). Recognized by UGC under 2f and 12B and conferred with Autonomous Status.

- Rathinam Group is sanctioned with Atal Incubation Centre by Atal Innovation Mission, NITI-Ayog, Govt of India for promoting Social Entrepreneurs.
- During the past years in UG, 80% of the sanctioned seats filled even there is a consistent increase in fee structure.
- Institution has state of art infrastructure facilities.
- Reasonable number of long standing employees.
- Chairman and Management teams connect and appeal to Industry, and the Techzone Vision - impresses even a demanding audience.
- The first year strength is 1500 plus which is a major booster. Total strength is 4000. Student acheivements attracts students admissions.
- 46% of the admitted students are women students.
- 50% of the admitted students are from English Medium. Over the past three years, there is steady increase in English medium students.
- 10% of the admitted students are above 1000 marks in HSC and 15% of the students within range 900 to 999 marks. Totally 25% of the students admitted are in the range of above 900 marks.
- Institution is Technology driven (ERP, CAMU,Rathinam Learning Hub, Alum book, COE , Knimbus – Digital Library, Office 365 – Academic & Administration)
- Good sports achievements and installation of NCC.
- Annexed with IT Park which consists of 20 Corporate which comprises 4000+ Professionals.
- Rathinavani – 90.8 community Radio station for broadcasting community programmes.
- Rathinam Facebook reach is highest in town to communicate and get feedback.
- Decent Placement (100%) in the past two years.
- Good Advisors team in IQAC and good processes in place.
- Dynamic, Open and broad minded and quick decision-making management.
- Multi Institutional Campus.
- Institution membership with ICT Academy, ACCA, CII, ISDC, NSDC, EDII, etc..
- 4% of International Students in Campus.

Institutional Weakness

- Organization to build activities to improve recruitment process, hand holding process, and team building activities.
- Internal branding is weak - Need good maturity in understanding and adapting to people. Need to resolve this issue and increase responsive management which will bring better involvement automatically from stake holders.
- Communication skills is average among the students.
- Better landscaping and general infrastructure additions are needed to match the best.
- Hostel, Transport, Sports Administration through technology is average only.
- Follow up of maintenance activity is not up to the mark.
- The ERP choice and adapted was not completed fully, the IT adapted have not at all reached the bottom.
- Research involvement and thought process is low
- 30% of Parents from illiterate backgrounds - not caring the growth of their wards.
- Parents' Socio-Economic status is below average.

Institutional Opportunity

- Build leadership in Entrepreneurship using AIC RAISE.
- Top leadership (Dean) puts in place a successful organizational building process - including mentoring, recruiting (need external panel members for recruitment), vision training, continuous improvement Training.
- **Leveraging the New Autonomy Freedom and New Education Policy.**
- Stronger industry alignment of courses through partnership with companies such as IBM, ACCA, Oracle, VMWare. AWS, Google etc., More practical oriented, Industry ready, higher end category courses can be launched. Existing courses also can be aligned with industry. (Data Science, CDF, and VISCOM).
- Implement path breaking and new Practical Oriented Teaching methodologies
- Provide faster and bigger ladder to top performing students which will make them reach much more than peers in the market.
- Layering degree programs as diplomas to provide multiple exits.
- Courses to be reorganised with wide, multi-dimensional and interdisciplinary courses
- **International University Tie-ups**
- Leverage Rathinam brand to launch international degree programs and twining programs.
- Foreign University Tie-ups to jointly bid for schemes and consulting
- Rathinavani 90.8 Media can enable good community reach by Rathinam students Community.
- **Internship and Placement**
- Potential to use new internship schemes from government to make internships wide and deep.
- Internship, Part–Time Job, Placement, and Consultancy opportunities by attaching each department to an industry – Leveraging Rathinam IT Park proximity and Rathinam's ability to connect to Industry.
- Leverage NASSCOM and ICT academy relationship for IIP
- Multi Institution Campus with potential for Collaborative Research and Consultancy.
- Scope for ADD-ON programs
- 25% of the students from Mathematics and 21% of the students from Computer Science and Mathematics group. Totally 46% of students from Mathematics group - Scope for training the students to focus on UPSC, TNPSC & Competitive examinations.
- Implement the idea of treating Alumni as a continuing asset to improve in all aspects.

Institutional Challenge

- Growth of Online and MOOC degree courses.
- Engineering Colleges converting and opening new Arts and Science courses and Colleges.
- Maintaining accreditation with new outcomes and expectations
- Frequent changes and Interference of authorities in the Institutions Plan, Process and Growth.
- Technology implementation challenges specifically with platforms becoming obsolete.
- Experienced / Ph. D holder is not sufficient for certain programmee.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The curriculum is designed to cater to the needs of the industry/society by instilling cutting-edge knowledge and skillsets to make the students develop Global competency. The curriculum is designed based on the guidelines suggested by Bharathiar University and University Grants Commission (UGC). Curriculum design

focuses on national and international level requirements. Syllabi is designed to ensure holistic development of the students' personality thereby making them socially responsible global citizens. The College follows Choice Based Credit System (CBCS) pattern to enhance the competency of the students with focus on employability. Outcome Based Education (OBE) has been implemented to bridge the gap between teaching and learning process and to enhance student's employability. The curricula are framed with well-defined Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (Cos) which are mapped to suit the industrial and societal needs. In addition, curriculum provides opportunities to learn languages like Hindi, Malayalam, French as Part-I Languages and English as compulsory to all the programmes. Soft skill training, General Knowledge, Test of Reasoning, Information Technology, Physical Education, Yoga, and Meditation are made mandatory for all the students to develop their skills and knowledge in the field of employability. Curriculum is Industry-driven with provision for Study Tours/ Industrial Visits/ Internship Training. To cater to the emerging needs of Industry, new courses are also introduced recently on Intellectual Property Rights, GST, Internet Marketing, Big Data Analytics, Machine Learning, IoT, Python, Group Dynamics etc. To follow the vision and mission of the Institution, industry related online courses (MOOCs, NPTEL, Coursera) are also included. Institution offers various Value Added Courses, Interdepartmental Courses, NCC and NSS as part of the curricula for enhancing advanced technology-based learning. Inter departmental courses are offered across departments to provide opportunity for students to learn their interested courses and to gain extra credit points to boost their standards among competitors. Quality educational programs is embedded in the curriculum. To inculcate moral, ethical, and cultural values, Value Education is introduced as a compulsory course for all the UG Programmes.

Teaching-learning and Evaluation

Academic performance of the students is assessed by conducting continuous internal assessments and end semester examinations and due attention is given according to the needs of different types of learners. Bridge course is conducted for a week for the first year undergraduate students to develop their confidence level, communication skills, competencies, and fundamental knowledge in their respective core discipline. For the slow learners, remedial classes are offered to enhance their learning and improve the student's participatory response. For advanced learners, extra credit courses are offered with two extra credits per semester, and the students are motivated to learn online courses like Swayam, Coursera, and MOOC under the credit transfer scheme, as per the UGC norms.

A unique practice of our Institution is "Battalion", through which students can learn by themselves as a team. The class splits into groups, consisting of slow, intermediate, and advanced learners. The advanced learners explain the topics to their peers and make them understand easily. Slow and Intermediate learners are given equal opportunities to present their understanding and the advanced learners would clarify their doubts. To enhance knowledge beyond the curriculum , projects, mini projects, industrial visits, and fieldwork are offered with an opportunity for experiential learning. Internships help the students to obtain hands on training in industries and reduces the gap between Institution and Industry.

Atal Incubation Centre RAISE (AIC RAISE) sponsored by NITI-AAYOG, Government of India, located inside the campus trains the students to showcase their innovative ideas and transforms them into prototypes. This unique practice has created a positive entrepreneurial culture among the students. The Institution provides blended learning environment which encompasses the traditional face to face class rooms and ICT enabled e-learning resources.

Programme Outcomes (PO's), Programme Specific Outcomes (PSO's), and Course Outcomes (Co's) are well

defined based on the Revised Blooms Taxonomy. The Programme Outcome and Course Outcome attainments are measured directly by calculating the marks secured in CIA Tests, Model Exam, Assignments, Seminars, and End Semester Examination.

Research, Innovations and Extension

The college has a well-defined research policy to promote research culture in the campus. To fulfil the vision and mission of the Institution, the college has established a Research Advisory Committee (RAC) - a separate entity under the direction of the Principal, Dean- Research & Development and senior faculty members to promote research ambience, create and sustain a research culture, and to motivate staffs and students to engage in research activities. The objective of the committee is to provide adequate facility to researchers thereby promoting research culture in the campus. To ensure the quality of the research in the Institution, the RAC evaluates the funding/research proposals and recommends qualified proposals for submission. Every year, the committee in consultation with IQAC, prepares a strategic plan to enhance the quality of the research by organizing events such as FDP, SDP, and workshops with reference to research. The committee also recommends the revision of research policy every year to promote consultancy and other research related activities and seed grants.

The Research Forum established encourages the scholars and students to present the latest developments in their area of research every fortnight. The forum motivates to take up interdisciplinary research projects and publications and awards certificates for best presentation, as a token of appreciation and motivation. The forum organizes skill development programs like How to write Research Thesis and Scientific Writing. The forum ensures all the scholars and students to participate in seminars and conferences organized by the departments.

The library is operational on a 24/7 basis and unlimited digital access to library is offered to faculty members and students through remote access at free of cost. The Institution has subscribed to "KNIMBUS", a digital platform which provides access to 750 subjects, 1.44 lakh e-books, 41,150 journals and articles, and 3.4 lakh video contents for reference and downloading.

To ensure redundancy in article writing, thesis writing and project proposals, the college provides free plagiarism checking Drillbit software to all the faculty members, scholars, and students. It is mandatory to check plagarism for all the publications, proposals and research thesis.

Infrastructure and Learning Resources

The college is set in a sprawling 70-acre campus that is part of the Rathinam Group of Institutions. The college has adequate infrastructure, which counterparts its vibrant academic environment. The college has an exclusive area of 5.09 Acres of land along the State Highway in Pollachi Road and Cochin-Salem National Highway which provides a lively and eco-friendly environment enabling students to reach easier and access the facilities of the Institution. The college has state of the art infrastructural facilities like adequate smart classrooms, laboratories, computing equipment and technology, board room conference halls, seminar hall, reading room, and ramps for the physically challenged students.

The college has excellent infrastructure to conduct regular classes with 1,05,000 Sq. ft built up area comprising of four blocks with 105 classrooms of 63,000 Sq.ft, in which 72 classrooms equipped with ICT facilities, 19 laboratories with 18,000 Sq.ft, 2 Libraries with 4,000 Sq.ft , Administrative Block with 1,200 Sq. ft., Principal

office, visitors' room, seminar hall, auditorium, 19 faculty rooms, media centre, IQAC office, office of the controller of examinations, placement cell, counselling room, NSS room, NCC room, stationery store, transport office, common rooms for girls and boys, innovation centre, physical education department and separate hostels for girls and boys. The total campus is under 24/7 CCTV surveillance.

Library occupies the prime place in the heart of the college, which accommodates more than hundred students, and is easily accessible to the student community, faculty members, and researchers. The library is partially equipped with computer systems with high-speed internet facility and contains more than ten thousand books and more than fifty journals. magazines, and other e-Resources.

There are 2 hostels which include prayer hall, TV hall, Gym, store, and indoor games for recreation. The college ground includes a wide space for athletics both track and field events and games like Kabbadi, Cricket, Basketball, Football, Volleyball, Throw ball, and Ball Badminton. The indoor sports arena consists of 2 acres with fully equipped sports essentials for the games like Swimming pool, Table tennis, Badminton, Carrom, and Chess.

Student Support and Progression

The Institution encourages active student participation and involvement in all academic and administrative bodies and committees. The Institution has a strong student support system by instituting an effective Student council, which provides a representative structure for the students to voice out their ideas and concerns to improve academic excellence, competitive spirit, and leadership skills, and train them for progression, employment, and social requirements. In addition, financial support is provided in the form of institutional scholarship. Students' wellbeing are taken care by providing services and schemes in terms of Personal Counselling, Yoga and Meditation, and Awareness programmes on health, hygiene, yoga and physical fitness.

College management provides scholarship to students by means of fee concession. College students get scholarship based on criteria from the government of India and Tamilnadu. Apart from the scholarships provided by the State and Central Governments, our Institution provides merit and sports scholarship to the students. The management also provides scholarships for the students as Management Merit Scholarship.

As per the state government norms, students belonging to the SC/ST, MBC and BC categories are receiving the financial assistance from the government. [20 % of the students are availing this facility]. Other scholarships like Rajiv Gandhi Single Girl Child scholarship, Jindal fellowships, Tea Board Scholarship for the students whose parents are working in tea plantations, and agriculture labour scholarship of Government of Tamilnadu are availed by the students.

International student cell is available in the college. The students from Nigeria, Bhutan and Nepal are utilizing this cell for guidance.

Various clubs are actively functioning in the Institution to develop and enhance the students' skill in organizing events, administration and execution by arranging awareness programmes and events. Students are encouraged to participate in various external cultural and sports activities. Students won laurels, medals, and cash prizes in Inter-University, State, National and International events. Apart from theoretical learning, the NSS students have actively participated and contributed to the society during Nilgiri Cyclone Disaster, Kerala Flood Relief, and Gaja Cyclone. Every year, NSS volunteers celebrate Green Diwali in the tribal villages of Puthupathi-Walayar, Amaravathinagar- Udumalpat and Kozhikumuthi-Topslip.

Governance, Leadership and Management

The Institution encourages decentralization and promotes participative management by involving the faculty members and students in the process of developing overall deliberate plan for academic and administration purpose. The Institution, thus, ensures transparency and accountability in all its activities to the satisfaction of all stakeholders, improving the objectivity and fairness with which it runs its administration. The management provides liberty and flexibility to the Principal together with the academic council to lead all the academic activities of the Institution and to implement the perspective plan of the Institution. The Institution sets a model through its governance and administration with the objective of moulding the students as socially responsible citizens.

The Principal functions through a College Council comprising of Deans, Heads of the Departments, and Controller of Examination. They meet regularly and all decisions are taken in the council meetings by adopting resolutions after deliberate discussions in each and every matter in the best interest of the Institution. This expands into the IQAC, which does the planning, and evaluation for the College and meets atleast once in a month. In various committees , faculty members and students take responsibility for different activities of the College. At the Department level, Heads of the Departments are encouraged to hold meetings periodically and bring points for discussion to the Heads meeting with the Principal which is held every month.

The major bodies entrusted with the governance of the Institution are the Governing Body and the Board of Management. Academic details are entrusted to the Academic Council, which has adequate representation from the stakeholders. Decision making is decentralized at different levels of Departmental Heads, Principal, Deans, and the Controller of Examinations.

There are also other committees formed to take care of other organizational matters, such as Anti-Ragging Cell, Grievance Redressal Cell, Women Cell, etc which also play their own role to make everyone at ease in the Institution. The Institution has several welfare measures to make the teaching and non teaching faculty members comfortable, peaceful, and happy.

Institutional Values and Best Practices

Our Institution undertakes different initiatives by organising various activities which provide values like human dignity, equality, social justice, human rights and rule of equity and respect, which help in sensitizing students and employees to make them socially responsible citizens. Our Institution educates students to maintain harmony and peace and encourages the feeling of universal brotherhood and oneness. To strengthen mutual respect and to promote solidarity among the student community, the college provides code of conduct for both students and teachers, which explain exactly what code of conduct is expected from them. The college focuses on awareness on women's rights, self defence, cyber crime, consumer rights and importance of gender equity and human values. A substantial number of programs were organized over the years to promote the gender equality among the students.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	RATHINAM COLLEGE OF ARTS AND SCIENCE
Address	Rathinam Techzone Pollachi Road Eachanari
City	Coimbatore
State	Tamil Nadu
Pin	641021
Website	www.rathinamcollege.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	R. Muralidharan	0422-4040906	9087578645	-	info@rathinam.in
IQAC / CIQA coordinator	S. N. Suresh	0422-4040995	9791200300	-	iqac@rathinam.in

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of Establishment, Prior to the Grant of 'Autonomy'	01-01-2001

Date of grant of 'Autonomy' to the College by UGC	22-05-2013

University to which the college is affiliated

State	University name	Document
Tamil Nadu	Bharathiar University	[View Document](#)

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	26-09-2005	[View Document](#)
12B of UGC	17-12-2012	[View Document](#)

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	[View Document](#)	09-06-2020	12	Nil

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Rathinam Techzone Pollachi Road Eachanari	Urban	5.09	11617

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	**Name of Programme/Course**	**Duration in Months**	**Entry Qualification**	**Medium of Instruction**	**Sanctioned Strength**	**No.of Students Admitted**
UG	BCom,Commerce	36	H. Sc Pass	English	60	57
UG	BCom,Commerce	36	H. Sc Pass	English	100	100
UG	BCom,Commerce	36	H. Sc Pass	English	60	13
UG	BCom,Commerce	36	H. Sc Pass	English	110	110
UG	BCom,Commerce	36	H. Sc Pass	English	60	0
UG	BCom,Commerce	36	H. Sc Pass	English	60	59
UG	BCom,Commerce	36	H. Sc Pass	English	60	60
UG	BCom,Commerce	36	H. Sc Pass	English	50	34
UG	BCom,Commerce	36	H.Sc Pass	English	60	57
UG	BCom,Commerce	36	H. Sc Pass	English	110	98
UG	BSc,Computer Science	36	H. Sc Pass	English	110	104
UG	BSc,Computer Science	36	H. Sc Pass	English	110	100
UG	BSc,Computer Science	36	H. Sc Pass	English	50	44
UG	BSc,Computer Science	36	H. Sc Pass	English	50	43
UG	BCA,Computer Science	36	H. Sc Pass	English	50	50
UG	BSc,Bioscience	36	H. Sc Pass	English	60	39

UG	BSc,Bioscience	36	H. Sc Pass	English	60	35
UG	BA,English	36	H. Sc Pass	English	50	34
UG	BSc,Costume Design And Fashion	36	H. Sc Pass	English	40	40
UG	BSc,Mathematics	36	H. Sc Pass	English	50	9
UG	BSc,Physics	36	H. Sc Pass	English	36	13
UG	BSc,Psychology	36	H. Sc Pass	English	50	47
UG	BBA,Management	36	H. Sc Pass	English	50	45
UG	BBA,Management	36	H. Sc Pass	English	60	24
UG	BSc,Visual Communication	36	H. Sc Pass	English	80	51
PG	MCom,Commerce	24	UG in Relevant Discipline	English	40	28
PG	MCom,Commerce	24	UG in Relevant Discipline	English	50	19
PG	MSc,Computer Science	24	UG in Relevant Discipline	English	40	40
PG	MSc,Computer Science	24	UG in Relevant Discipline	English	50	22
PG	MSc,Computer Science	24	UG in Relevant Discipline	English	50	44
PG	MA,English	24	UG in Relevant Discipline	English	40	14
PG	MSc,Mathematics	24	UG in Relevant	English	50	16

