



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

HINDUSTHAN COLLEGE OF ARTS AND SCIENCE

**HINDUSTHAN COLLEGE OF ARTS AND SCIENCE, HINDUSTHAN GARDENS,
BEHIND NAVA INDIA**

641028

www.hicas.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

About the institution

Hindusthan College of Arts & Science was founded by Hindusthan Educational & Charitable Trust in 1998, with the primary objective of providing education for deserving students irrespective of caste and creed. It started functioning in August 1998 with a focus towards providing best education. Embraced by serene nature, world-class infrastructure and excellent learning environment, Hindusthan College of Arts & Science stands out in academic excellence and is most preferred among the best colleges. During 1998, the college had a strength of only 118 students with four undergraduate programmes such as Commerce, Computer Science, Corporate Secretaryship and Business Management, but today after over two decades, the college has grown in its size and stature, from 118 to 8218 students who pursue their UG, PG & Research programmes. At present, the college is offering 27 UG Programmes, 15 PG Programmes and 10 Research Programmes. The college occupied a prominent place in the field of higher education in the region under the leadership of a dynamic management and principal of the college. The UGC recognized the college under section 2(f) and 12(B). The college has been conferred with the Autonomous Status by University Grants Commission (UGC), New Delhi in the year 2016. Quality is always considered as primary factor in designing the curriculum, adoption of the teaching learning process, evaluation methods, reflecting the global trends and is evident from the functioning of the college and its services to the students. The college has introduced Learning Outcome Based Curriculum Framework from the academic year 2021-2022. The College management has been very magnanimous in extending financial support through scholarship to the student to the tune of more than Rs.10 crore during the last five years.

Location

The college is situated in the heart of the city in Coimbatore. The College location is 4.4 kms away from Central Bus Stand, 5.7 kms away from Railway Station, 7.6 kms away from Airport and 5.6 kms away from TIDEL Park. Hospitals, Lodging houses (including Star Hotels) and Restaurants are in close proximity to the college within a radius of 3 kms. The college is located close to National Highway 544 on the Northern side and National Highway 81 on the Southern side.

Vision

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

Mission

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

Type of the institution

The College is a self-financing autonomous college, affiliated to Bharathiar University. The college is established with a motto of serving the rural, economically and socially backward students. It is recognized by UGC and AICTE.

Credentials

- The college is recognized under DBT Star College Scheme during 2018 by granting Rs.82 Lakh and also got two year extension with a grant of Rs.28 lakhs.
- Our Institution was Ranked 75th in National Institutional Ranking Frame Work, Ministry of Education & Government of India during the year 2017
- Excellence in providing Best Environment for Campus Placements and Award by 12th ASSOCHAM National Education Summit and Edushine Excellence Awards 2019
- Our Institution has been ranked 2nd in the Grand Jury Rankings for Quality of Campus Life organized by Education World – India Higher Education Rankings 2020-2021.
- Our Institution was awarded the ‘Best Degree College Award’ for the Year 2020 by the Begin up Research Intelligence Private Limited, Bangalore
- Our Institution was awarded 3.5 star rating in Institutions Innovation Council Rankings 2020-2021.
- Our Institution is ranked #55 nationally and #18 in Tamil Nadu among private autonomous colleges in the latest Education World India Higher Education Rankings 2021-22.
- Our Institution is in the Rank band: 101-150 as per National Institutional Ranking Frame Work, Ministry of Education, and Government of India.
- Our Institution is the recipient of the National Level award from India Today under all categories among Arts and Science Colleges.
- Our Institution is recognized as one the most promising institute in India in the 22nd WORLD EDUCATION SUMMIT-2021 organized by Elets Technomedia Pvt. Ltd.,
- Our Institution is recognized in the band ‘PERFORMER’ under the category of General (Non-Technical) in ATAL Ranking of Institutions (Ministry of Education, Government of India) on Innovation Achievements (ARIIA) 2021
- The institution is recognized as SIRO by DSIR

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

In an institution, strengths and weaknesses are usually considered as internal factors, while opportunities and challenges are considered as external factors. Internal factors are viewed as strengths or weaknesses depending upon their effect on the objectives of the Institution.

Institutional Strength

- The college is located in the heart of the city.
- High Brand Value for the College in the region.
- Hosting state-of-the-art facilities for teaching, learning, research, sports, hostel, students’ recreation.
- Introduction of Industry Integrated Programmes and Courses.
- Promotion of ethical, human value through curriculum integration.