			Discipline			
PG	MSc,Psychology	24	UG in Relevant Discipline	English	50	40
PG	MBA,Management	24	UG in Relevant Discipline	English	30	10
PG	MBA,Management	24	UG in Relevant Discipline	English	60	46
PG	MA,Visual Communication	24	UG in Relevant Discipline	English	20	16
Doctoral (Ph.D)	PhD or DPhil,Commerce	36	PG or M. Phil in Relevant Discipline	English	18	2
Doctoral (Ph.D)	PhD or DPhil,Computer Science	36	PG or M. Phil in Relevant Discipline	English	24	4
Doctoral (Ph.D)	PhD or DPhil,Management	36	PG or M. Phil in Relevant Discipline	English	8	1
Pre Doctoral (M.Phil)	MPhil,Commerce	12	PG in Relevant Discipline	English	19	2
Pre Doctoral (M.Phil)	MPhil,Computer Science	12	PG in Relevant Discipline	English	10	0
Pre Doctoral (M.Phil)	MPhil,Mathematics	12	PG in Relevant Discipline	English	4	0
Pre Doctoral (M.Phil)	MPhil,Management	12	PG in Relevant Discipline	English	9	1

Position Details of Faculty & Staff in the College

Teaching Faculty											
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				6				23				181
Recruited	5	1	0	6	10	13	0	23	51	130	0	181
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				76
Recruited	36	40	0	76
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				13
Recruited	8	5	0	13
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	5	1	0	10	13	0	11	10	0	50
M.Phil.	0	0	0	0	0	0	16	37	0	53
PG	0	0	0	0	0	0	24	83	0	107

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	1926	74	0	83	2083
	Female	1270	49	0	22	1341
	Others	0	0	0	0	0
PG	Male	156	35	0	155	346
	Female	142	69	0	8	219
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	2	0	0	0	2
	Female	2	0	0	0	2
	Others	0	0	0	0	0
Pre Doctoral (M.Phil)	Male	0	0	0	0	0
	Female	2	0	0	0	2
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	83	85	61	52
	Female	71	76	46	55
	Others	0	0	0	0
ST	Male	0	3	5	0
	Female	0	2	1	0
	Others	0	0	0	0
OBC	Male	326	267	144	160
	Female	155	181	154	138
	Others	0	0	0	0
General	Male	367	512	337	295
	Female	224	377	324	277
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1226	1503	1072	977

2.3 EVALUATIVE REPORT OF THE DEPARTMENTS

Department Name	Upload Report
Bioscience	[View Document](#)
Commerce	[View Document](#)
Computer Science	[View Document](#)
Costume Design And Fashion	[View Document](#)
English	[View Document](#)
Management	[View Document](#)
Mathematics	[View Document](#)
Physics	[View Document](#)
Psychology	[View Document](#)
Visual Communication	[View Document](#)

Extended Profile

1 Program

1.1

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
34	32	23	23	21

File Description	Document
Institutional data in prescribed format	[View Document]

1.2

Number of departments offering academic programmes

Response: 10

2 Students

2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
3989	3344	2677	2292	2012

File Description	Document
Institutional data in prescribed format	[View Document]

2.2

Number of outgoing / final year students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1090	977	826	666	680

File Description	Document
Institutional data in prescribed format	[View Document]

2.3

Number of students appeared in the examination conducted by the Institution, year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
3540	3290	2604	2261	1992
File Description			Document	
Institutional data in prescribed format			[View Document](#)	

2.4

Number of revaluation applications year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
126	29	80	129	117

3 Teachers

3.1

Number of courses in all programs year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
998	687	648	495	512
File Description			Document	
Institutional data in prescribed format			[View Document](#)	

3.2

Number of full time teachers year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
207	166	145	132	118
File Description			Document	
Institutional data in prescribed format			[View Document](#)	

3.3

16-12-2021 09:18:26

Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
182	166	145	132	118

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Number of eligible applications received for admissions to all the programs year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1921	2114	1579	1442	1157

File Description	Document
Institutional data in prescribed format	View Document

4.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
667	618	411	411	355

File Description	Document
Institutional data in prescribed format	View Document

4.3

Total number of classrooms and seminar halls

Response: 86

4.4

Total number of computers in the campus for academic purpose

Response: 546

4.5

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
1097.81	982.42	801.85	664.61	540.64

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curriculum Design and Development

1.1.1 Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which is reflected in Programme outcomes (POs), Programme Specific Outcomes(PSOs) and Course Outcomes(COs) of the Programmes offered by the Institution.

Response:

The College is located in a semi-rural part of the district surrounded by industries. Hence, utmost care is taken to design the curriculum to cater to the need of the location by instilling of cutting-edge knowledge and skillsets to make students to develop Global competency. The curriculum is designed based on the guidelines suggested by Bharathiar University and University Grants Commission (UGC).

Need Based Curriculum

Ever since the College became autonomous in 2013, periodical revisions and systematic revamping is done for UG and PG Programmes. Before the Board of Studies meeting, **Academic Advisory Committee** meeting is conducted to obtain the opinion/suggestions from industry experts on curriculum and syllabus. The suggestions received from the **industry experts** on curriculum and syllabus is discussed for approval in the Board of Studies meeting with the following board members namely University Representative, Subject Expert, Industrialist, Alumni, Chairperson and Internal Members. Inputs provided by the **board of studies** are incorporated in the syllabus for further approval of **academic council**. At the end of each semester, feedback on the curriculum is obtained from all the stake holders and the syllabus revision will be carried out accordingly.

Outcome Based Education

The College follows Choice Based Credit System (CBCS) pattern to enhance the competency of the students with a focus on employability. Outcome Based Education (OBE) has been implemented to bridge the gap between teaching and learning process and to enhance student's employability. The curricula are framed with well-defined **Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (Cos)** are mapped to suit the industrial and societal needs.

Curriculum Design & Curriculum Development Cell

Syllabi have been designed to ensure the holistic development of the students' personality thereby making them socially responsible global citizens. To ensure holistic development, **Soft skill, General Knowledge, Test of Reasoning, Information Technology, Physical Education, Yoga and Meditation** are made mandatory for all the students. Curriculum is Industry-driven with provision for Study Tours/ Industrial Visits/ Internship Training. Worldwide students are pursuing their education in the Institution, so curriculum design focuses on national and international level requirements.

Value Education

In order to enrich the students in various aspects of current social issues, courses such as **Gender Equality, Human values, Environmental Sustainability, and Women Studies** have been amalgamated into the curriculum. These courses instill essential moral values and ethical values in one's mind thereby upholding the 'Value Based Education'. An Industry related course for all the programmes are introduced to follow the vision and the mission of the Institution. **Online Courses (MOOCs, NPTEL, Coursera) are also included for all the programmes**. Value Added Courses, Interdepartmental Courses, **NCC and NSS** are a part of the curricula for enhancing learning. Inter departmental courses offered across departments provide opportunity for students to learn their interested courses and gain extra credit points to boost their standards among the competitors.

File Description	Document
Any additional information	<u>View Document</u>
Link for Additional Information	<u>View Document</u>

1.1.2 Percentage of Programmes where syllabus revision was carried out during the last five years.

Response: 88.24

1.1.2.1 **Number of all Programmes offered by the institution during the last five years.**

Response: 34

1.1.2.2 **How many Programmes were revised out of total number of Programmes offered during the last five years**

Response: 30

File Description	Document
Minutes of relevant Academic Council/BOS meeting	<u>View Document</u>
Details of program syllabus revision in last 5 years(Data Template)	<u>View Document</u>
Any additional information	<u>View Document</u>
Link for Additional Information	<u>View Document</u>

1.1.3 Average percentage of courses having focus on employability/ entrepreneurship/ skill development offered by the institution during the last five years

Response: 43.59

1.1.3.1 **Number of courses having focus on employability/ entrepreneurship/ skill development year-wise during the last five years..**

2019-20	2018-19	2017-18	2016-17	2015-16
402	216	313	72	427

File Description	Document
Programme / Curriculum/ Syllabus of the courses	[View Document](#)
MoU's with relevant organizations for these courses, if any	[View Document](#)
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	[View Document](#)
Average percentage of courses having focus on employability/ entrepreneurship(Data Template)	[View Document](#)
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

1.2 Academic Flexibility

1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years.

Response: 46.47

1.2.1.1 How many new courses are introduced within the last five years

Response: 1552

1.2.1.2 **Number of courses offered by the institution across all programmes during the last five years.**

Response: 3340

File Description	Document
Minutes of relevant Academic Council/BOS meetings	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

1.2.2 Percentage of Programmes in which Choice Based Credit System (CBCS) / elective course

system has been implemented (Data for the latest completed academic year).

Response: 94.12

1.2.2.1 **Number of Programmes in which CBCS / Elective course system implemented.**

Response: 32

File Description	Document
Minutes of relevant Academic Council/BOS meetings	[View Document]()
Institutional data in prescribed format	[View Document]()
Any additional information	[View Document]()
Link for Additional Information	[View Document]()

1.3 Curriculum Enrichment

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

Response:

Professional Ethics

The curriculum is embedded with quality educational programs which incorporate **ethics**. This emphasizes to maintain the demeanour, decorum and values which strengthen the professional ethics. Courses like **Business Ethics, Value Education - Human Rights, Corporate Governance & Ethics, Media Laws and Ethics, Corporate Ethics and Governance, Business Ethics and Corporate Governance** provides the knowledge on the professional ethics of their respective discipline.

Environment and Sustainability

Environmental Studies have been made as part of the curriculum for all the UG students. Special attention has been provided to give awareness on the impact of **global warming and greenhouse effect**. Further, the students are provided with equal opportunity to participate in the **Eco-friendly activities** organized across Departments in association with **NSS, NCC, and Nature Club**.

Value Education

To inculcate moral, ethical and cultural values, the College has introduced Value Education as a compulsory course for all the UG Programmes. It includes teachings on spiritual, religious, emotional and social values. Apart from this, the courses such as **Entrepreneurial Microbiology, Corporate Accounting, Bioethics and IPR, Strategic Management, Business Law** is also incorporated in the curriculum of various UG programmes to promote ethical values in the respective core.

Human Values

In order to create an awareness on the human and constitutional rights, a **module on Human Rights has also been included as part of this course** which also enables the learners to understand their fundamental duties and rights. Besides this, activities such as **National Cadet Corps, National Service Scheme, Red Ribbon Club, Consumer Club, Ramanujam Club, Women's Club, Health and Hygiene Club, English Club and Nature Club** etc., are **creating greater awareness on the social issues** among our students. Notably, industry professionals belong to various renowned organizations are invited to deliver lectures. Mind strong counselling centre provides emotional support to students and staff.

The College celebrates important days like National **Voters Day, Human Rights Day, National/World Consumer Day, World AIDS Day, National Unity Day, World Disability day**. Twentieth Century has thrown many challenges to the societies across the globe due to the Liberalization–Privatization–Globalization (LPG). In order to sensitize the students on gender issues, '**Women Studies**' has been included in the syllabus with a focus on **women empowerment, health, feminism** etc. Courses such as **Embryology, Health and Nutrition, Human Physiology, Principles of Genetics, Gender Studies in English, Contemporary Literature, Literature of the Marginalized and Health Economics** are offered under different programmes which address gender-related issues. The Women's Club invites many women icons as resource persons to inspire the students.

Suggestions from Environmentalists and Forest Officials are also taken into consideration while preparing the syllabus for Environmental Studies. Students are also exposed to the impact of global warming and greenhouse effect. In the curriculum, under part V, **two credits will be awarded for the extension activities**.

File Description	Document
Upload the list and description of the courses which address the Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum	[View Document](#)
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

1.3.2 Number of value-added courses for imparting transferable and life skills offered during last five years.

Response: 227

1.3.2.1 **How many new value-added courses are added within the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
62	51	46	30	38

File Description	Document
List of value added courses (Data Template)	[View Document](#)
Brochure or any other document relating to value added courses	[View Document](#)
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

1.3.3 Average Percentage of students enrolled in the courses under 1.3.2 above.

Response: 40.22

1.3.3.1 **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
2204	1983	1134	532	422

File Description	Document
List of students enrolled	[View Document](#)
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

1.3.4 Percentage of students undertaking field projects/ internships / student projects (Data for the latest completed academic year)

Response: 38.76

1.3.4.1 **Number of students undertaking field projects / internships / student projects**

Response: 1546

File Description	Document
List of programs and number of students undertaking field projects / internships / student projects (Data Template)	[View Document](#)
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

1.4 Feedback System

1.4.1 Structured feedback for design and review of syllabus – semester-wise / year-wise is received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni

Response: A. All 4 of the above

File Description	Document
Any additional information	[View Document](#)
Action taken report of the Institution on feedback report as minuted by the Governing Council, Syndicate, Board of Management	[View Document](#)
URL for stakeholder feedback report	[View Document](#)
Link for Additional Information	[View Document](#)

1.4.2 The feedback system of the Institution comprises of the following :

Response: A. Feedback collected, analysed and action taken and report made available on website

File Description	Document
Any additional information	[View Document](#)
URL for stakeholder feedback report	[View Document](#)
Link for Additional Information	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 74.41

2.1.1.1 **Number of students admitted year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
1226	1503	1072	977	808

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
2032	1889	1289	1288	1105

File Description	Document
Institutional data in prescribed format (Data Template)	[View Document](#)
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 96.82

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
635	614	411	405	323

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

2.2 Catering to Student Diversity

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

Response:

As per the vision and mission of the institution, research and industry partnership related courses are offered in all the programmes to build the knowledge of the students. **Slow learners** are identified and supported by the faculty with remedial classes, special lectures, additional reading resources, psychological counseling and special tests were conducted to improve their academic performance.

Bridge Course

Bridge course is conducted for the **first year undergraduate students for a week** to develop their **confidence level, communication skills, competencies and fundamental knowledge** in respective core discipline of the students. The bridge course will start with a **Pre-test**, to assess the level of student followed by awareness programmes, English language skill and activities. At the end of the week a **post-test** is conducted to evaluate the understanding level of students. This helps the students to get comfortable education in this environment.

Remedial class

Based on the knowledge in the curriculum, students are categorized into slow, intermediate and advanced learners. The remedial class timetable is framed for slow learners to enrich their learning and improve the student's participatory response. For intermediate and slow learners **additional lab hours** have been allocated to improve their practical knowledge as well as the **additional learning materials like question bank, simplified notes, tutorial videos, lab manuals** are given to the students. To evaluate their improvement in the remedial class **frequent assessments** are conducted and the pattern is reviewed. Based on the performance of the students, the course handling faculty has to interact with the slow and intermediate learners and **counsel** them.

Advanced Learners

To enrich the knowledge of advanced learners, the additional courses are offered with two extra credits per semester. The students are motivated to learn online courses in **Swayam, Coursera and MOOC courses** under credit transfer scheme, as per UGC norms.

Advanced learners are encouraged,

- To participate and present papers in **seminars**
- To participate in various competitions conducted by Industry and Institutions
- To undergo special training on **advanced tools in the industries and internship** with the industries

Battalion

A unique practice of our institution is **"Battalion"**, it is a process through which the students can learn themselves as a team. The class will be split into groups, consisting of slow, intermediate and advanced learners. The advanced learners will explain the topics to the **peers** enabling them to understand easily. Slow and intermediate learners are equally given opportunities to present the concept and their doubts will be clarified by the advanced learners.

The institution has also enabled the use of MS teams for **effective online course content delivery**. It provides an opportunity for the slow learners to make an **open discussion** on the complex topics and get assistance from either advance learners or staff members. Further, the components such as **surprise quiz, video demonstration and assignments enables** slow learners to constantly develop their learning skill and improve their performance. On the other hand, advanced learners will improve their **presentation skills and competency by completing the challenging tasks** allocated by course handling faculty member.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

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

Response: 19.27

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

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

Response:

The Institution provides a blended learning environment which encompasses the traditional face to face class rooms and ICT enabled **E-learning resources. Lecture notes, Lecture plan, Assignment questions,**

Questions banks and important links which are uploaded in the **LMS**, which provides the necessary information to students with **24x7 access** to learn at their own pace.

Revised Blooms Taxonomy

The Institution has given orientation to the faculty members on the Revised Blooms Taxonomy, which focuses on the **Outcome Based Education**. The conventional teaching method is transformed to student centric method to enhance the **critical thinking** of the students. "**Flipped Classroom"** is one of the methods adopted to increase student engagement and learning at their home and work on live problem solving during class time. Based on this method, the course handling faculty will share relevant videos and subject materials to the students and make them gain an understanding of the class.

Teaching Methodology

Every subject handling faculty must split up the session by conducting **Pre-quiz** before starting the class to know whether the students understood the concepts or not. Based on the performance and understanding, the faculty starts the lecture. The **Mid Assessment Quiz** is conducted to assess the understanding of the students and continues the lecture. After the session, problem solving will be discussed by lectures with students and doubts will be clarified. This interactive learning environment qualifies their ideas creatively in the classroom.

Learning Methods

Some of the learning methods followed are as follows:

Mind mapping, Case studies and Brain storming sessions make the students to face challenges in the industry, **Role play for interaction** helps the students to refine their skills. **Projects, mini projects, industrial visits,** and **field work** provides an opportunity for **experiential learning**. **Internships** assist the students to obtain hands on training in the industries and reduces the gap between the Institution and Industries. **Mock Interviews, Panel Discussions,** and **Group Discussions** are conducted to develop the students to excel in their communication and interpersonal skills. Book Review and Movie Making enables their creative thinking.

Atal Incubation Centre RAISE (AIC RAISE) sponsored by NITI-AAYOG, Government of India located inside the campus trains the students to showcase their innovative ideas and transforms them into Iconic Incubatees. This unique practice has created a positive entrepreneurial culture among the students.

The departments drive the learning process of students by conducting regular class activities namely '**Think, pair, share'**, **role play, group discussion, brain storming, math modelling, puzzle solving, drama, dance of the Gods, and pictorial representations**. Notably, 'think share and pair' activity aims at ensuring team work, critical thinking, and knowledge sharing among students, 'Dance of Gods' activity focuses on emphasizing a concept in a manner in the form of dance with definite steps. 'Model making' activity provides an opportunity for the candidates to create a model relevant to the concept of study thereby enhancing their critical thinking and creative knowledge. 'Pictorial representation' aids students to prepare and present the topic of study with versatile chart preparation.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

2.3.2 Teachers use ICT enabled tools including online resources for effective teaching and learning process.

Response:

All teachers are using ICT for effective teaching with the support of Learning Management System. **CAMU is online Enterprise Resource Planning (ERP)** software which acts as a strong Learning Management System (LMS). For teaching and learning CAMU facilitates for registration of course under Choice Based Credit System (CBCS), allocation of courses to the faculty members, student attendance, internal assessment, assignment, quiz, discussion forum, End-semester assessment, and conversion of marks to grades and declaration of results. Faculty members, students and parents also have provision to view the academic credentials of a student.

The Institution follows the policy for teaching learning method which focuses on blended learning. The faculty must use ICT facility for conducting classes and they share PPT, Self-recorded videos and subject materials in advance to the students through LMS. All subject handling faculty must adopt flipped classroom teaching method for teaching learning process. The major emphasis in classroom interaction is through presentations, seminars, debates, group discussions, assignments, quiz and laboratory work.

Computer laboratory with an internet connection has been provided for learning. Wi-Fi facility for access of internet is provided on individual laptop and mobile devices for both faculty members and students. The academic plan with budget, lesson plan, lab manuals and question banks with solution are made available at the very beginning of the semester. The use of multimedia teaching aids like, LCD projectors, classrooms with internet enabled systems are usually used in classroom.

e-Learning Resources

Effective teaching and learning process is implemented with the following electronic resources like **Rathinam Learning Hub, Knimbus (Digital Library), DELNET, INFLIBNET, SWAYAM – NPTEL videos, MOOC platform like Coursera, edX, Microsoft Teams and Microsoft forms** for conducting short quiz and survey. Sufficient number of books, Journals, E-journals and E-books are available in the library.

MS Teams

The institution has adopted the use of MS Teams online platform for effective online delivery of course contents. The faculty shall collaborate with students at ease and engage the students viz, Live class sessions and utilize features such as white board, live demonstrations, and video file sharing for better concept delivery. The faculty shall conduct surprise quizzes, track and grade class assignments. The **MS Teams Platform** is utilized efficiently by integrating with **Rathinam Learning Environment (RLE)** a customized online platform for teaching and learning, thereby providing the student with a real time interactive learning experience for all the opted courses. The candidates would undertake post-class quiz to

introspect their level of understanding of the topics taught for the day in live session. Discussion forums are enabled in the RLE for students to undergo open formal discussion on the topics taught by faculty members in daily class and also receive support such as clarification and receiving additional study materials. Also, the students have an opportunity to submit video recording on the discussed topic which inculcates creativity and versatility. All the activities are subject to grading by staff with different methods such as simple or scale or rubric based grading system with optional feedback for ensuring effective learning process.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	View Document

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

Response: 22.16

2.3.3.1 **Number of mentors**

Response: 180

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll	View Document
Circulars pertaining to assigning mentors to mentees	View Document
Any additional information	View Document
Link for additional information	View Document

2.3.4 Preparation and adherence of Academic Calendar and Teaching plans by the institution

Response:

The academic calendar framed by the Principal, Deans and HOD's, provides the schedule of Working days, College events, Continuous Internals Test, Semester exam and Holidays. Exam evaluation schedules for continuous internal assessment and end semester examinations are published well in advance to the students by the controller of examinations. The **Academic calendar** will be issued to all the departments to add the events plan and activities in consultation with the Head of the Departments.

Academic Process Schedule

Before every semester, **Academic Process Schedule is prepared to plan, organize, guide, monitor, coordinate and control** all the academic process of the institution for the achievement of goals and objectives of the Institution. Academic Process Schedule provides **the detailed timeline chart of the activities such as IQAC Meeting**, Course File Audit, Internal Audit, External Audit, Logbook Verification by HOD, Logbook Verification by Principal, Feedback from Students, HOD Meeting, Department Meeting, Class Committee Meeting , Staff Requirement, Work load & Time Table preparation, Practical Exam Schedule / Remedial Class, Online Test, Internal Academic Audit, College Reopening date , Submission of Internal Marks and Internal Exam to be **carried out in each semester.**

Lesson Plan

In the Academic Year, beginning of every semester, **Lesson Plan should be prepared and updated in ERP** before the regular class starts. In the lesson plan, the following components like Course Name, Course Code, Unit No. Topic, Reference, Learning Outcome, Blooms Level, Course Outcome, Evaluation Pattern, Proposed Date & Hour and Actual Date & Hour are prepared well in advance.

The institution has implemented **Outcome Based Education (OBE) and followed Bloom's Taxonomy for teaching**, learning and evaluating process to improve the skills of the students.

Bloom's Taxonomy primarily provides instructors with a focus for developing their **course learning objectives** to increase student understanding of the learning process. Teachers can understand the complex cognitive development and how **lower-level skills build into higher-order thinking** (e.g., recalling facts and comprehending previous problems allows a student to apply their experience to similar problems).

All Question Papers are prepared with Basic level of thinking (Recollecting, Understanding and Applying) and **Advance thinking Level** (Analyzing, Evaluating and creating). Evaluation is based on attendance, assignment, online test (Quiz), seminar, external participation, CIA, Model examinations and External participation.

Evaluation Pattern

Question bank will be shared to the controller of the examination through head of the department for each course. **HOD** should **scrutinize the question bank** of the department courses before submitting to the controller of the examination section. The internal test will be conducted as Continuous Internal Assessment (CIA) examination and after the paper evaluation, the answer scripts will be shared to the students to get their signature in the paper. The same will be entered in the **ERP and shared to the parents as report card.** The **components of the internal marks will be shared with the students** along with marks scored by them to understand their own level and finally which will be shared to the controller of examination through HOD.

File Description	Document
Upload Academic Calendar and Teaching plans for five years	<u>View Document</u>
Any additional information	<u>View Document</u>
Link for Additional Information	<u>View Document</u>

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 102.75

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years(Data Template)	<u>View Document</u>
List of the faculty members authenticated by the Head of HEI	<u>View Document</u>
Any additional information	<u>View Document</u>
Link for Additional Information	<u>View Document</u>

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 20.69

2.4.2.1 **Number of full time teachers with *Ph.D./D.M/M.Ch./D.N.B Superspeciality/D.Sc./D'Lit.* year wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
40	36	30	26	26

File Description	Document
Institutional data in prescribed format (Data Template)	<u>View Document</u>
Any additional information	<u>View Document</u>
Link for Additional Information	<u>View Document</u>

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

Response: 3.51

2.4.3.1 **Total experience of full-time teachers**

Response: 726

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for Additional Information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Average number of days from the date of last semester-end/ year- end examination till the declaration of results year-wise during the last five years

Response: 8.4

2.5.1.1 **Number of days from the date of last semester-end/ year- end examination till the declaration of results year wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
8	4	8	10	12

File Description	Document
Institutional data in prescribed format (Data Template)	View Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.2 Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years

Response: 1.9

2.5.2.1 **Number of complaints/grievances about evaluation year wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
63	14	40	64	58

File Description	Document
Number of complaints and total number of students appeared year wise	View Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.3 IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in Examination Management System (EMS) of the Institution

Response:

All Undergraduate and Post Graduate Programmes offered by the College shall be under **Choice Based Credit System (CBCS).** Choice Based Credit System is introduced with the aim of offering flexibility in the choice of courses to the students.

Both UG and PG examinations are **planned according to the 'Regulations' designed separately for these programmes by the Academic Council** and approved by the **Governing Body** from time to time. Various modules in syllabi and model questions are designed on the basis of the regulations.

The examination in each theory, practical and project paper consist of two parts:

1. Continuous Internal Assessment (CIA)

2. End of Semester Examinations (ESE) covering the whole syllabus prescribed for the paper.

Continuous Internal Assessment (CIA)

Centralized examinations will be conducted for CIA and model examinations as a part of Examinations reforms and to improve the quality in valuation. It is decided to evaluate the **CIA and Model Answer scripts through assigned faculty members** (other than subject handling faculty). Faculty members have been assigned by Controller of Examinations, and the answer key will be provided for valuation. The continuous internal assessment (CIA) and its **evaluation process are made transparent.**

End of Semester Examinations (ESE)

End semester questions papers **will be prepared in the OBE Pattern** by the **external question paper setters** and the End semester examinations will be conducted through Examination Cell. Answer papers provided with **mock numbers** and the counter folio will be removed. Evaluation of the end semester

answer papers will be done 100% by **external evaluators** and the marks will be entered in the computer system by the evaluator himself/herself. The **college ensures confidentiality in the panel of question paper setters,** printing of question papers and assignment of computer software for the preparation of mark statements etc.

End Semester Examinations (ESE) are conducted through the semester pattern (Odd & Even Semesters). Each semester in the internal components, faculty members have provision to provide marks to those who won in co-curricular and extra-curricular activities.

After the end-semester examinations, **supplementary exams are conducted to facilitate students who have one arrear to go for higher studies or jobs.** Semester Mark statements and consolidated mark statements are issued with photo identity. Students are given the provision of revaluation of the answer scripts. The students are allowed to get the photocopy of the answer script. **Students who represent** the college for sports, **NCC, NSS and other academic related activities** will be given the **privilege to write retest** and for submission of assignment for writing exams, rescheduled dates will be given.

Features available in the Examination Management System "Smart COE".

- **Automatic nominal roll** number generation.
- Internal Exam time table entry
- Feature for Language paper CBCS
- Conduction of Internal exam including automatic seating arrangements
- Examination Application Form generation
- End Semester Examination Time Table
- Hall ticket generation
- Conduction of practical examination
- Conduction of theory examination including automatic seating arrangements
- Generation of mock number
- Practical examination mark entry with double entry feature
- End semester examination mark entry through dummy number with double entry feature
- Generation of Passing Board copy
- Moderation entry
- **Result generation**
- Conduction of Supplementary Examination
- Semester Mark sheet generation with student photo printing in mark sheet
- Consolidated Mark Sheet generation with student photo printing in mark sheet
- University copy generation for Provisional certificate
- Provision for the conduct of double valuation
- **Automate the process of appointment and claim preparation for external examiners** appointed for question paper setting, practical examination and paper valuation.
- To generate fly sheet for theory examination to replace the manual dummy number posting in the answer script, with support of barcode reader.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

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.

Response:

The **Programme Outcomes (PO's), Programme Specific Outcomes (PSO's), and Course Outcomes (Co's)** are prepared after several meetings at various administrative levels based on the Revised Blooms Taxonomy. With the guidelines of the Principal and the Deans, PO's and the templates for PSO's and CO's are prepared. The Departments prepare PSO's and CO's and send for expert opinion and it is passed in the Board of Studies.

Curriculum & Syllabus:

Board of Studies' Chairperson has to submit the Curriculum and the Syllabus as per **OBE Manual** format approved by the IQAC of the Institution. The curriculum and the syllabus are mapped with the Vision & Mission of the Institution & Department. The PEOs of the Programme and the PO & PSO of the programme should be mapped with the Mission and Vision of the Department. For each course, outcome is defined and mapped with the PO and PSO of the Programme and relevance is mentioned as Strong, Medium & low as per the Revised Blooms taxonomy.

The Course in-charge will explain the CO's and PO's to the students and the copies are also made available to the students in the Rathinam Learning Hub and college website. The course faculty will prepare lesson plans as per the essential outcomes. Faculty members will match the CO's with PO's and PSO's. Question bank will be prepared by the course faculty as per the course / learning outcomes.

Outcome Based Education (OBE) is **a student-centric learning model** which helps the faculty to deliver the course content. OBE improves the employability of the students and helps them to enrich necessary skills and enhances self-confidence.

Programme Educational Objectives:

Programme Educational Objectives (PEO) is the long-term goals reflecting the Vision and the Mission of the Institution to fulfill the achievements of graduates.

Programme Outcomes:

Programme Outcomes (PO) define the expected competences that a student should have by the time of graduation.

Course Outcomes:

Course Outcomes (CO) are specific outcomes of each course that can be attained by students on successful completion of each course. Course Outcomes are framed by the individual course faculty based on the course content. Each course should have five COs related to the course.

Display of PEOs, POs, PSOs & CO:

PEO's, PO's, Program Specific Outcomes (PSO) drafted by individual department and course outcomes for all courses offered by the Institution are **stated and displayed on the Institutional Website.** In the beginning of the semester, departments will share the circular about PEO, PO, CO & OBE and same will be displayed in the college website also. Lesson plan will be created for each course along with course outcome from the beginning of the semester. An awareness program on Outcome Based Education (OBE) is organised for the faculty and students.

File Description	Document
Upload COs for all courses (exemplars from Glossary)	[View Document](#)
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

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

Response:

The institution has adopted both direct and indirect attainment methods for evaluating the attainment of Programme outcomes and Course Outcomes.

Direct Measures:

In **direct attainment level**, the following methods are considered for evaluation.

- Two Internal tests and one model examination
- Activities consisting of assignments / tutorials/laboratory experiments/quiz/any other activity related to the attainment of COs would be conducted
- Internship/Project Work/Mini Projects
- Participation of students in Extracurricular activities/NSS/NCC
- Final Semester Examination

The **Curriculum is designed** based on the **OBE pattern** where the Programme outcomes, Course outcome and Programme Educational Objectives are clearly defined. Course outcomes for each course are framed and each course outcome is mapped with programme outcomes to yield the PO-CO articulation matrix. The attainment levels of the course outcomes are measured by the concerned course handling faculty member through various assessment methods. The **question papers** for the internal assessment test are set with the intention of testing the **attainment level by the students**. Each question is mapped with specific course outcomes and attainment levels are measured accordingly based on the marks scored. Few course

outcomes where the higher order thinking skill set of the students need to be measured are done through activities like case studies, mini projects, seminars, quiz and group activities. Those activities are also mapped with the respective course outcome to yield a better attainment level. Apart from this the **course outcomes are also evaluated** in the **end semester theory and practical examinations.**

The total attainment level of a student through the direct attainment method is a combination of 20 % of internal assessment and 80% of external assessment. The total attainment level of a student is categorized into three sub levels based on the marks scored.

The Programme Outcomes can be attained through the attainment of Course Outcomes of the courses pertaining to that programme. Based on the PO-CO mapping table, the appropriate programme outcomes are measured based on the attainment level of the course outcomes.

Indirect Method

The institution has also initiated indirect assessment strategies are implemented by including the following surveys.

- **Student Satisfactory Survey:** The survey taken from the students on the teaching learning process where the survey questions helps in assessing the attainment levels.
- **Student Exit Survey:** This survey is done for the final year students at the completion of degree programme stands as the comprehensive feedback for the PO/PSO assessment
- **Placement rate Survey:** This survey helps in evaluating the attainment level by measuring the number of placed students
- **Employer Survey:** Survey taken from the employers to assess the skillset acquired by the placed students which helps to measure the attainment levels.
- **Alumni Survey:** This survey is conducted with the alumni students annually to obtain the inputs and suggestions on PO attainment in the real time societal environment

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6.3 Pass Percentage of students(Data for the latest completed academic year)

Response: 94.73

2.6.3.1 **Total number of final year students who passed the examination conducted by Institution.**

Response: 989

2.6.3.2 **Total number of final year students who appeared for the examination conducted by the Institution.**

Response: 1044

File Description	Document
Upload List of Programmes and number of students passed and appeared in the final year examination(Data Template)	
Any additional information	
Link for additional information	
Link for the annual report	

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.85

File Description	Document
Upload database of all currently enrolled students	
Upload any additional information	
Link for any additional information	

16-12-2021 09:18:46

Criterion 3 - Research, Innovations and Extension

3.1 Promotion of Research and Facilities

3.1.1 The institution Research facilities are frequently updated and there is well defined policy for promotion of research which is uploaded on the institutional website and implemented

Response:

The college has a well-defined **research policy to promote the research culture** and update of the facilities in the institution. The research policy is made available in the college website for staff, students and research scholars.

Research Advisory Committee (RAC)

A **Research Advisory Committee** is constituted by the Principal with the following members Dean, Research and Development, Dean, School of Science, Dean Commerce and few senior faculty as members, monitor and promote the research facilities of the college. The objective of the committee is to provide adequate facility to researchers thereby promoting research culture in the campus. To ensure the quality of the research in the institution, the RAC evaluates the funding/research proposals and recommends the qualified proposals for the submission. Every year, the committee in consultation with IQAC prepares a strategic plan to enhance the quality of the research by organizing events such as FDP, SDP and workshops are organized with reference to research. The committee also recommends the revision of research policy every year to promote consultancy and other research related activities and seed grants.

To fulfil the vision and Mission of the Institution, the college has established the Research Advisory committee - a separate entity under the direction of the Principal, Dean, Research & Development and senior faculty members to promote the research ambience, create and sustain a research culture, motivate staff and students to engage in research activities. The aim is to **inspire, guide and coordinate the initiatives** of the staff and students towards doctoral research in the sciences and the humanities, towards major and minor research projects, towards organizing of national and international conferences, towards presentation of research papers and their publication in renowned journals, and research facilities are updated as and when the departments requirements are recommended by the committee. The Research Advisory Committee encompasses in its ambit all research activities and personnel under the Rathinam College of Arts and Science staff, students and research scholars.

Common Instrumentation Centre (CIC)

To encourage and develop advanced and **interdisciplinary research state of art** common instrumentation centre is established by the college. The **CIC** has latest instruments and equipment's to **carryout research**. The Research Advisory Committee frequently updates the facilities on request as well as on its own recommendations. This helps the faculty to contribute by applying financial assistance to **funding agencies and research publications**. The expert faculty and scholars are also used as experts for carrying out **consultancy work**.

Seed Money to faculty

The college provides seed money to teachers who are willing to take projects in basic research. Every year,

the college offers a substantial amount to the teachers in the name of **seed grant to carry out the projects**. In addition to that, teachers are paid registration fee for national and International workshops, seminars and conferences. To encourage the faculty, the college **bears the publication charges** of the faculty. This has made the faculty to publish their research findings in the reputed journals like UGC Listed, Scopus Indexed and Web of Science Journals.

File Description	Document
Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View Document
Any additional information	View Document
URL of Policy document on promotion of research uploaded on website	View Document

3.1.2 The institution provides seed money to its teachers for research (average per year, INR in Lakhs)

Response: 4.94

3.1.2.1 **The amount of seed money provided by institution to its faculty year-wise during the last five years (INR in lakhs).**

2019-20	2018-19	2017-18	2016-17	2015-16
6.41	7.19252	5.22	2.165	3.72

File Description	Document
Minutes of the relevant bodies of the Institution	View Document
List of teachers receiving grant and details of grant received	View Document
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View Document
Any additional information	View Document

3.1.3 Percentage of teachers awarded national / international fellowship for advanced studies/research during the last five years

Response: 3.91

3.1.3.1 The number of teachers awarded national / international fellowship for advanced studies / research year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
15	6	2	2	5

File Description	Document
List of teachers and their international fellowship details	View Document
e-copies of the award letters of the teachers	View Document

3.2 Resource Mobilization for Research

3.2.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

Response: 35.78

3.2.1.1 **Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
13.5	1.175	1.15	1.4	18.55

File Description	Document
List of project and grant details	View Document
e-copies of the grant award letters for research projects sponsored by government and non-government	View Document
Any additional information	View Document

3.2.2 Percentage of teachers having research projects during the last five years

Response: 1.82

3.2.2.1 **Number of teachers having research projects during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
2	3	1	2	6

File Description	Document
Names of teachers having research projects	[View Document](#)
Link for additional information	[View Document](#)

3.2.3 Percentage of teachers recognised as research guides

Response: 11.59

3.2.3.1 **Number of teachers recognized as research guides**

Response: 24

File Description	Document
Upload copies of the letter of the university recognizing faculty as research guides	[View Document](#)
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

3.2.4 Average percentage of departments having Research projects funded by government and non-government agencies during the last five years

Response: 23.33

3.2.4.1 **Number of departments having Research projects funded by government and non-government agencies during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
2	3	1	1	4

3.2.4.2 **Number of departments offering academic programes**

2019-20	2018-19	2017-18	2016-17	2015-16
10	10	9	9	9

File Description	Document
Supporting document from Funding Agency	[View Document](#)
List of research projects and funding details	[View Document](#)
Any additional information	[View Document](#)
Paste link to funding agency website	[View Document](#)

3.3 Innovation Ecosystem

3.3.1 Institution has created an eco system for innovations, creation and transfer of knowledge supported by dedicated centers for research, entrepreneurship, community orientation, Incubation etc.