- Extension Activities has been as an integral feature of the Institution
- An average of 64% of the outgoing students get placements
- Several MOUs signed with National and Global Institutions.
- Global Immersion Programme is offered as part of providing international exposure to Students and Staff members.
- Scholarship provided to the students by the management amounting to Rs.2.06 Crore on an average.
- Modern infrastructure including facilities like hi-tech seminar halls, auditorium, digital classrooms, etc.,
- Green, eco-friendly and peaceful campus having a perfect ambience for learning and research
- Examination process is integrated with technology through ERP.
- Administration has been decentralized with well-established administrative, academic policies and procedures.

Institutional Weakness

Institutional Weakness

Focus on weaknesses is one of the important ways to negate them and strengthen the institution. The following weak areas are identified and on which the college is making efforts to address them:

- Students Fees is a major source of revenue inflow, the dependency on student fee is inevitable.
- Limited Research Funding for self-financing colleges.
- Slow progress in IPR related activities.
- International research fellowships
- Less Collaborative research

Institutional Opportunity

Institutional Opportunities

- Focus on Entrepreneurial culture among students and Incubation.
- Using the strong linkages with the alumni and leveraging the network for better engagements with industry, development projects, consultancy works etc.,
- Garnering more funds (for example, through CSR funding) for community projects.
- Favorable Industrial Trends.
- Promoting Start-ups
- Strengthening of the industry-academia connect

Institutional Challenge

Institutional Challenges

- Acute Competition
- Improving and maintaining the different rankings.

- Developing academic seriousness among students
- Augmenting research funding
- Collaborative projects by the faculty members
- Frequent Technology Upgradation

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Industry Integrated Programmes and Courses

In view of preparing our students to be industry ready, the college has introduced new programmes and industry integrated programmes. The integrated programmes such as B.Sc., Computer Science with Cognitive System, B.Voc., in Graphic Design, B.Com (Professional Accounting) were introduced in association with TCS, MAAC and ACCA respectively. The college is also associated with IBM, Microsoft and Google and introduced Industry Integrated Courses in the disciplines of computer science such as B.Sc Computer Science, BCA, B.Sc CT and B.Sc IT for enhancing the competency of the students.

Learning Outcome based Curriculum Framework (LOCF)

In tune with the developments, the college has introduced Learning Outcome based Curriculum Framework during the academic year 2021-2022 to promote effective teaching learning process and develop innovative thinking, analytical and problem solving skills. The Curriculum is regularly revised and updated based on the feedback of the stakeholders. The curriculum and syllabus are framed in such a way that they have a greater relevance to the ever changing local, national, regional and global developmental needs. It is visible in practice and they are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the Programmes offered in the College. The college has integrated the crosscutting issues relevant to professional ethics, gender equity, human values, environment and sustainability in to the curriculum. The college always lays emphasis on designing the courses to focus towards the development of employability / entrepreneurship skills.

Teaching-learning and Evaluation

Admission of students in the college is done in accordance with the Government and University norms. The college has 353 full time teachers, among them 153 are Ph.D., holders out of which 74 of them are recognized as research guides by Bharathiar University for guiding M.Phil and Ph.D scholars. The Student – Teacher ratio is 23:1, which facilitate effective mentoring system in the college.

Orientation and Monitoring the Progression

After admission to the programme, the students attend an orientation programme both at institutional and departmental level to familiarize them in the areas of curriculum design, teaching learning process and student support system and campus environment. Further, the Programme Outcomes and Course Outcomes for all Programmes offered by the college are well explained to the faculty members and students and these are displayed on the website of the college and the blogs of the departments.

Slow learners are provided with remedial coaching so as to enable them to keep pace with the learning process and it has helped students to complete their course. Advanced Learners are encouraged to pursue online courses, coaching classes for professional courses etc., to improve their competency and enhance their skills.

Content Delivery Aspects

Apart from the traditional teaching methods, the college lays emphasis on making the delivery method as student centric such as experiential learning, participative learning and learning of problem solving skills in teaching learning process that make the learning experiences more attractive. The use of ICT enabled tools in the teaching and learning process improves the efficacy and the inclusion of online resources support the teaching learning process and enhances the quality.

Evaluation Aspects

The college scrupulously follows the academic calendar, which notifies the important activities, dates and examination related information to the staff members and students. Over the years, the increased use of IT integration and implementation of various reforms in the examination procedures and evaluation processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the efficiency and accuracy of the Examination Management System (EMS) of the college.

Research, Innovations and Extension

The college is committed towards the promotion of research culture among the staff members and the students. The college has a well defined research policy for promoting research and it has been communicated to the research departments and its implementation is keenly followed by the Research Coordination Committee and it is also uploaded on the college website.