Response:

Rathinam Start-up School

The team identifies **interested and skilled students** of the institution those who want to **become an entrepreneur** and give a mentorship through **Rathinam Startup School** along with **AIC RAISE incubation centre**.

Institution Innovation Council

Institution is continuously contributing to the **Institutions Innovation Council from MHRD**, Institution had secured **Four Star in the academic year 2018-2019** & **Five Star status in the academic year 2019-2020** and also achieved **National Level Hackathon winner** of software edition. Entrepreneurship Club was initiated in the Management department to encourage the students while pursuing their education. In the academic year 2020-2021, **MBA in Innovation, Entrepreneurship and Venture Development (IEV)** programme was introduced.

Intellectual Property Right Cell (IPR) Cell

- To create awareness about **IPR for faculty and students** to conduct the workshops, seminar and training course on IPR.
- To disseminate knowledge on **patent registration process** in India and foreign countries.
- To encourage the faculty and students work towards patent.

Innovation Ambassador

Institution is creating an innovation culture through **Innovation ambassador**. Our Institution, for each department have one innovation ambassador, he/she is creating awareness about innovation and **organizes the innovation contest like Ideathon, finders camp etc.**

ATAL INCUBATION CENTRE (AIC RAISE)

AIC Raise is the perfect business incubator platform to launch good ideas which was started inside the college premises established by the Government of India. Our faculty are serving as mentor for innovation to promote **student driven innovations & start-ups and to engage the students and faculty in innovation and start up activities in campus**. The policy aims to build, streamline and strengthen the innovation and entrepreneurial ecosystem in campus and will be instrumental in leveraging the potential of science, **student's creative problem solving** and **entrepreneurial mind-set**, and promoting a strong intra and inter-institutional partnerships with ecosystem enablers and different stakeholders at regional, national and international level.

File Description	Document
Upload any additional information	[View Document]
Paste link for additional information	[View Document]

3.3.2 Number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR),entrepreneurship, skill development during the last five years.

Response: 150

3.3.2.1 **Total number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR),entrepreneurship, skill development year-wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
45	38	30	24	13

File Description	Document
Report of the event	[View Document]
List of workshops/seminars during last 5 years	[View Document]
Any additional information	[View Document]

3.4 Research Publications and Awards

3.4.1 The Institution ensures implementation of its stated Code of Ethics for research through the following: 1. Inclusion of research ethics in the research methodology course work 2. Presence of Ethics committee 3. Plagiarism check through software 4. Research Advisory Committee

Response: B. 3 of the above

File Description	Document
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

3.4.2 Number of Ph.D's registered per teacher (as per the data given w.r.t recognized Ph.D guides/ supervisors provided at 3.2.3 metric) during the last five years

Response: 1.75

3.4.2.1 How many Ph.Ds are registered within last 5 years

Response: 42

3.4.2.2 Number of teachers recognized as guides during the last five years

Response: 24

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	[View Document](#)
URL to the research page on HEI web site	[View Document](#)

3.4.3 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 1.34

3.4.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
67	71	42	9	17

File Description	Document
List of research papers by title, author, department, name and year of publication	[View Document](#)
Any additional information	[View Document](#)

3.4.4 Number of books and chapters in edited volumes / books published per teacher during the last five years

Response: 3.19

3.4.4.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
129	125	75	37	124

File Description	Document
List books and chapters in edited volumes / books published	[View Document](#)
Any additional information	[View Document](#)

3.4.5 Bibliometrics of the publications during the last five years based on average citation index in Scopus/ Web of Science or PubMed

Response: 2.57

File Description	Document
Bibliometrics of the publications during the last five years	[View Document](#)
Any additional information	[View Document](#)

3.4.6 Bibliometrics of the publications during the last five years based on Scopus/ Web of Science - h-index of the Institution

Response: 2

File Description	Document
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	[View Document](#)
Any additional information	[View Document](#)

3.5 Consultancy

3.5.1 Revenue generated from consultancy and corporate training during the last five years (INR in Lakhs).

Response: 117.46

3.5.1.1 **Total amount generated from consultancy and corporate training year-wise during the last five years (INR in lakhs).**

2019-20	2018-19	2017-18	2016-17	2015-16
25.84988	23.72316	33.15452	19.92981	14.80046

File Description	Document
List of consultants and revenue generated by them	[View Document](#)
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	[View Document](#)
Any additional information	[View Document](#)

3.5.2 Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the last five years (INR in Lakhs).

Response: 9.35

3.5.2.1 **Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the last five years (INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
2.5	2.25	1.75	1.6	01.25

File Description	Document
List of training programmes, teachers and staff trained for undertaking consultancy	[View Document](#)
List of facilities and staff available for undertaking consultancy	[View Document](#)
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	[View Document](#)

3.6 Extension Activities

3.6.1 Extension activities are carried out in the neighbourhood community, sensitising students to

social issues, for their holistic development, and impact thereof during the last five years

Response:

NSS Units

The Institution strongly believes that **serving the people is serving the society**. Thus, the Institution has **adopted five villages** in the neighbourhood community. The Institution has **3 NSS units** lead by enthusiastic and energetic programme officers, who are instrumental in organizing extension activities in the adopted villages. To create awareness on the social issues, the Institution has made it mandatory to all the undergraduate students to enroll in any one of the club / committee. Thus, providing an opportunity for them to learn the social issues and solving them as a team. A **seven-day camp is organized by NSS units every academic yea**r, where the NSS volunteers have to **stay in the adopted village** and **serve the community.** This real time learning experience helps the volunteers to understand the social issues and how to solve them scientifically as a team.

The NSS units **prepare an yearly planner to undertake extension activities** in the neighbouring community. The **extension activities organized** by the NSS units like Hazards of Plastics, Women Empowerment, Child Labour, Helmet Awareness Rally, Blood Donation, Free Medical Check-up, Tree Plantation, fundamental rights, conservation of nature and organ donation serve as **an eye opener to the society as well as to the students**. In addition to the above, under Unnat Bharat Abhiyan (UBA) Program (a flagship program of MHRD, Govt of India), NSS had received a fund of Rs.50000/- to conduct survey in the adopted villages and to conduct awareness session to the people.

The Clubs and Cells

The Institution has established **17 clubs / committees** with a well framed objective to encourage the students to participate in the extension activities. These Clubs / Cells / Committees headed by a team of faculty with students as members, prepares an action plan in the beginning of every year to carry out the extension activities. The clubs and cells organize programs on fundamental rights, importance of health and hygiene, importance of biodiversity conservation, consumer rights, and awareness on women empowerment, entrepreneurship development, and Road Safety. The clubs / cells play an **important role in providing an opportunity to the faculty members** and students to serve the society and **learn the leadership and organizing skill**s.

Community Radio

A community radio in the name of "**Rathinavani – 90.8**" under the department of Visual Communication is established in the year 2013 in the college campus. The Rathinavani has a communication radius of 13 kms, broadcasting programs for the welfare of neighbouring society. The Rathinavani serves as a hub for organizing programs like Health and Hygiene, women Empowerment, awareness on human rights, consumer rights, and importance of child education, social issues and personal issues. The UNESCO has recognized Rathinavani as one of the "**Best Community Radio**" for its outstanding community service and also **partnered with UNICEF outreach activities like eradication of child marriage, awareness on girl child education, Poshan Abhiyaan and awareness on COVID -19 & vaccination**.

File Description	Document
Upload Any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

3.6.2 Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government recognised bodies during last five years

Response: 22

3.6.2.1 **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
9	1	4	6	2

File Description	Document
Number of awards for extension activities in last 5 year	[View Document](#)
e-copy of the award letters	[View Document](#)

3.6.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 110

3.6.3.1 **Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
19	23	17	23	28

File Description	Document
Reports of the event organized	[View Document](#)
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	[View Document](#)
Any additional information	[View Document](#)

3.6.4 Average percentage of students participating in extension activities listed at 3.6.3 above during the last five years

Response: 46.46

3.6.4.1 **Total number of students participating in extension activities listed at 3.6.3 above year-wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
1086	1542	1083	1581	997

File Description	Document
Reports of the event	[View Document](#)
Average percentage of students participating in extension activities with Govt or NGO etc	[View Document](#)
Any additional information	[View Document](#)

3.7 Collaboration

3.7.1 Number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work

Response: 2

3.7.1.1 **Total number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work**

2019-20	2018-19	2017-18	2016-17	2015-16
6	1	1	1	1

File Description	Document
Number of Collaborative activities for research, faculty etc	
Copies of collaboration	
Any additional information	

3.7.2 Number of functional MoUs with institutions of national, international importance, other institutions, industries, corporate houses etc. during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 46

3.7.2.1 **Number of functional MoUs with institutions of national, international importance, other Institutions, industries, corporate houses etc. year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
17	11	7	7	4

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	
Details of functional MoUs with institutions of national, international importance, other Institutions etc during the last five years	
Any additional information	

16-12-2021 09:19:00

Criterion 4 - 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.

Response:

The institution ensures that it **constantly updates the physical infrastructure**. It also has an established system to monitor the utilization of available supporting physical facilities. The college also has a separate wing for the Office of Controller of Examinations, IQAC office, Stationery Store and Department of Physical Education.

Classrooms

The college has four **wi-fi enabled** academic blocks with **86 Classrooms** which are well maintained, ventilated, well-furnished and spacious and also equipped with **LCD Digital Projectors**, audio systems which helps for the better development of **application-oriented skills** and better knowledge transmission through teaching learning process.

Laboratories

The institution provides Psychology lab with **counseling Centre, Communication Lab, Biotechnology Lab, Multimedia Lab, Studio, Production Centre, and ten Computer labs** with five hundred and forty Six computers which help the students to improve the competency of the students.

Library

The college provides an library which occupies the prime place in the heart of the college which accommodates more than hundred students and the library is easily accessible to the student community, faculties and researchers. The library is partially equipped with computer systems with high-speed internet facility and contains more than ten thousand books and more than fifty journals. The library also provides technical facilities such as **ERP software and DELNET digital library** to cater for diverse learning requirements of students. **Pest control** has been done in library regularly to maintain the books safely from termites and crickets. The library also has **adequate seize fire for any fire emergencies**.

Seminar Hall and Auditorium

An **air-conditioned seminar hall** and auditorium which is available with a seating capacity of **more than 200 & 400** each, people which are well equipped with audio-visual facilities, electronic facilities and sound system, used for various Seminars, Symposium, Conferences, Guest Lectures, Club Activities, Orientation & Refresher Programs, Department Events, Inter/Intra collegiate competitions, Graduation Day, Freshers Day and more.

Sports and Gym

The College accommodates a fine quality cricket ground with special training nets. It must be noted that

only a very few colleges are equipped with training nets. A separate and exclusive playfield is given to BasketBall court. This outdoor basketball court is built in an high tech way following the norms**.** There is a **fully equipped modern Gym facility** to keep everyone fit. We believe physical fitness amplifies mental fitness. A sound mind in a sound body leads to success.

Hostel

The boarding facility of Rathinam is more like a home. **Multiple hostels** with wash centres and **24×7 vigilant security service** assure for a safe and secured happy stay. The campus has massive security measures including **CCTV cameras, hostels are under complete surveillance, automatic boom barriers** at main gate and dedicated team of professional security officers deputed in all the vicinity of the campus locations.

File Description	Document
Upload Any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response:

Cultural Activities

The Institution has a spacious and fully air ventilated auditorium with the **seating capacity of 1000**. An open-air auditorium is available to conduct events like Inter – college and Inter departmental events for celebrating the annual success in academics, sports and extracurricular events.

Cultural events are organized for the enhancement of student's creativity and productivity. The Institution is regularly conducting cultural events through **cultural club and media club**. The institution is encouraging students to participate in all the **cultural activities in intercollegiate and intra-collegiate events**.

Sports and Games

The Institution has provided many facilities for sports, games for both indoor and outdoor. The institution has conducted numerous activities for both students and staff members. The institution is providing **scholarship for sports students every year with free education, accommodation and food**. The institution provides TA & DA with on duty to attend the sports events. For each sport, we have recruited coach to train the students regularly. The Institution has multifaceted space within the college premises. The college ground includes a wide space of 2 acres for athletics both track and field events and games like Kabbadi, Cricket, Basketball, Football, Volleyball, Throw ball and Ball Badminton. The indoor sports have fully equipped sports equipment for the games like Swimming pool, Table tennis, Carrom and Chess.

Infrastructure of the physical education department includes,

- An athletic track for 400 meters.
- A cricket ground which holds TNCA and CDCA affiliation.
- A separate ground for kabbadi, Kho-Kho, Volley ball and Basketball.
- A Swimming Pool

Gymnasium

Gymnasium is another central facility which is functioning in the college premises in three different places. The college gymnasium is fully equipped with essential fitness equipments like **Training bench, Dumbbell Set, Treadmill, Stationary Bicycle, Barbell Set, Rowing Machine, Low-impact Treadmills**.

Yoga

Tranquil state of mind gives a great impact in Studies, Sports and other co-curricular and extracurricular activities. The institution brings an undisturbed arena for **meditation and yoga and yoga course** were added in the curriculum as common. Every year **International Yoga day** is celebrated in a grand and unique way in order to enrich the yoga culture inside the college premises. Both staff and students are utilizing the Yoga and meditation camps and also conducted exclusive classes for yoga by various academies' yoga specialisation masters to create positive vibes to the students and the staff.

Fine Arts Club

　　Fine arts club is an **extraordinarily dynamic club** of the college. Fine arts club of the institution is organising the annual fest of the college in an immortal, heart touching way to make everything memorable and evergreen in one's life. It organises the events like "**Rathinam Fest - Enthusia**". A separate hall with multifaceted facilities is allotted for the students to practise. Students from all departments get gel with each other and prove unity as RCAS students while practising and participate in cultural activities of all levels. It creates bondage among students irrespective of different departments. **Student's creativity is given more importance** in the fine arts club.

File Description	Document
Upload any additional information	[View Document](#)
Geotagged pictures	[View Document](#)
Paste link for additional information	[View Document](#)

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)*

Response: 84.88

4.1.3.1 **Number of classrooms and seminar halls with ICT facilities**

Response: 73

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Paste link for additional information	[View Document](#)

4.1.4 Average percentage of expenditure for infrastructure augmentation excluding salary during the last five years (INR in Lakhs)

Response: 47.48

4.1.4.1 **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
408.61	395.32	415.87	383.09	0272.60

File Description	Document
Upload Details of Expenditure , excluding salary during the last five years	[View Document](#)
Upload audited utilization statements	[View Document](#)
Upload any additional information	[View Document](#)
Link for any additional information	[View Document](#)

4.2 Library as a Learning Resource

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

Response:

Rathinam College of Arts and Science has an automated library facility. It is situated in a building not limiting itself to just academic knowledge but spreads its wings across to learn the current affairs and updates. The Central Library of Rathinam College contains more than 15,000 books, 50 Journals, 20 computer systems with high speed internet facility and open access to all journals. The library has adequate number of books, e-books, Research Journals, E-Journals, Magazines, E-Magazines, Research Manuscripts, Newspapers. The **college has e-resources like DELNET, INFLIBNET, NLIST, NDLI, ShodhSindhu, and Shodh Ganga**.

Library Management System(ILMS)

The Library provides access to all the students, faculty members and researchers for 24 hours. **OPAC (Online Public Access Catalogue)** helps students and staff to view the availability of books and other library resources. The software CAMU has been updated with a newer version during the academic year 2018-2019 and in the same year E-Gate entry facility is introduced for monitoring library user attendance. Details of issue of books to students, staff, and research scholars are recorded. A weekly, a monthly and an annual report can be generated, based on the information requested by the user, for book purchase, stock verification, usage report of students/staff and scholars shall be generated from the ILMS.

e-Library & e-resources

The college has subscribed to the **digital library called "KNIMBUS"**. In KNIMBUS more than 98,666 open e-books, 41,150 open e-journals, 2,465 Pubmed, 1006 Springer, 577 SCI, 3,45,428 videos are available. The digital library shall be accessed through desktop as well as Mobile. **M-Library app** is an android app to access the E-resources by the students. The College library provides E-resources like **DelNet, N-List, Inflibnet** for the benefit of the students. Free Wi-Fi access is available in the library.

Department Library:

Department libraries are also available in the following Departments: Mathematics, Physics, English, Commerce, and Computer Science to enhance the reading skills of the students.

Catalogue

In the Library, each book is assigned with an accession number with barcode. The **catalogue of books consists of title, author, publication etc**. The details of membership are entered for both staff and students with their college ID number. Important news clippings are archived for future reference. The Library plays an important role in supporting the teaching and research activities of the College to enhance their learning. Separate areas have been provided for reading newspapers and magazines for the students and staff members.

File Description	Document
Upload any additional information	[View Document](#)
Paste Link for additional information	[View Document](#)

4.2.2 Institution has access to the following: 1. e-journals 2. e-ShodhSindhu 3. Shodhganga Membership 4. e-books 5. Databases 6. Remote access to e-resources

Response: A. Any 4 or more of the above

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Details of subscriptions like e-journals, e-books , e-ShodhSindhu, Shodhganga Membership etc	[View Document](#)

4.2.3 Average annual expenditure for purchase of books/ e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 22.69

4.2.3.1 **Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
31.456	27.431	23.5601	12.538	18.455

File Description	Document
Details of annual expenditure for purchase of and subscription to journals/e-journals during the last five years	[View Document](#)
Audited statements of accounts	[View Document](#)
Any additional information	[View Document](#)

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the last completed academic year

Response: 19.45

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

Response: 816

File Description	Document
Details of library usage by teachers and students	[View Document](#)
Any additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1 *Institution has an IT policy covering wi-fi, cyber security, etc., and allocated budget for updating its IT facilities*

Response:

IT INFRASTRUCTURE

 Computer Labs

The Institution provides well equipped computers with good environment. **There are 546 computers in the laboratory. The computers are highly equipped with updated software and application**. The systems are user-friendly and helpful to the students in academics. The students and faculty members are finding it very much helpful in guiding and working with subject oriented tasks given. The speed of the internet inside the campus is 150 Mbps. Computer labs, language labs, networking centres, various software, and tools are available for facilitating the teaching and learning process.

Computing Equipment

Computers are also provided in staff rooms and departmental libraries. The college has provided **LCD projectors, smart boards, centralized printers with scanning, and photo copies** to each department for effective ICT enabled teaching-learning. All the departments and computer labs are connected with **150 Mbps bandwidth**.

Wi-Fi Facility

The campus has free Wi-Fi Facility. All the faculty members and students in the institution have been benefitted by this access of free Wi-Fi. This helps for the growth of professional updating of information in academics-oriented works and activities. The modern scenario of digital world is always connected and enriches by helpful resources of free facilities provided.

Online Teaching

The Institution provides the online medium of education to the students for their betterment of future. In this mode of teaching, the students have been enhanced with upgraded **RLH (Rathinam Learning HUB), CAMU, ERP software**. The students enhance and enrich in Digital Platform of Learning. The skills and knowledge of the students moved towards the advancement in education. This software provides the students as a guide and tool of learning atmosphere. This gives the key of learning and implementing the knowledge in wider range of opportunities provided. With the help of the software, students are able to write the online mode of examination for their concerned subjects. All the classrooms and seminar hall are equipped with IC (Information and Communication facility). **UKRUND & DrillBit Plagiarism software is used for detecting plagiarism**. The institution also has the public announcement system for the welfare of the students.

The Library provides the facilities of automated library system for the student's enrichment of knowledge. The students get benefitted with the access of these automated facilities to gain more information and knowledge. The resources of various material rather than the hard copies, wide range of research papers, books, and so on are provided with this access of online services provided.

Surveillance cell/ Information cell / Help Desk

There is a **24/7 CCTV surveillance security available in the institution**. Through this security system, the faculty members and students have been saved and secured from unwanted grievances. The students inside the premises are keenly observed for their betterment of behaviour and discipline. This cell is very informative to store footage regarding security details. This is also performed as the information cell. These cells are monitored in the library in control room.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 7.31

File Description	Document
Upload any additional information	View Document
Student - computer ratio	View Document

4.3.3 Bandwidth of internet connection in the Institution.

Response: ?50 MBPS

File Description	Document
Upload any additional information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

4.3.4 Institution has the following Facilities for e-content development

1. **Media centre**
2. **Audio visual centre**
3. **Lecture Capturing System(LCS)**
4. **Mixing equipments and softwares for editing**

Response: A. All of the above

File Description	Document
Upload Additional information	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Link for Additional information	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component during the last five years

Response: 43.54

4.4.1.1 **Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
558.36	487.7345	314.04	233.134	232.203

File Description	Document
Upload any additional information	[View Document](#)
Details about assigned budget and expenditure on physical facilities and academic facilities	[View Document](#)
Audited statements of accounts	[View Document](#)

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.

Response:

Established system and procedure for maintaining and implementing physical, academic, and support facilities- laboratory, library, sports complex, computers, and classrooms.

Habitual Systems and Procedures

The Principal discusses with the Planning Committee and presents a report regarding physical, academic, and support facilities. The HODs, faculty, non-teaching staff and other service personnel are given responsibility to follow up the facilities. **An annual audit and stock checking of the physical, academic, and support facilities is undergone for assessment and evaluation.**

Library

Library provides access for all the students, faculty and researchers. **The Library provides the new version software like CAMU-ERP, DELNET, NList, KNIMBUS, NDL** for the welfare of the foreign students and Indian students. The library categorised for each department separately. Self-check in and self- checkout register is maintained and e-gate entry also available. The library atmosphere has OPAC facility to access and refer the availability of books. Display the New books, journals, magazines, M.Phil and Ph.D dissertation /thesis are displayed in a separate location. **URKUND and DrillBit Plagiarism software** are used by faculty members and research scholars.

Computer Labs

IT team looks after the maintenance and service of the computers in the entire zone. **Around 546 computers, allocated in 10 laboratories** for the convenience of staff and students in each block in the campus. The entire campus utilizes the new version of technology for the learning material sourced in Rathinam Learning Hub (RLH) for teaching and learning process and for other academic communication CAMU –ERP software is maintained. The computer lab facilitated with 150 MBS speed of Wi-Fi. Students are strictly instructed to follow the lab procedures while utilizing to avoid technical failures.

Science Labs

Separate labs for Biotechnology and Microbiology departments are functioning with the required equipment's which are related to the syllabus. The equipment's are maintained and serviced by the purchasers under annual maintenance. Minor problems are rectified immediately through the Lab Instructors. Psychology department maintains a separate **Psychology lab** with a comfortable Counselling Center.

Fine Arts

In Costume Designing and Fashion (CDF) department, three different sectors of labs for **Sewing, Drafting, and Wet Processing** are there. In Visual Communication Department, a Unique **Multi- media lab along with Studio lab, Production centre to shoot short films, AD films, etc.** are available.

Sports

The court yard of the play fields is being cleaned and maintained and the boundaries are marked before the academic year starts. The Physical Education Department maintains the stock register for all the equipment's. The Institution has abundant space for the sports and games (indoor and outdoor), gymnasium, Yoga centre etc. Gymnasium is another central facility within the college campus with well-equipped facilities.

Classrooms

Department of civil takes care of the building maintenance and renovation work in and around the campus. We have ICT class rooms which are furnished with LED lights, fans, and multiple electrical points. Academic blocks are installed with purified RO water and lightening arresters are provided proper backup, Solar power and Genset.

Institution Policy on Maintenance of the Physical Facilities

The college has established system for maintenance and utilization of **computers, classrooms, playground, sports gym, laboratories equipment's and physical facilities**. The procedure and policy for the maintenance of various infrastructural facilities are presented in this document. The physical and academic facilities are utilized with a policy to optimize the use of resources based on needs of education, research and administration. The coordination between facility allocation and utilization ensures the optimal usage of resources like l**aboratories, playground, sports, gym, library, and classrooms** inside the campus. For this, Infrastructure and Maintenance Committee of the college plays an important role. The committee reviews the requirements of infrastructure and the same will be presented to the College Management and the same will be processed.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 8.75

5.1.1.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2019-20	2018-19	2017-18	2016-17	2015-16
274	316	285	204	159

File Description	Document
upload self attested letter with the list of students sanctioned scholarships	[View Document](#)
Upload any additional information	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution and non-government agencies during the last five years

Response: 46.73

5.1.2.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2019-20	2018-19	2017-18	2016-17	2015-16
1863	1635	1256	1012	945

File Description	Document
Upload any additional information	[View Document](#)
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	[View Document](#)
Institutional data in prescribed format	[View Document](#)

5.1.3 Following Capacity development and skills enhancement activities are organised for improving students capability 1. Soft skills 2. Language and communication skills 3. Life skills (Yoga, physical fitness, health and hygiene) 4. Awareness of trends in technology

Response: A. All of the above

File Description	Document
Details of capability enhancement and development schemes	[View Document](#)
Any additional information	[View Document](#)
Link to Institutional website	[View Document](#)

5.1.4 Average percentage of students benefited by career counseling and guidance for competitive examinations offered by the Institution during the last five years.

Response: 26.56

5.1.4.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
1181	868	753	522	530

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)
Any additional information	[View Document](#)

5.1.5 The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases 1. Implementation of guidelines of statutory/regulatory bodies

2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: B. 3 of the above

File Description	Document
Upload any additional information	View Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 33.15

5.2.1.1 **Number of outgoing students placed year - wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
422	397	175	259	179

File Description	Document
Upload any additional information	View Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch).

Response: 20

5.2.2.1 **Number of outgoing student progressing to higher education.**

Response: 218

File Description	Document
Upload supporting data for student/alumni	[View Document](#)
Details of student progression to higher education	[View Document](#)
Any additional information	[View Document](#)

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 57.6

5.2.3.1 **Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, *etc.*)) year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
4	2	2	2	2

5.2.3.2 **Number of students appearing in state/ national/ international level examinations (eg: IIT/JAM/ NET / SLET/ GATE/ GMAT/CAT,GRE/ TOEFL/ Civil Services/ State government examinations) year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
67	13	3	2	2

File Description	Document
Upload supporting data for student/alumni	[View Document](#)
Number of students qualifying in state/ national/ international level examinations during the last five years	[View Document](#)

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 83

5.3.1.1 **Number of awards/medals won by students for outstanding performance in sports / cultural activities at inter-university / state / national / international events (award for a team event should be counted as one) year - wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
21	19	26	12	5

File Description	Document
Number of awards/medals for outstanding performance in sports/ cultural activities at inter-university / state / national / international level during the last five years	View Document
e-copies of award letters and certificates	View Document
Any additional information	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The Institution encourages **active student participation and involvement** in **all the academic and administrative bodies and committees.**

Students Council

The college has **instituted an effective Student council**, which provides a representative structure for the students to voice out their ideas and concerns. The **council members are elected** purely on the basis of **student's council election / rules / norms and proper guidelines** are laid down by the Institution for contesting in the elections. The Institution has formalized the student council with the following composition.

S.No.	Designation
1	President
2	Vice – President
3	Student Welfare Officer
4	Secretary

5	Joint Secretary
6	Treasurer
7	Sports Secretary
8	Cultural Secretary
9	One Representation from each class.

To promote the development of the college and the welfare of students, **Student council meets once in every month** to plan and execute the following activities:

- Represents the **views of the student body** to the college management.
- Supports the **educational development and progress** of students.
- Assists with **induction and/or mentoring for new first year students.**
- Assists college **sporting and cultural activities.**

Student's representation in Committees

- The students also make an **active representation in various committees and cells** of the Institution. The Institution advocates the students in organization and planning various activities of cells and committee to endorse the importance of decentralization. The views and suggestions of the students are given equal importance by the Institution. Each academic and administrative body of the Institution has a mandatory student participation and representation.
    - **Internal Quality Assurance Cell**
    - **Equal Opportunity Cell**
    - **Academic Advisory Committee**
    - **Board of Studies**
    - **Hostel Committee (Boys and Girls)**
    - **Department Associations**
    - **Entrepreneurship Development Cell**
    - **Women Empowerment Cell**
    - **Grievance Redressal Committee**
    - **Website Committee**
    - **Library Committee**
    - **Extracurricular Activities Committee**

Apart from this, each department has an association with various student representations.

Student contribution in academic bodies

- Students help in **improvising the teaching learning process of the Institution** by providing **feedback through class committee meeting and IQAC meetings.**
- Coordination in arranging **Industrial Visits** for the students
- Students are involved in inviting experts from industry for **seminars and workshops** organized at department level
- Students (passed out – Alumni) are involved in the **BOS and Academic Advisory Committee** to

give their views and suggestions for the **improvement of the Curriculum and the syllabus.**

- Students suggest many topics for **value added courses, special training programs, and workshops**.

Student contribution in Administrative Bodies

- Coordinating all the **cultural activities of the Institution** and making an effective representation in related clubs and committees.
- Coordinating in **organizing Sports & Games for the students.**
- Coordinating in **maintaining discipline during the conduct of events** and special celebrations like **Pongal, Diwali, Onam, Christmas, and New Year.**
- Coordinating in maintaining the **college campus clean and tidy.**
- **Coordinating and monitoring the college property** without any damages.

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

5.3.3 Average number of sports and cultural events / competitions organised by the institution per year

Response: 24.4

5.3.3.1 **Number of sports and cultural events / competitions organised by the institution year - wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
27	34	21	28	12

File Description	Document
Upload any additional information	[View Document](#)
Report of the event	[View Document](#)
Number of sports and cultural events / competitions organised per year	[View Document](#)

5.4 Alumni Engagement

5.4.1 The Alumni Association / Chapters (registered and functional) contributes significantly to the development of the institution through financial and other support services.

Response:

Alumni association of the Institution is operating effectively and formally registered under the name **"RCAS Alumni Association". There are approximately 5430 members registered under our Alumni association.** The Alumni association of the college meets **once in a year** to discuss the Alumni's contribution to improvise how the association can extend their **cooperation and contribution for the growth and success of the present student community** and how to facilitate to face the present challenging scenario of job market successfully.

The college has also **setup various Alumni chapters** in the following locations.

- **Coimbatore**
- **Bangalore**
- **Chennai**
- **Bhutan**
- **Srilanka**

Alumni chapters meetings are conducted regularly once in a year **to strengthen the Institution Alumni network.**

Financial Contribution

The financial contribution of **Rs. 25,58,500 received** from the Alumni with the approval of the Alumni association is distributed to the **152 needy students as Alumni scholarship.**

Alumni Talk and Alumni as Resource Person

The Institution has a policy to engage the Alumni actively in organizing programs and placement activities. The **Alumni Talk is an innovative idea allowing the Alumni to interact with the students to share their experiences** and providing ideas on career guidance and placement. The prominent Alumni are invited as resource persons when organizing programs by the departments.

Non- Financial Contribution

- Our college Alumni plays a significant role in offering their expertise in curriculum framing by making an **active representation in advisory board.**
- They also make an effective participation in **Internal Quality Assurance Cell.** Their **views/feedbacks** are considered for improvising the overall quality of the Institution.
- Alumni plays many valuable roles, such as helping to build and grow an **Institution's brand through word-of-mouth marketing.**
- Colleges also rely on Alumni to provide **mentoring, internships, and career opportunities** to students.
- Alumni network has a **real-life benefit for the current students.** They play an active role in voluntary programs like mentoring students in their areas of expertise. Various **Alumni seminars and technical Talk's activities** are organized by the departments every semester.
- Alumni contributes their valuable time to offer career support to the current students. This enhances the students' experience and gives them that **competitive edge in today's tough job market.**

Many career guidance programmes were organized by the department where the Alumni sensitize the students on **preparing for interviews** and deciding their career trajectory.

- Alumni who have cleared **Competitive examinations (NET, SET, and TNPSC)** are invited to give motivational lectures to inspire and instill confidence among the students.
- **Alumni who are entrepreneurs** make an effective participation in **Entrepreneurship Cell** of the Institution and inculcate the entrepreneurial skills of the young budding entrepreneurs of the college. **Various seminars and guest lectures were arranged** and invited Alumni entrepreneurs to instill awareness.

Our Alumni renders the best driving force to the Institution. They are our **most loyal supporters and our best ambassadors**, offering invaluable marketing and promotion across their personal and professional networks

File Description	Document
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

5.4.2 Alumni financial contribution during the last five years (in INR).

Response: A. ? 15 Lakhs

File Description	Document
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

Response:

The Institution persistently **strives to excel both in academic and research areas.** The primary objective of the Institution is to make every student as a potential candidate with industrial exposure to meet out the global challenges. The governance of the Institution is the reflection of an effective leadership in tune with the Vision and Mission of the Institution.

Governance

The Institution sets a model through its governance and **administration** with the objective of **moulding the students as socially responsible citizens**. The Institution has a set of well-articulated guiding principles to accomplish the required outcomes among the students. The governing principles are effectively implemented at all levels of various **decision-making** bodies like **Managing Committee, Governing Body, Academic Council, Board of Studies, Finance Committee**, etc. that addresses the academic and non-academic issues. **Decentralization** in the administrative process and curricular designing process, promotes **collective participation of all stakeholders**. The Institution, thus, ensures transparency and accountability in all its activities to the satisfaction of all its stakeholders.

The Board of Management

The **Board of Management** meets twice in a year to discuss academic, administration, research, etc., for effective leadership in **guiding the Institution**.

The Governing Body

The **statutory decision-making body** headed by the Chairman meets twice in a year for discussion and **deciding the important aspects of the Institution. Two senior faculty members** of the Institution are nominated by the Principal to represent the Governing Body and take part in the **decision-making process.**

Academic Council

Academic Council governs the academic functioning of the Institution and approves the curriculum and syllabus, discussed in the Board of Studies of all the departments. All the **Heads of the department and the senior faculty** member nominated by the Principal will be the members of the Academic Council and they **contribute their suggestions** for the smooth functioning of the Institution towards **academic improvement**.

Finance Committee

The Finance Committee considers the **proposals of expenditure and recommends the Management for approval** when they are in line with the Institution's strategic plan.

IQAC

The Internal Quality Assurance Cell formulates the strategic plan for academic, research and extension activities of the Institution. It **guides and monitors meticulously**, the different qualitative initiatives of the institute **based on stakeholder feedback.** IQAC works persistently to **maintain quality parameters** in teaching, learning and evaluative processes.

Participation of the Teachers

As teachers are the pillars of an educational Institution, their commitment and **involvement in various academic and administrative bodies** decide the successful delivery of educational services. The nominated members are involved in organizing programs and other curricular and co-curricular activities. Apart from teaching, our teachers work in various capacities as Members, Conveners, Deans, or Coordinators in statutory and non-statutory committees, Mentors, **participate in extension activities and outreach programmes to contribute to the society.** By virtue of the role played by the teachers in decision making bodies **and through effective governance,** the College **produces** students who are **skilful, dynamic and ethical in rendering their duties to the society,** thus achieving the vision and mission of the College.

File Description	Document
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

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

Response:

The Institution has adopted **decentralization** in the process of academic and administration. The **management provides liberty and flexibility** to the Principal together with the academic council to lead all the academic activities of the institution. They frequently discuss and take required steps to implement the perspective plan of the institution. Institution focuses on quality improvement with the knowledge of IQAC and College Development Committee and other Statutory Committees. In the beginning of the academic year, Principal and IQAC coordinator conduct a meeting and discuss the complete process of the semester. The committee coordinators and in charges for the various committees are assigned and the responsibilities are defined for the smooth functioning of the institution.

The management always trust in **decentralization and participative management.** The main role of the department is to provide **excellence in all activities**. The Departments are performing the **roles and responsibilities** initiated with the vision and mission of the college. In the administration, non-teaching staff play vital role in managing the regular work.

The **leadership** at the Executive Level consists of CEO & Secretary, the Principal, Controller of Examinations and Heads of the Department. The Controller of Examinations always work towards setting and streamlining examination systems in place sensitizing and training staff to understand, adopt and become a part of smooth functioning system. The management strives towards setting goals and methods of evaluation so that there is a continuous in-built mechanism of feedback for reforms and strengthening of the system. The leadership of the institution involves in **preparation and implementation of policy statements** and action plans for fulfilment of its stated mission.

Practice – 1

The College management has given **autonomy** to the departments **in utilizing the budget allotted for the day-to-day expenses**. Each department has been **allotted Rs.2 Lakhs** maximum for the academic year towards their general & day-to-day expenses / Incidental expenses in the **name of Petty Cash.**

Head of the department will be responsible for the Petty Cash. He/she has to receive the amount allotted from the Accounts Section with the due approval of the Principal.

The **amount received** shall be **spent for the Stationary, Rewarding the students / faculty members**, replacement of battery in clock, replacement of Electronic, Servicing the lab (minor charges), Conduct of GL, refreshment etc.,

At the end of each month, the **department head has to submit the expenditure statement with bills** and unspent amount. Each month the process continues.