The Research, Innovations and Extension during last five years are summarized and listed below-

- The college nurtures research culture by providing seed money to promote viable research ideas and implement the same. The college has sanctioned a seed money which amounts to Rs.10.29 lakh for 80 research proposals submitted by the faculty members.
- The college has also received funding from various Government and non-governmental funding agencies for research projects amounting to Rs.1.48 crore. 74 staff members of our college have been recognized as research guides by Bharathiar University. No of Patents filed by the faculty members totaling to 6.
- The College has organized 245 workshops/seminars relating to Research Methodology, Intellectual Property Rights (IPR), entrepreneurship and skills development. The number of seminars and conferences attended by faculty members totaling to 534 for which management share the expenses in this regard. The faculty members have published 968 papers in reputed journals and contributed for 403 books and chapters in edited volumes & conference proceedings.
- The college has generated Rs.28.17 Lakh as revenue from consultancy and corporate training
- The college has conducted 695 extension activities as a part of rural development by involving the

students of NSS and NCC.

- 96 awards and recognition were received by the Institution, teachers and students for extension activities from Government / Government recognised bodies
- 3483 Collaborative activities were undertaken for research, faculty exchange, student exchange, internship, on-the-job training and project work.
- 126 MoUs were signed and effectively implemented for providing training, internship, project work and hands-on experience in their respective domains with institutions of national, international importance, universities, industries, corporate houses etc.

Infrastructure and Learning Resources

Physical Facilities

The college is situated in the heart of the city in a sprawling eco-friendly campus of 17.11 acres, with a built-in area of 7,03,745 sq.ft. consisting of 6 academic blocks (Block A to F) and separate hostels for boys and girls. There are 182 spacious and well-ventilated classrooms across these blocks with elevator facility for the physically challenged and water doctors in every floor. The college has 29 laboratories and 21 computer labs, library, administrative office, Principal office, 8 seminar halls, a modern auditorium with AC, an open auditorium, an amphi theatre and staff rooms.

Library

The Library of our college is well stacked with 50559 books, subscription of 123 journals & periodicals with sufficient e-resources. Library is automated with integrated Library Management Software in which OPAC facilitates the access to the entire library database. Digital repository of the library provides e-books, e-journals, and e-database through N-List. IRINS web-based Research Information Management (RIM) service is integrated with academic identities such as ORCID ID, Scopus ID, Researcher ID, Microsoft Academic ID, Google Scholar ID to exhibit the research accomplishments of the faculty. The college has also subscribed to Indiastat, the most comprehensive e-resource of socio-economic statistical information of India. The library has an exclusive collection of books to support students who are preparing for competitive examinations

IT Infrastructure

The college has 1488 computers with Least Line Internet Connectivity of 500 Mbps bandwidth on 24X7 along with Wi-Fi facility.

Sports Facilities

The college has a playground with 200M track for athletic events and a playground to conduct sports events like Cricket, Football, Volleyball, Basketball, Ball Badminton and Kabaddi. The indoor games such as Carrom, Table-Tennis, Chess and Shuttle are also made available to the students.

Laboratories

The college has 29 laboratories and 21 computer labs equipped with the necessary hardware and software and a leased line of 500 mbps bandwidth to provide internet access to the students.

Transport

The College operates six buses to support the requirements of day students from different parts of the city, nearby towns and villages in Coimbatore and Kerala State.

Student Support and Progression

Financial Support

During last five years,

- The college has facilitated the students to avail scholarships offered by the Government to the tune of around Rs.10 Lakh (average).
- The college has provided a management scholarship of Rs. 11.08 crore with an average of around Rs. 2.21 crore per year.
- The college also helped the students to get scholarships from non-government agencies which amounted to Rs.21.07 lakh.

The Management of the college was very magnanimous enough to provide scholarship of around Rs.3.5 crore during the academic year 2020-2021.

Skill Development

For upgrading various skills of the students, the college regularly conducts various activities capacity development and skills enhancement which aim at improving students' capability. During the last five years, 738 activities were organized in the areas of training on enhancing soft skills, language and communication skills, Life skills (Yoga, physical fitness, health and hygiene) and awareness of trends in technology. The college has organized department wise guidance programmes for competitive examinations and career counseling and in this 219 programmes were organized during the last five years. The college is very keen on listening to the students regarding their grievances and take suitable steps to implement the guidelines of the statutory/regulatory bodies in this regard.