Practice -2

The **head of the department** shall **decide the internship / field visit / Study tour**. Faculty coordinator will be assigned for each activity. In consultation with the Industry, the faculty and head of the department will decide the date of the field visit, duration of the Internship and the Study tour. The head of the department will get approval for the same and **proceed as per the SOP available.**

File Description	Document
Any additional informatiom	[View Document](#)
Link for strategic plan and deployment documents on the website	[View Document](#)
Link for additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The College has **perspective plans** with regard to

- Diversified Courses
- Industry Oriented Curriculum
- Effective Teaching & Learning Blended with Technology
- International Student Admissions
- Incubation and start-ups
- Extension and Outreach activities

Diversified Courses

The Institution follows **deliberate planning to achieve the targets in different academic dimensions**, which reflects in Institutional perspective plans. In the present scenario of education, student's knowledge, skills, and future opportunities in society all paved a way t**o start new programmes to develop the employability and entrepreneurial skills** to face the **challenges in the worldwide situation**. Idea to start the new programmes, based on the stakeholder's, the feedback is presented in the Academic Council and Governing Body meeting for approval. After the approval from Bharathiar University, the programme structure and **curriculum were presented** and passed in the Board of Studies of concerned departments and **finally approved by the Academic Council.**

Industry Oriented Curriculum

In tune with the vision and mission of the institution, the college includes the **industrial experts as members** in the curriculum advisory committee and receives suggestions and recommendations for designing the curriculum. In addition to that, the Institution signs M.o.U with industries such as Effitrac PVT Ltd, Primax Foundation, Parks Business Solutions and etc for internship, projects and industrial training to facilitate Industry – Institute interaction with student perspective. So far, the Institutions have signed 12 MoUs with **industries with relevance to curriculum.**

Effective Teaching & Learning Blended with Technology

The college is pioneer in implementing **technology based teaching and learning process.** The Institution has **successfully implemented Rathinam Learning Hub, MS Team, Knimbus (Digital Library), NLIST and DELNET for effective teaching learning process.**

International Student Admissions

To promote global competency and international exposure, the Institution have taken lot of i**nitiatives in foreign countries and accomplished by 4% of students are currently pursuing their graduations at our college.** The entire new programmes were introduced to develop the skills of the students to come out successfully in the current scenario of the society. The college focuses on to develop the Programme with **industry-based knowledge** to update the technology as per global standards. Outcome of all the Programmes is to produce knowledge and to focus on the individual's skill, effective communication and computing skills to gain career opportunities in reputed organizations.

Perspective Plans All activities are **planned well in advance** in consultation with IQAC. At the beginning of every academic year, all academic and administrative bodies **prepare plans for the year**. The College Council headed by the Principal plans at College level and HODs and other **faculty members plan at**

department level. For financial matters, a detailed budget is prepared well ahead of the academic year and approved by the College Council and the Correspondent of the College.

The Institution has established VMWARE and Cloud Lab for improving the standard of students. This provides an improved environment for the faculty and the students in the process of teaching and learning. The **Institution reviews the infrastructure facilities** and updates the facilities regularly for the **betterment of students.**

File Description	Document
Any additional information	[View Document](#)
Link for Strategic Plan and deployment documents on the website	[View Document](#)
Link for additional information	[View Document](#)

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.

Response:

Recruitment, promotional policies and grievance redressal mechanism.

The major bodies entrusted with the governance of the Institution are the Governing Body and the Board of Management. Academic details are entrusted to the Academic Council, which has adequate representation from the stakeholders. Decision making is decentralized at different levels of Departmental Heads, Principal, Deans, and the Controller of Examinations.

There are also other committees formed to take care of other organizational matters, such as Anti-Ragging Cell, Grievance Redressal Cell, Women cell, etc which also play their own role to make everyone at ease in the Institution. The **institution** follows all rules and regulations about service, career development, research, staff welfare and grievance redressal as laid down by various statutory regulatory authorities. The Institution recognizes the achievements of staff and students.

The students have their class representatives to tackle complaints at the first level. At the next level, they can approach the Head of Department and Grievances Cell to address the student relations and complaints. There is also a Suggestions Box in the campus and in charge will collect the complaints and solve the issues regularly. A mechanism is devised to handle the issues at different levels like department level with HOD, next level by Principal and final level with CEO & Secretary of the institution.

The curriculum of a college is the expression of its philosophy. Therefore, additions and changes to the curriculum must be carefully developed and considered by all involved in the curriculum process. Before autonomy, we followed the curriculum & Syllabi suggested by the parent University – Bharathiar University. Once autonomy was conferred, we initiated and working towards to improve the standard of the curriculum. The following flow diagram shows the process involved in Curriculum development.

The Curriculum design and development was initiated with the first level meeting of Curriculum development cell, next the department level Academic Advisory Committee meeting will be conducted to discuss the changes in the curriculum. After the Academic Advisory Committee meeting, the minutes of the AAC will be discussed in the Curriculum development Cell and IQAC. The revised curriculum as per the suggestions of AAC and CDC will be presented in the Board of Studies of the respective Board.

Governing Body

The Governing Body is the executive body of the college, governing body meeting is conducted twice in a year. It has power to approve the Academic Council initiatives, Budget, Plan of the Institution towards the development. The members of the Governing body are appointed and their roles are as per the guidelines of the UGC. For the welfare and benefit of the faculty members, a standard operating procedure is followed for the Employees as "Employee Handbook". The "Employee Handbook" Serves two purposes. Firstly, it informs the employees' about the rules, regulations, policies, and procedures. The Employee Handbook gives the guidelines on the benefits for the employees and the rules for Casual Leave, Maternity Leave, Travel Allowance, Medical Leave, Marriage Leave etc.

File Description	Document
Any additional information	[View Document](#)
Link to Organogram of the Institution webpage	[View Document](#)
Link for additional information	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	[View Document](#)
Institutional data in prescribed format	[View Document](#)
ERP (Enterprise Resource Planning) Document	[View Document](#)
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff and avenues for career development/ progression

Response:

The Institution follows **several measures** to make the faculty members **comfortable, peaceful, and happy**. The following facilities such as Continuity pays, PF, earned leave, casual leave, medical leave, marriage leave, free insurance, festival celebration with gift, seed money for research work, permission to attend the programmes with registration fee, recognition of achievement with cash award, maternity leave, medical facility, staff salary advance, annual tour, monthly celebration, training programme for research, faculty development programme, Free Wi-Fi, etc. are provided to the faculty members. The faculty members are **allowed to attend the Faculty Development Programme, Refresher Programme and Orientation Programme as per Institution norms.** The Institution is providing on duty to the faculty members to attend seminars, conferences in other organizations.

Financial Support for Publication of Research Articles

The Institution has introduced rewards and recognitions to faculty by providing financial Support for Publication of Articles. The **Institution provides substantial amount as reward to faculty who publish research articles in UGC CARE Listed journals, Scopus and Web of science.** The Institution also encourages the faculty for publishing books by providing the publication cost of the book.

Financial Assistance to attend Seminar / Conference / Workshops and FDP

To update the quality of teachers, the Institution provides the registration cost for participating in seminars, conferences, workshops and Faculty Development Programs. TA and DA will be also provided to faculty who participate in the outside district, state, and international programs.

Interest Free Salary Advance

The Institution **provides interest free advance salary** to the faculty who is in **need of money as a welfare measure**. This reduces the burden of the staff and provides a stress free environment with the support of management.

On-duty for Professional Development

The Institution constantly encourages the faculty to participate in programs for their professional development such as Faculty Development Programs, Seminar and Conferences. The **faculty who is willing to participate in the programs** have to intimate in advance and they **can avail on-duty**. The Institution not only provides on-duty but also the financial assistance as registration fee to participate in the program.

Outbound Programme for Faculty Enhancement

To enhance the quality of the faculty, Institution allocates a substantial amount every year for **outbound training**. This outbound training helps the faculty to **develop their leadership skills** and their ability in working as a team. A positive change is seen after these outbound trainings, which takes the faculty to next level.

Maternity Leave

The female faculty members can **avail maternity leave for a period of one year**. This welfare measure is availed by many female faculties during the past 5 years.

Day care centre for young children

To help the faculty with, toddlers a "Day Care" has been functioning since 2017. The **care takers in the day care centre** will take care of the young children during college working hours. This service is provided free of cost for the employees. This helps the **faculty to work in a comfortable environment** without the burden of worrying about their children.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.

Response: 43.24

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
81	71	57	65	54

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for additional information	View Document

6.3.3 Average number of professional development / administrative training Programmes organized by the institution for teaching and non-teaching staff during the last five years.

Response: 15.4

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

2019-20	2018-19	2017-18	2016-17	2015-16
18	17	15	15	12

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres).	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for additional information	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 76.22

6.3.4.1 **Total number of teachers attending professional development Programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
121	132	119	103	98

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View Document
IQAC report summary	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Internal and External **audit of the financial statement** is conducted by a **Certified Chartered Accountant**. The audited and certified financial statement is presented in the Finance Committee of the Autonomy body. In addition to the above, the **Finance officer and his team, conducts regular check on the accounts** maintained by the College office. Also, each and **every bill submitted** by the faculty members and the Institution was **audited and verified.** The institution follows utmost care in verifying the bills and expenses carried out towards the academic and physical facility maintenance expenses. Both the Internal audit and external audit is followed over the expenses. Every year, the finance committee constituted by the **institution verifies expenses and proposed income and expenses and approves the same for implementation.**

Internal audit is the process of approving the bills for the expenses, it is monitored and maintained in three levels. Each and every department should **get approval from the Principal for the expenses to be made**. After the approval of the proposed expenses, if the department needs advance, the same may be obtained from the Accounts department through proper channel. Once the expense is done to submit the bills to the accounts department, the bills along with the Statement of Expenditure as per the approved format to be submitted to the Principal for the approval. Principal will **audit the expenses** and approve the bills and **forward to the approval** of the CEO & Secretary of the Institution.

CEO & Secretary of the Institution **verifies the bills and approves the bills** if it seems ok otherwise, the objection will be raised, the same to be rectified by the respective department. Once the bill approved by CEO & Secretary, the bill will be audited and processed for payment by the Accounts Department under the control of the Chief Finance Officer. External Audit is the audit process conducted by the Auditor appointed by the Management. **The auditor visits accounts office and verifies the bills, vouchers and accounts statements**. The **external audit** was **coordinated** by the **Chief Finance Officer.**

File Description	Document
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropists during the last five years (not covered in Criterion III and V) (INR in Lakhs)

Response: 1.94

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

2019-20	2018-19	2017-18	2016-17	2015-16
0.24	0.30	0.126	1.27	0

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)
Annual statements of accounts	[View Document](#)
Link for additional information	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The Institution is planning well in advance for the developmental needs with focus on the mission of the Institution deliberations at the appropriate level for fixing the priority areas for **fund mobilization identification of relevant funding agencies**. Approaching the appropriate funding agencies with well thought out proposals and spending the funds in the manner as suggested by the funding agency. One of the sources of **generating fund is the fee collected from the students**. The college **collects tuition fees** from students every semester. Fees charged as per the university and government norms from students.

In addition, **funds are mobilized through schemes and projects** from governmental and non-governmental agencies. For the conduct of seminars and conferences fund is raised through the **sponsorship from Government and Non-Government agencies**. As per the availability of funds, the Management plans for expansion of infrastructure. As a practice, every year the departments submit a list of requirements through the Planning Committee to the Finance Committee and allocation is made. After scrutiny, the viable proposals are forwarded to the Purchase Committee for further implementation. All the **funds generated are accounted and audited.**

The Institution has established a strong research policy to encourage and motivate the faculty to involve in Consultancy and Corporate training. This provides an opportunity to **generate revenue** and a part of amount is shared with faculty who is engaged in consultancy as per consultancy and corporate training policy. The Institution provides rewards and recognition for the faculty who undertake research projects and a substantial amount is given to the faculty for **research publications in UGC CARE listed journals, Scopus and Web of Science**.

Utilization of Funds

At the beginning of every year, the departments submit the **budget requirement** in terms of Lab, Consumables, Salary, Event Organizing, and other expenses. The IQAC and the Administrative officer **evaluates the budget requirement** and consolidates the budget and the same is submitted to the Principal. The budget prepared is submitted for the **Management Approval**. Once the Finance Committee of college approves the budget, the same is followed for the **utilization of budget.** Every six months once, the finance committee of the Institution discusses the expenses and approves the budget and the expenses. Apart from the finance committee, the **finance department audits** the each every expense and verifies the bills through internal and external audits. The funds allocated will be **utilized only for the purpose it was allocated.**

File Description	Document
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

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 visible in terms of – Incremental improvements made for the preceding five years with regard to quality (in case of first cycle) Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives (second and subsequent cycles)

Response:

The IQAC has immensely contributed in the **implementation of quality assurance strategies** and processes at all levels. Our Institution has regular meeting every month. **Performance** of the departments is **appraised** at the end of every academic year with a focus on the unique activities of the Departments and thereby the College.

Academic & Administrative Audit

Internal Academic Audit for the Departments was conducted regularly. The **Audit Team** consisted of the Coordinators of the various NAAC Criterion Committees. To improve the quality achievements, the **External Experts carried out Performance Audit**. The experts reviewed the syllabi, interacted with the staff, and gave constructive suggestions for improvement based on the guidelines format was given department wise. The **IQAC** took responsibility for planning and **conducting the academic audit** and provided **feedback** to the Principal and was informed to the Staff Council Members for further implementation.

Outcome Based Education (OBE)

Outcome-based education is a model of education that transcends the traditional focus on what the department provides to students, in favour of making students demonstrate that they "know and are able to do" whatever the required outcomes are.**OBE reforms emphasize** setting clear standards for observable, **measurable outcomes**. It is a student-centric learning model that helps teachers to deliver the course content and conduct assessment, keeping in mind the intended outcomes of the specific programme. **OBE** enhances the **employability of the students** besides helping them to imbibe necessary skills in their personality. Internship, a practical hands-on training experience for skill development in students was offered to all. The **internship program** is an added advantage for both the student and organization as the **potential of students will be identified**. The organization benefitted by recruiting skilled persons are the highlights.

Curriculum Development

Our college is an Autonomous Institution. We have autonomy to frame the curriculum and syllabus. Even

we have autonomy **to frame the syllabus**, we follow the **guidelines of the TANSCHE, Bharathiar University, Coimbatore and University Grants Commission.** As per the guidelines of the UGC, the Board of Studies was constituted and the meetings are conducted regularly – yearly twice. Apart from the Board of studies, each department is directed to constitute an **Academic Advisory Board** to discuss the current **demand and needs of the Industry**. The Academic Advisory Board consists of the BoS Chairperson, Senior faculty members of the department and two industry experts of the core area. Prior to the BOS, the Academic Advisory Board meeting will be conducted and they discuss and give directions / suggestions to the BoS chairperson on revision of course content, conduct of teaching learning process, internship, field visit, projects.

Teaching & Learning

The Institution has always been **placing the students at the centre of the teaching-learning process**. The vision and the mission of the Institution have always been to provide **holistic knowledge** to its students. Keeping the students' learning at the centre of everything, the college understands that the teachers have to be re-oriented from time to time. The times have changed. So that has changed the way of **imparting the knowledge.**

File Description	Document
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

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 (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

The use of **ICT tools** has become an integral part in **teaching -learning process**. IQAC always encouraged teachers to utilize these tools in academic and laboratories. IQAC prepares the plan to include the use and enrichment of **ICT infrastructure** expecting from each department. The IQAC has advised the administration to enrich ICT infrastructure by purchasing advanced ICT tools. The faculty members are encouraged to **participate and conduct seminars and workshops** for examining the students by conducting internal tests assessments. Feedback was collected on curricular aspects, teaching learning methods, faculty programs and Institutional programs. Steps are taken to improve overall performance of the college by analysing the feedback from the students. The Academic Council consisting of the Principal, and senior faculty in a central body that plans, monitors and reviews teaching learning and other activities of the Institution. The College has been following **Blooms Taxonomy as its pedagogical strategy** to spell out the learning outcomes and **prepare the lesson plans**. As an initiative to update the process of curriculum designing, teaching and evaluation, the College decided to adopt the **Revised Blooms Taxonomy**.

At the end of every semester, after the publication of results of Terminal Examinations, a detailed result analysis is carried out to review teaching, learning and evaluation processes. Among these three, evaluation complements the other two by reviewing the progress made in teaching and learning process. Evaluating the performance of the students reveals whether the teaching- learning process adopted had been successful or had to be substituted or enhanced with new methodologies to improve the performance of the students in the course of the dissemination of knowledge.

The advancement of teaching in our Institution requires the educators to be proficient in handling the requirements of students and it is the primary duty of a competent educator to cater for diverse learning requirements of students. The teaching-learning process represents the channel of communication through which the learners strive to acquire the habits, skills and knowledge from the teachers. Inorder to analyze the demands of the students, the interaction between students and teachers are mandatory, through which various developments happen in the teaching-learning process. The multi-faceted feedback system provides a platform for the students to give feedback which enriches the commitment of both the trainers and the learners in the teaching-learning process which helps the educators to motivate the students to reach their curriculum goals. The student feedback is obtained through various ways as mentioned below:

1. Tutor-Ward Interaction
2. Class Committee Meeting
3. Anonymous Students Feedback
4. Academic Audit
5. Peer Review (Faculty interaction Session)
6. Suggestion Box
7. Exit Interview

Inorder to facilitate the objectives of the multi-faceted feedback system, the Institution has adopted various approaches such as Tutor-ward interaction, Student feedback, Academic audit, Peer review, Class committee, Suggestion box and Exit interview. The Institution has provided the template & Standard Operating Procedure for each method.

Each tutor is assigned a set of students. Every month the tutor has to interact with the wards assigned to them pertaining to the areas like the ward's academic performance, extra-curricular participation, attendance %, their involvement in the college activities and the tutor will provide Career guidance, Remedial classes and so on, which eventually helps in developing the personality skills of the students. The class committee meeting is conducted at the end of every month. The chairperson of the class committee (Non-Subject handling teaching faculty) will convene the meeting, the class representatives and students of the class (2 average, 2 good, and 2 below average) will attend the meeting and share their views on the academic and non-academic matters. The chairperson has to prepare the minutes in the prescribed format and submit to the Principal through proper channel. The Principal will initiate the action on the issues represented by the students. The academic audit tries to enhance the teaching competency of the teachers which upgrades the proficiencies such as ability to motivate, subject clarity, classroom management and communication skills. Internal / External Audit committee will audit the academic records and provide feedback. The peer review system has contributed to the better functioning of the educators through periodical meeting organized by deans and Head of the departments.

File Description	Document
Link for additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality initiatives with other institution(s)**
3. **Participation in NIRF**
4. **Any other quality audit recognized by state, national or international agencies (ISO Certification)**

Response: 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	View Document
Institutional data in prescribed format	View Document
Link for additional information	View Document
Paste web link of Annual reports of Institution	View Document

Criterion 7 - 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 last five years.

Response:

a. Safety and security

The safety of the students and staff is the primary concern of the institution. The institution provides **24/7 CCTV surveillance** and security in the campus. A total of **68 CCTV cameras** were placed inside the campus for the security purpose. Security guards are placed in all the entrances / exits on 24/7 basis for protection and avoid the entry of the unauthorized persons. An **enquiry desk** is available at the entrance for providing all the necessary information to the visitors and students. Thus, the institution provides thorough protection by making the campus safe and secured.

The institution has established the committees such as **Gender Equity Cell, Women Cell, Internal Complaints Committee (ICC)** / Anti Sexual Harassment Committee, Grievance Redressal Cell, Counselling Cell, Class Representatives, and Anti-Ragging Committee to ensure the safety and promotion of gender equity. The objectives of this committee are **to create awareness on importance of gender equity among the students and ensure the safety**. The committees organize programs to talk about importance of sensitization on gender equity, women's rights, consumer rights, women empowerment and women entrepreneur. The institution ensures the gender equity and safety at all levels and suggestions / grievance boxes were kept in prominent places for easy access and immediate action.

b. Counselling Centre

A counselling centre is established to deal **emotional, personal and interpersonal relationship** issues and counsels how to overcome it. The counselling cell has organized several programs related to s**tress management, emotional balance and positive approach**. The students with personal and emotional issues are given extensive counselling and other supports to overcome the issues.

c. Common Rooms

The common rooms are available for boys and girls in the campus. Basic amenities are provided in the common rooms for the students who are not well. The students can take rest when they feel sick. The first aid facility is also available in the common room and selected teachers and students are provided basic training to carry out the first aid in case of emergency.

d. Day care centre for young children

To help the faculty with toddlers a"Day Care" has been functioning since 2017 at free of cost.This helps the faculty to work in a comfortable environment without the burden of worrying about their children.

Programs organized by Institution.

The clubs and committees such as Women's Club, Internal Complaints Committee (ICC), NSS, Rathinavani (Community Radio) for the upliftment of the Women folk and NCC organize programs to promote the gender equity programs. The programs focus on awareness on **women's rights, Self Defence**, Cyber Crime, Consumer Rights, **importance of gender equity**, human values. A substantial number of programs organized over the years to promote the gender equity among the students. Rathinavani (Community Radio) organizes exclusive programs for the up-liftment of women community. The **Rathinavani has been recognized by UNESCO for its excellent contribution towards women empowerment** and awareness on COVID 19 during the pandemic breakout. Special programs will be organized on important days of commemoration to promote harmony and equity.

File Description	Document
Specific facilities provided for women in terms of: a.Safety and security b.Counselling c.Common Rooms d. Day care center for young children e. Any other relevant information	[View Document](#)
Annual gender sensitization action plan	[View Document](#)

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

    1. **Solar energy**
    2. **Biogas plant**
    3. **Wheeling to the Grid**
    4. **Sensor-based energy conservation**
    5. **Use of LED bulbs/ power efficient equipment**

Response: A. 4 or All of the above

File Description	Document
Geotagged Photographs	[View Document](#)
Any other relevant information	[View Document](#)

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**

- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

Solid waste management

- The college is keen on maintaining a clean campus with regular clean-up activities.
- Sign boards indicating plastic free zone and keep your institution clean are placed in the prominent place to avoid dumping of wastes other than dustbins.
- A separate colour bins are kept to collect solid and liquid wastes separately in various prominent points.
- The withered leaves from the trees are regularly cleaned to keep the campus clean.
- A **systematic collection and disposal** of waste is done in all the classroom, labs, seminar halls and office.
- The solid food waste collected from the hostel is supplied to the professional vendors and other organic wastes are used for the production of **biogas**.

Liquid Waste Management

- A well maintained sewage treatment plant is available to recycle the waste water in the campus. The waste water is collected, recycled and utilized for gardening and other purposes.
- The laboratory wastes are **decontaminated using the autoclave** and safely discarded. The liquids wastes are **recycled and used for watering garden plants**.

Biomedical Waste Management

- The biomedical wastes such as **bacterial and fungal pathogens used in the laboratory are safely decontaminated** using **autoclave and disposed safely**.
- The cotton plugs used for antimicrobial studies are decontaminated and collected in separate dustbins are disposed properly.
- **Biosafety Level I protocol** is adopted in biotechnology and microbiology laboratories.
- A proper laboratory safety procedure is strictly maintained in the laboratories and students and faculty are not allowed inside the laboratory without eye protection, gloves, and a lab coat.
- The laboratory using microbial agents are decontaminated regularly to avoid accidental contaminations.

e-Waste Management

- The e wastes are collected regularly and disposed through **vendors for recycling**.
- The electricity consumption is reduced by **replacing the ordinary bulbs to LED bulbs**
- The computer labs with CRT monitors are replaced with LCD monitors.
- The used electronic and waste computer accessories are sold to the professional vendors for proper disposal.
- To avoid excess of E-waste proper strategy is followed at the time of procurement.

Waste Recycling System

- An effective waste recycling strategy is followed in the institution.
- The Professional vendors are hired for the safe disposal and recycling process within the campus.
- The water and liquid wastes are recycled and utilized for watering plants and other activities.
- The solid wastes such as **sports goods and equipment** are auctioned once in a year.

Hazardous Chemicals and Radioactive Waste Management

- The hazardous chemicals such as laboratory chemicals and LPG Cylinders are safely placed in the labs.
- The students and faculty are instructed to wear lab coats, gloves and goggles to avoid getting contact with hazardous chemicals in the laboratory.
- Spilling of chemicals are wiped out and removed immediately.
- For the safety of the staff and students the chemicals are placed in glass containers with name stickers and stored separately.

File Description	Document
Relevant documents like agreements/MoUs with Government and other approved agencies	[View Document](#)
Geotagged photographs of the facilities	[View Document](#)
Any other relevant information	[View Document](#)

7.1.4 Water conservation facilities available in the Institution:

1. **Rain water harvesting**
2. **Borewell /Open well recharge**
3. **Construction of tanks and bunds**
4. **Waste water recycling**
5. **Maintenance of water bodies and distribution system in the campus**

Response: A. Any 4 or all of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document](#)
Any other relevant information	[View Document](#)
Link for any additional information	[View Document](#)

7.1.5 Green campus initiatives include:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

Response: Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	 View Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document

7.1.6 Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. **Green audit**
2. **Energy audit**
3. **Environment audit**
4. **Clean and green campus recognitions / awards**
5. **Beyond the campus environmental promotion activities**

Response: B. 3 of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	 View Document
Certification by the auditing agency	View Document
Certificates of the awards received	View Document
Any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Divyangjan friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for 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**

Response: A. Any 4 or all of the above

File Description	Document
Policy documents and information brochures on the support to be provided	[View Document](#)
Geotagged photographs / videos of the facilities	[View Document](#)
Details of the Software procured for providing the assistance	[View Document](#)
Any other relevant information	[View Document](#)

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 500 words).

Response:

NSS & YRC

The Institution strongly believes in "Unity in Diversity" – a concept which unites various culture, religion, and communities of India. The college harbours more than 4000 students from different countries, states, culture and religion. The **orientation and induction programs** are organized every year for the newly admitted students to sensitize about the importance of tolerance, empathy, human values, and their importance. The students are asked to **enrol in the clubs and committees** such as NSS, NCC, YRC and so on. These clubs serve as a platform for the students to interact and communicate with other students of same interests and ideas. The extension activities and camps organized by NSS, NCC and other clubs help the students to **experience and understand the different cultures and traditions**. **Green Diwali** and **flood relief** activities were conducted by the NSS & NCC cadets.

Code of Conduct

To strengthen mutual respect and to promote solidarity among the student community, the college provides code of conduct for both students and teachers, which explain exactly what conduct is expected of all the students and employees and the consequences if they act unethically. The **code of conduct signages** are displayed at various places in the college premises help in demonstrating **good manners, courtesy,** and consideration. This also helps in reducing the likelihood of display of disrespectful behavior or other breach of code. The Institution also strongly emphasis no room for using abusive language, the use of derogatory remarks, personal insults, threats or any form of discrimination. With the efforts made by the Institution to articulate the code of conduct, the desired behavior is displayed by the student community as well as the employees.

Celebrations & Events

The Institution supports the idea that every person can make a unique and positive contribution to the larger society, inspite of their differences. Our Institution is a place where diversity is recognized and respected; various cultural ideas are acknowledged and valued; contributions from all groups are encouraged; people are empowered to achieve their full potential; and differences are celebrated.

To cater the above tenets, the Institution encourages celebrations like **Pongal, Diwali, Onam, Christmas, ethnic day** etc. The Institution also has a rich cultural mix of foreign students from Libya, Sudan, Dubai, Israel, and South Africa. Through its efforts, the college creates an inclusive environment by conducting commemorative events and celebrations with the purpose of inculcating equality, peace, and harmony among students. By participating in these activities,' students understand the principles to guide themselves in the right path. The participation has also improved Cultural inclusiveness and brings closer the people who speak different languages and practice different customs and religion. The Institution organizes programs to promote the **gender equity**, **women empowerment** and **awareness programs**. People from transgender society is invited to share their societal experiences and opportunity for development in the emerging society. The celebration of "Green Diwali" with tribal settlement people is a unique practice followed to promote the togetherness and creating awareness among students about inclusiveness.

File Description	Document
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View Document](#)
Any other relevant information	[View Document](#)

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

Courses inculcating the Responsibilities

Our Institution undertakes different initiatives by organizing various activities which provide values like **human dignity**, **equality**, **Social Justice, Human rights, and Rule of equity and respect**, which helps in sensitizing students and employees to the **constitutional obligations**. Our Institution educates students to maintain harmony and peace and encourages the feeling of universal brotherhood and oneness. They are also trained to uphold the inevitable importance of our constitutional obligations and protect the Sovereignty, Integrity and Unity of our country. They are also educated to get accommodated, to different caste, creed, religion, etc. In addition to the above, Institution offers **Value education – Human Rights** as a compulsory subject to all students to inculcate the human values, rights, duties, and responsibilities of Citizens.

Events to remind the Responsibility as an Citizen

        As a part of strengthening the democratic values, our Institution celebrates the **Republic Day** and **Independence Day** every year and also the NCC students are trained to perform various and relevant activities on those days. Various pledge programmes are organized for the students and faculty, which help them to better themselves as good faithful citizens. Every year, Republic day is celebrated on January 26th

by organizing activities highlighting the **importance of Indian Constitution**. **Awareness processions** are also organized by the Institution's NSS and NCC committee jointly, to promote that voting is mandatory during the election times. Independence Day is also celebrated similarly to highlight the struggles of freedom and the importance of Indian Constitution.

Our Institution also generates a patriotic fervour by celebrating Independence Day and Republic Day every year and also encourages National pride and inspires the students to show gratitude and remember the freedom fighters and their contribution. Without any distinction of caste, religion, race, colour and origin, sex, language, social status of the students, all teaching and Non-teaching staff are encouraged to participate in every event to deepen mutual understanding. By practicing this, the student community as well as teaching community have gained trust and displayed a balanced development in maintaining peace and harmony.

Rathinam College of Arts and Science supports the idea that every person can make a unique and positive contribution to the larger society, inspite of their differences. Our Institution is a place where diversity is recognized and respected; various cultural ideas are acknowledged and valued; contributions from all the students and faculty members prove that the college community follows the constitutional obligations.

NSS & NCC Camps

Through our NSS & NCC, regular camps & special camps are conducted in the adopted village every year. In the NSS & NCC Camp, the students are involved in doing several **social services** and **volunteer services**. By involving the students in social services, they are educated about the **constitutional values, human values, rights, and responsibilities of a Citizen**. In specific two of our NCC cadets represented RAJPAT – Republic Day Parade during Jan. 2020, Jan. 2021.

File Description	Document
• Details of activities that inculcate values; necessary to render students in to responsible citizens	[View Document](#)
Any other relevant information	[View Document](#)

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.

1. **The Code of Conduct is displayed on the website**
2. **There is a committee to monitor adherence to the Code of Conduct**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Response: C. 2 of the above

File Description	Document
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 Document](#)
Code of ethics policy document	[View Document](#)
Any other relevant information	[View Document](#)

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

The commemoration of national and international days is observed to create awareness, peace and unity among the students. The important day like **International Yoga Day** (21st June) of every year is observed with demonstration by professional yoga trainers followed by explaining the importance of health and fitness. The program creates awareness on impact of yoga and physical exercises on human body and mind.

1st December is observed as International day of **World AIDs Day**, the NSS organizes awareness programs on AIDS and its impact on society. Campaigns and rallies also organized to create awareness among the students and neighboring community. Competitions and events are organized for the students on eradication of AIDS. Experts from Government and Non-Government agencies are invited to sensitize the students about HIV and its impact on the society.

The **International Human Rights Day** is observed every year on 10th December, the experts are invited to speak on importance of human rights and activities like signature campaigns and events are conducted to the students to create the awareness on human rights. The **International Women's Day** is celebrated on March 8th, the women's club invite chief guests to speak on women empowerment to promote the gender equity, personal growth and entrepreneurship among the students and faculty.

The national important days like **Republic Day** (26th January) and **Independence Day** (15th August) are celebrated with patriotic spirit. The faculty and students participate in the event organized in remembrance of the patriots who have sacrificed their wealth and life for our nation. Competitions will be conducted and prizes will be distributed on the day to motivate the students. The NSS of the college organizes many events like **Gandhi Jayanthi**, **Teachers Day**, **Abdul Kalam Day** to remember their contribution and their message to the nation by observing the day. In addition to these important days, the college conducts festivals like **Pongal**, **Onam**, and **Christmas** in the campus to create harmony and peace. And also promote the Unity in diversity concept among the students.

File Description	Document
Geotagged photographs of some of the events	[View Document](#)
Any other relevant information	[View Document](#)
Annual report of the celebrations and commemorative events for the last five years	[View Document](#)

7.2 Best Practices

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

Response:

Response:

BEST PRACTICES

The institution takes up '**Advanced Teaching and Learning Technology**' as one of the best practices to support the student community as well the faculty community to improve knowledge and impart the teaching and learning and '**Review of department activities through monthly meetings**' as another best practice to monitor the performance of the departments as well to assess and ensure the quality of the institution. These two best practices help faculty members and students to adopt technology to excel in the field of their choice and to analyse and review the faculty members and students' performance to provide feedback for the improvement of the teaching and learning process.

BEST PRACTICE - 1

1. **Title of the Practice: ATAL Technology (Advanced Teaching and Learning Technology)**

Advanced Teaching and Learning Technology through online has become an essential part of education system where Computer-based environments designed to foster **students' learning, problem solving, and conceptual understanding of topics** across disciplines to keep pace with the competitive world. The college to impart knowledge to the students utilizes gadgets like smart phone, laptop, and tablet. The administrative activities in the campus made simple, easy and fast by the usage of advanced technology.

2. Objectives of the Practice:

- To introduce advanced technology in teaching and learning process
- To make the teaching and learning process simple and more effective
- To make student centric approach in teaching and learning process
- To introduce remote access to all the facilities of the college
- To make all communications simple, fast and user friendly
- To enrich the usage of ICT in teaching, learning and evaluation process
- To impart the knowledge in appropriate usage of technology for improving online communication etiquettes.

- To apply blended & flipped teaching and learning process
- To reduce the usage of papers to conserve nature

3. The Context

In the recent years, there is a tremendous change in the teaching - learning process and variety of techniques and methods are introduced. The Rathinam College is the first Institution in Coimbatore to implement **100% online system of education**. Today, there is a huge demand for technology driven education. In order to meet out the expectations, the Institution has introduced online teaching and learning process. This has taken the Institution to a next level of excellence in academics and administration.

4. The Practice

The Institution has implemented a technology driven, complete online system in the areas of administration, academics, library, and accounts. The shifting towards complete online process is challenging and extensive training is provided to administrative, teaching, and non-teaching faculty members.

For teaching & Learning, Rathinam Learning hub, a learning management system is introduced and followed. Learning Management System (LMS) provides controlled access to both the teachers and students to access the learning content. In the beginning of the semester, the course teacher must submit the Session Plan (Lesson Plan) and the same to be uploaded in the LMS. The course teacher will create the course and add the content which includes Video content for the topic to be taught, Session Plan, Multiple Choice Quiz with 5 questions for each topic and feedback (to get feedback from the students for the topic delivered for each class) in the Rathinam Learning Hub. Through Learning hub, the students' knowledge level is assessed.

In addition to the LMS, MS Teams app is used for the communication purpose. For each course, a Class team is created, and the course content is shared to the students. All sort of course related interaction, discussion forum, assignments, Quizzes, Group Discussion (Battalion) is done through MS Teams.

For administration purpose, CAMU – Campus Management ERP is used, it provides features starting from admission to Grade sheet printing for students. CAMU provides features to manage the Hostel, Transport, Fee Collection, Accounting, HR, Library etc.,

The advantages and disadvantages of this practice is listed below

Advantages

- Entire teaching & learning process is through online, the students can access the contents anytime and anywhere.
- Sharing of resources is easy and maximum utilization is observed.
- Remote access of library resources is easy.
- The students have gained technical skills and ICT literacy has improved among the students and faculty members.
- Faculty members are capable enough to change a physical classroom into an online platform for education where every student are motivated to participate and learn with the help of technology.
- The official communications are made easy and user friendly.

- Usage of paper has been reduced.

Disadvantages

- Providing training to the faculty members of different sections is difficult.
- Physical access to resources is reduced in library.
- The establishment of complete online process is expensive.
- Providing necessary facility to the entire faculty members is difficult.

5. Outcome

By incorporating advanced teaching and learning technology in our institution has developed all our students' as digital literates and good at actively using technology in a purposeful manner. Interactive whiteboards or mobile devices used during online teaching and learning process has displayed images and videos, which helped students, to visualize new academic concepts. Learning had become more interactive when technology is used as students to physically engage during lessons as well as instantly research their ideas, which developed autonomy. **Mobile devices**, such as smart phones, laptops, iPads and/or tablets, used in the classroom for students to **record classes, results and** take **photos/videos** for future study purpose. Use of Rathinam Learning Hub for advanced teaching and learning resulted to record curriculum details, to maintain student and faculty members details, conduct classroom activities, online examination and collect feedback. Use of MS Teams as a platform for advanced teaching and learning as not only developed the knowledge but also helped to conduct seminars, activities and to share learning resources.

By using the MS Teams and LMS in teaching and Learning had improved the learning ability of the students. The students are able to learn the concepts easily. Through this process, it is noted the students' intellectual skills are improved, and the students started to learn themselves.

By practicing this process, we introduced MOOC Courses to our students under credit transfer model. The students shown more interest and enrolled in the MOOC Courses.

BEST PRACTICE - 2

1. **Title of the practice: Review of Department Activities through Monthly Meetings.**

   Review of department activities through monthly meetings helps and guides to improve, motivate faculty members and students to develop their performance and skills to meet out the expectations and helps to keep pace with the competitive world.

2) Objective of the practice

- To analyze and review students' performance by evaluating their Placement results, Internship, Project reports, and Communication skills.
- To analyze and review the faculty performance by evaluating their contribution in research & consultancy, Student attention level, attending Faculty development program, etc.
- To review the Institution's growth by analyzing Infrastructure utilization, arrangement of Co-curricular activities, Awards, and publications.

3) Context

Reviews could encourage observation, perception and awareness both during and after experiences. Reviewing helps the students, teachers and the Institution progress in learning and development. In order to determine any gaps or inconsistencies in teaching- learning process and to rectify them, the Institution is conducting the review of department activities through monthly meetings. The intent of review meeting is to reinforce the methods followed by the Institution for students and faculty development. It also provides an opportunity to highlight the professional and career related accomplishments of the Institution. The review meeting aims to provide a clear and objective feedback for the improvement of the teaching and Learning Process.

4) Practice

In accordance with the template provided by the Institution, the faculty members recorded all the requirements of the students such as Placement and Entrepreneurship results based on the cumulative offers, students' exam result based on End semester, model and continuous assessment test, their development in English fluency, their involvement in internships based on the industrial training undergone by the students and project reports to promote career planning. Faculty performance review focuses on both the employee performance and the target achieved by the employee. The agenda such as, Research proposal, Faculty development based on the number of papers published with Industry collaboration, peer reviewing is reviewed in the meeting which has enhanced the competence, motivation, results and the performance. The Institutional agenda is also reviewed by analyzing the results of the academic audit conducted, participation of the students in extracurricular and co-curricular activities, quality of seminars / workshops / conferences conducted in terms of level of Guests, number of participants, number of papers presented, number of industry participants, placements will be assessed through number of companies visited for recruitment, number of placements made, Average CTC & Highest CTC, infrastructure utilization through club activities, conduct of value-added courses, add on courses and library utilization. After the careful review and audit, the best performing departments will be rewarded with cash prize. All the faculty members of the selected department get benefitted with the cash prize.

The advantages and disadvantages of this practice is listed below

Advantages

- Performance of the faculty members, students and department target has been recorded, evaluated and reviewed.
- Determine any gaps or inconsistencies in teaching- learning process and rectified for further improvement.
- The best performed departments, faculty members were encouraged and rewarded with cash prize, and awards in Aassan Utsav conducted in every month and recognized in Teachers Day.

Disadvantages

- A large amount of time is utilized for analysing and reviewing the evaluation process.
- Managing and maintaining the e-documents is complicated and challenging.

5. Outcome

Review of department activities through monthly meetings helped to **maintain and record all the data**

related to the performance of the departments, faculty members and students. Placement results, Entrepreneurship results, students' involvement in internships, industrial training and project reports has promoted for career planning and development. Based on the students' performance, the registered students for placements are provided training to get ready for the interviews, which in turn resulted in 100% placements. Monthly review meetings increased the count of research proposals submission and publications of manuscripts in journals. External participation of students has improved lot both in co-curricular and extra -curricular activities.

File Description	Document
Best practices in the Institutional web site	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

All the successful and rewarding academic years that have gone by have reaffirmed our academic excellence and distinguished standing in the sphere of education in the state and in the country. True to the vision to emerge as a world-renowned Institution that is integrated with industries to impart knowledge, the Institution strives to provide a holistic and inclusive education, which includes Industry collaborated courses.

Skill development is the process of identifying the gaps and developing and honing the needed fields. It is important because the skills determine the ability of a person and their success.

These courses are provided by the Institution to make the students to engage in a whole range of curricular activities which will make them globally competent. The curricula are **designed to be more jobs oriented and are revised annually** to cater to the requirements of the student community.

One of our Institution's missions is to develop the **skills** of the students. To fulfill the above, Rathinam College of Arts and Science had signed MoU with the various industries to enhance the skills of the students. The Institution has signed MOU's with various companies to provide value-based education and inculcate entrepreneurial abilities so that the students are well groomed in knowledge, skills and values to have the ability to face the challenges of the corporate world and life.

Every year, the placement officer conducts an **assessment** in association with the **HireMee and Vee Technologies**. Also the students are motivated to attend the **online assessment available in the National Career Services**. Based on the report received from the HireMee, the students were categorized into three different groups. For each group, specific training is provided by the in-house faculty members and subject matter experts from outside. The training and Placement cell assess the student's skills frequently through the ERP. Once the assessment is completed, the score card is shared to the student and then

individual counseling was conducted by the respective tutor. The students are given **motivation** and their progress was regularly monitored for their skill enhancement.

The following industries are identified and signed MoU with them to impart skills among the students in the specific skill, a few are listed below:

1. Cosmic IAS Academy, Coimbatore to impart the students Communication Skills, Aptitude, and reasoning skills.
2. Primax Foundation, Bangalore to enhance the research skill and make the students to compete and to participate the global events.
3. Professional Info Tech, Coimbatore to provide the medical Coding & HACCI training to the Bio-Science students as an additional skill.
4. ProPlus Academy, Coimbatore to provide digital marketing and to improve the communication skills of the student.
5. Insurance Institute of India, Mumbai to provide the basic skills required for the liaison officer. Students have to undergo few exams to attain the eligibility of liaison officer.

In addition to the above specific skill development programs, in the curriculum, for each semester one course is dedicated for the Skill development and also one **value added course** is offered to the students. The students shall select the value added course of their wish. At the end of the semester, assessment will be conducted and certificate will be provided. Also, the student will be a**warded 2 extra credits** and it will be reflected in the End Semester Mark statement.

The MOU signed with **TCS** and **ACCA** is to provide industry specific application-oriented courses and accountancy courses respectively. To provide Certified Management Accountant Program, the Institution has signed MOU with ISDC (International Skill Development Corporation) which is a value-added program which provides the professional qualification to the students along with their undergraduate degree.

The aim of MOU signed with Park Business Services is to bring skill development on Tally and it also enhanced many academic collaborative activities such as joint workshops, Seminars, Conferences, and Training programme which helped students to improve their skill on accounting packages and upgrade themselves for the same. Also, the Trainees, on successful completions of Tally course conducted by the Institution, will get the International Certificate which is certified directly by Tally and the members of Placement Portal. Through this International Certificate, the trainees were able to get best Job opportunities.

MOU with Poras Technologies India Pvt. Ltd., to impart world class technical education and knowledge sharing with industrial and academic experts. The one main objective of signing MOU is to enrich the curriculum of the subjects with the current prospective to accomplish the industry requirement. The placement cell has also proved a record of providing good placement for the students at both under graduate and post graduate level. The MOU's signed and the trainings provided by the faculties on regular basis has moulded the students capable of competing in the job market.

The regular Industrial visits conducted by departments help the students to understand the ground reality of business organizations. Above all, we aspire to make students as contributing members of society and to make them world class citizens at the same time.

File Description	Document
Any other relevant information	[View Document](#)
Appropriate web in the Institutional website	[View Document](#)

5. CONCLUSION

Additional Information :

College, since its establishment in the year 2001, maintains **good rapport with the parent university** and addresses **the needs of the society** by fostering the young generation to become valuable citizens by nurturing values and Commitments. The IQAC, started initiating the suggestions provided by the NAAC Peer Team members for the quality enhancement and growth of the college in all dimensions. Based on the college strengths, weakness, opportunities and challenges, the **IQAC guides and supervises** various activities, that are necessary to increase the quality of college in all dimensions. In order to update the curriculum according to the **global competency**, the College intends to have international board of studies to conduct the meeting through online platforms for receiving the inputs to **redesign its curriculum and teaching –learning methodology**. At the same time, the college focus to work on **collaborations, linkages, student and faculty exchange programmes and International conferences in association with foreign universites**. As all the academic and administrative work are digitalized, which leads to conduct on-line classes, on-line courses and on-line examinations. A full-fledged E-Governance system made the administration smoother and academic practices faster with reduced paper use. The College plans to **streamline the research activities**, which will lead to more number of publications in Scopus, Web of Science, UGC Care, more funding, patents, innovations and start-ups. With an aim of promoting research culture, the undergraduate students are motivated and guided to undergo **research in their discipline** and present their research articles. Seed money is offered by the management to promote research among the faculty members. The College provides admission to students from diverse society to develop young generation to valuable citizens. The college has earned the respect of parents through the standards of discipline and mentoring. Thereby, the college has the privilege of its **autonomous status** in developing and offering exemplary curriculum, industry integrated courses, and Study Abroad programmes to develop globally competent graduates. It strives to continuously provide **quality education** and make its presence felt in the academic community.

Concluding Remarks :

The Self Study Report preparation has facilitated introspection and readiness to indulge in a critical analysis of our strengths, weakness, challenges and the opportunities that are ahead of us to make proposals towards its future growth and development. The College believes to maintain quality standards in key areas such as **Curricular innovations, Teaching-learning methodologies, Research and development, State of the art infrastructure, Student support activities, Placement and Governance**. Further, focus on these areas will be done on **Outcome Based Education, research funding** to be raised to the level of international standards which make it stand out from other Educational Institutions in the city. The College continues its academic journey towards its **silver jubilee** and readiness to take off in leaps and bounds.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.1.2	**Percentage of Programmes where syllabus revision was carried out during the last five years.** 1.1.2.1. **Number of all Programmes offered by the institution during the last five years.** Answer before DVV Verification : 39 Answer after DVV Verification: 34 1.1.2.2. **How many Programmes were revised out of total number of Programmes offered during the last five years** Answer before DVV Verification : 30 Answer after DVV Verification: 30 Remark : Edited as per metric 1.1
1.1.3	**Average percentage of courses having focus on employability/ entrepreneurship/ skill development offered by the institution during the last five years** 1.1.3.1. **Number of courses having focus on employability/ entrepreneurship/ skill development year-wise during the last five years..** Answer before DVV Verification: <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>432</td><td>230</td><td>344</td><td>84</td><td>462</td></tr></table> Answer After DVV Verification : <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>402</td><td>216</td><td>313</td><td>72</td><td>427</td></tr></table> Remark : Observation accepted
1.2.1	**Percentage of new courses introduced of the total number of courses across all programs offered during the last five years.** 1.2.1.1. How many new courses are introduced within the last five years Answer before DVV Verification : 1552 Answer after DVV Verification: 1552 1.2.1.2. **Number of courses offered by the institution across all programmes during the last five years.** Answer before DVV Verification : 3340 Answer after DVV Verification: 3340 Remark : Observation not accepted because data provided by HEI is verified and found correct
1.3.2	**Number of value-added courses for imparting transferable and life skills offered during last**

five years.

1.3.2.1. **How many new value-added courses are added within the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
78	64	58	47	52

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
62	51	46	30	38

Remark : Observation accepted

1.3.3

Average Percentage of students enrolled in the courses under 1.3.2 above.

1.3.3.1. **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
2904	2494	1745	799	777

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
2204	1983	1134	532	422

Remark : Observation accepted

2.4.3

Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)

2.4.3.1. **Total experience of full-time teachers**
Answer before DVV Verification : 735.9167
Answer after DVV Verification: 726

Remark : Observation accepted

2.5.1

Average number of days from the date of last semester-end/ year- end examination till the declaration of results year-wise during the last five years

2.5.1.1. **Number of days from the date of last semester-end/ year- end examination till the declaration of results year wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
9	5	8	10	12

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
8	4	8	10	12

Remark : Observation accepted

2.5.2

Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years

2.5.2.1. Number of complaints/grievances about evaluation year wise during the last five years

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
126	29	80	129	117

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
63	14	40	64	58

3.2.1

Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

3.2.1.1. Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
13.98	1.175	1.15	1.4	18.55

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
13.5	1.175	1.15	1.4	18.55

Remark : Observation accepted

3.2.2

Percentage of teachers having research projects during the last five years

3.2.2.1. Number of teachers having research projects during the last five years

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
3	3	1	2	6

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
2	3	1	2	6

Remark : Observation accepted

3.2.4	**Average percentage of departments having Research projects funded by government and non-government agencies during the last five years**

3.2.4.1. **Number of departments having Research projects funded by government and non-government agencies during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
3	3	1	1	4

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
2	3	1	1	4

3.2.4.2. **Number of departments offering academic programes**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
10	10	9	9	9

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
10	10	9	9	9

Remark : Observation accepted

3.4.1	**The Institution ensures implementation of its stated Code of Ethics for research through the following:**
	1. Inclusion of research ethics in the research methodology course work
	2. Presence of Ethics committee

3. Plagiarism check through software

4. Research Advisory Committee

      Answer before DVV Verification : A. All of the above
      Answer After DVV Verification: B. 3 of the above
   Remark : Observation accepted

3.4.3	**Number of research papers per teachers in the Journals notified on UGC website during the last five years**
	
	   3.4.3.1. Number of research papers in the Journals notified on UGC website during the last five years
	      Answer before DVV Verification:
	
	| 2019-20
		2018-19	2017-18	2016-17	2015-16 |
					|---|---|---|---|---|
					| 81 | 81 | 51 | 10 | 20 |
					
					      Answer After DVV Verification :
					
					| 2019-20 | 2018-19 | 2017-18 | 2016-17 | 2015-16 |
					|---|---|---|---|---|
					| 67 | 71 | 42 | 9 | 17 |
					
					   Remark : Observation accepted

3.4.3 — **Number of research papers per teachers in the Journals notified on UGC website during the last five years**

   3.4.3.1. Number of research papers in the Journals notified on UGC website during the last five years

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
81	81	51	10	20

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
67	71	42	9	17

Remark : Observation accepted

3.5.2 — **Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the last five years (INR in Lakhs).**

   3.5.2.1. **Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the last five years (INR in Lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
2.5	2.25	1.75	1.6	1.25

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
2.5	2.25	1.75	1.6	01.25

Remark : Observation not accepted because data provided by HEI verified and found correct

3.6.3 — **Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

   3.6.3.1. **Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
22	24	19	26	32

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
19	23	17	23	28

Remark : Observation accepted

3.6.4	**Average percentage of students participating in extension activities listed at 3.6.3 above during the last five years**

3.6.4.1. Total number of students participating in extension activities listed at 3.6.3 above year-wise during the last five years.

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1246	1554	1403	1971	1692

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
1086	1542	1083	1581	997

Remark : Observation accepted

3.7.1	**Number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work**

3.7.1.1. Total number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
337	98	145	43	1

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
6	1	1	1	1

3.7.2	**Number of functional MoUs with institutions of national, international importance, other institutions, industries, corporate houses etc. during the last five years (only functional MoUs**

with ongoing activities to be considered)

3.7.2.1. **Number of functional MoUs with institutions of national, international importance, other Institutions, industries, corporate houses etc. year wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
41	22	12	6	4

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
17	11	7	7	4

4.1.4 — **Average percentage of expenditure for infrastructure augmentation excluding salary during the last five years (INR in Lakhs)**

4.1.4.1. **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
408.61	395.32	415.87	383.09	272.60

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
408.61	395.32	415.87	383.09	0272.60

Remark : Observation not accepted because data provided by HEI verified & found correct

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4.4.1 — **Average percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component during the last five years**

4.4.1.1. **Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
689.19669	587.10475	385.98031	281.51401	268.04340

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
558.36	487.7345	314.04	233.134	232.203

	Remark : Observation accepted
5.1.2	**Average percentage of students benefited by scholarships, freeships, etc. provided by the institution and non-government agencies during the last five years** 5.1.2.1. **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)** Answer before DVV Verification: 	2019-20	2018-19	2017-18	2016-17	2015-16
---	---	---	---	---
2312	2263	1884	1419	1243 | Answer After DVV Verification : | 2019-20	2018-19	2017-18	2016-17	2015-16
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1863	1635	1256	1012	945	 Remark : Observation accepted
5.1.4	**Average percentage of students benefited by career counseling and guidance for competitive examinations offered by the Institution during the last five years.** 5.1.4.1. **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years** Answer before DVV Verification: 	2019-20	2018-19	2017-18	2016-17	2015-16
---	---	---	---	---
1539	1717	1284	1085	1004 | Answer After DVV Verification : | 2019-20	2018-19	2017-18	2016-17	2015-16
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1181	868	753	522	530	 Remark : Observation accepted
5.1.5	**The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases** **1. Implementation of guidelines of statutory/regulatory bodies** **2. Organisation wide awareness and undertakings on policies with zero tolerance** **3. Mechanisms for submission of online/offline students' grievances** **4. Timely redressal of the grievances through appropriate committees**

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	Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. 3 of the above Remark : Observation accepted
5.2.1	**Average percentage of placement of outgoing students during the last five years** 5.2.1.1. **Number of outgoing students placed year - wise during the last five years.** Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
677	611	313	413	312

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
422	397	175	259	179

Remark : Observation accepted

5.2.2	**Percentage of student progression to higher education (previous graduating batch).** 5.2.2.1. **Number of outgoing student progressing to higher education.** Answer before DVV Verification : 224 Answer after DVV Verification: 218
5.2.3	**Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)** 5.2.3.1. **Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, *etc.*)) year-wise during last five years** Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
64	9	2	2	2

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
4	2	2	2	2

5.2.3.2. **Number of students appearing in state/ national/ international level examinations (eg: IIT/JAM/ NET / SLET/ GATE/ GMAT/CAT,GRE/ TOEFL/ Civil Services/ State government examinations) year-wise during last five years**
Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16

5.3.1	**Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**
	5.3.1.1. Number of awards/medals won by students for outstanding performance in sports / cultural activities at inter-university / state / national / international events (award for a team event should be counted as one) year - wise during the last five years.

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
31	25	48	18	5

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
21	19	26	12	5

Remark : Observation accepted

6.3.4	**Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).**
	6.3.4.1. Total number of teachers attending professional development Programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes year wise during last five years

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
179	165	131	129	117

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
121	132	119	103	98

Remark : Observation accepted

6.5.3	**Quality assurance initiatives of the institution include:**
	1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements** 2. **Collaborative quality initiatives with other institution(s)** 3. **Participation in NIRF** 4. **Any other quality audit recognized by state, national or international agencies (ISO Certification)**

	Answer before DVV Verification : All of the above Answer After DVV Verification: 3 of the above
7.1.6	**Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:** 1. **Green audit** 2. **Energy audit** 3. **Environment audit** 4. **Clean and green campus recognitions / awards** 5. **Beyond the campus environmental promotion activities** Answer before DVV Verification : A. Any 4 or all of the above Answer After DVV Verification: B. 3 of the above Remark : Observation accepted
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.** 1. **The Code of Conduct is displayed on the website** 2. **There is a committee to monitor adherence to the Code of Conduct** 3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff** 4. **Annual awareness programmes on Code of Conduct are organized** Answer before DVV Verification : A. All of the above Answer After DVV Verification: C. 2 of the above Remark : Observation accepted

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of programs offered year-wise for last five years** Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
39	37	28	28	24

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
34	32	23	23	21

2.1	**Number of students year-wise during last five years** Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
3586	3344	2677	2292	2012

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
3989	3344	2677	2292	2012

| 3.2 | **Number of full time teachers year-wise during the last five years** |

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
182	166	145	132	118

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
207	166	145	132	118