Student Progression

The placement team is very active in conducting on campus placement drives frequently and also helps students to participate in off campus placement drives also. On an average, 64.09% of outgoing students have been placed during the last five years. From the previous graduating batch, 392 Students have opted for pursuing higher education. During the last five years, 133 students have qualified in state/ national/ international level examinations. During the last five years, around 328 students have brought laurels to the college by receiving awards / medals for outstanding performance in sports /cultural activities at various levels of competitions and events.

Alumni Engagement

The Alumni Association of our College was formed in 2014. It is a registered body under Tamil Nadu Societies Registration Act, 1975. It is an active association which conducts meetings regularly and by itself and through its chapters contributes immensely to the overall growth and development of the college.

Governance, Leadership and Management

The vision and mission of the college clearly guides us in all our academic endeavors. It is evident for the clarity of action and the effectiveness of the leadership. The college promotes decentralized participatory management in academic and administrative activities and strategic planning. The staff members are also involved in the formulation of strategic plans and implementation. Feedback from the stakeholders is also considered important in taking important decisions. The strategic plan is effectively deployed and focuses on incorporating innovative teaching methodologies, research activities, etc., for enhancing the quality of education. The college has implemented e-governance in the areas of operation covering administration, finance and accounts, students admission and support and examination. The college provides various welfare measures for the benefit of teaching and non-teaching staff members in addition to mandatory requirements.

The IQAC along with various committees monitors and reviews the academic progress of the college to ensure quality in education. It constantly encourages faculty members in adoption of novel and innovative methods in the teaching learning process and in the usage of ICT Tools. In this regard, in association with different committees in the college, it regularly organizes workshops, hands-on training, seminars and faculty development programmes. To assure the quality, IQAC organizes regular meetings of Internal Quality Assurance Cell (IQAC), collaborates to implement quality initiatives with other institution(s), supports the college for participation in NIRF and helps for ISO Certification. The college conducts internal and external financial audits regularly to ensure the fulfillment of statutory requirements.

Institutional Values and Best Practices

The college organizes numerous programmes to promote Gender Equity, Environmental Consciousness, Human Values and Professional Ethics, commemorating important days for promotion of universal Values and Ethics. The college gives importance to environmental conservation responsibilities and embraces the principle of sustainable development. To ensure the environmental impact, several initiatives have been taken through organizing seminars, workshops, guest lectures, industrial visits, field visits for students of all programmes. Commemorative Days like World Environment Day, Teacher's Day, World Students Day, International Yoga Day, World Wildlife Day, World Aids Day, Women's Day, Human Rights Day etc., are celebrated every year. The college is set in a serene and green environment with the existence of a large number of trees in and around the campus. Energy conservation strategies like use of LED lights and solar heaters in the hostels are also implemented, conservation of water resources through rainwater harvesting is also practiced. The college adopts a waste management system scientifically to cover solid waste, liquid waste etc. The college regularly undertakes numerous initiatives for conducting various activities in order to facilitate intellectual and mental development, physical development, emotional development and social development of the students as a part of holistic development of the students which we consider as one of the best practices of the college. Another best practice we follow is providing opportunities for the students for digital learning. The main objective is to bring students under the digital era and for this purpose the college creates awareness and motivates them towards digital learning practices such as introduction of value added courses, online courses etc.,. Also, as a

distinctive practice, our college provides scholarships to the students from economically and socially backward and that amounts to Rs.11.08 crore during the last five years. The college lays a great emphasis on the all-round development of the students and regularly revise the curriculum and updates the syllabus of the courses offered. Contents relating gender equity, environmental consciousness, research ethics, human values and professional ethics are also incorporated in the syllabus of various courses to exhibit the importance of institutional values.

NAAC

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	HINDUSTHAN COLLEGE OF ARTS AND SCIENCE
Address	Hindusthan College of Arts and Science, Hindusthan Gardens, Behind Nava India
City	COIMBATORE
State	Tamil Nadu
Pin	641028
Website	www.hicas.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	A. Ponnusamy	0422-4440555	8012755001	-	hicas@hindusthan.net
IQAC / CIQA coordinator	R. Rajesh	0422-4440500	9843587777	-	iqac@hindusthan.net

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of Establishment, Prior to the Grant of	06-07-1998

'Autonomy'	
Date of grant of 'Autonomy' to the College by UGC	16-06-2016

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	12-08-2005	View Document
12B of UGC	18-10-2013	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	25-06-2021	12	Approval is given every year

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?	Yes
If yes, name of the agency	Department of Biotechnology Ministry of Science and Technology
Date of recognition	16-03-2018

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Hindusthan College of Arts and Science, Hindusthan Gardens, Behind Nava India	Urban	17.11	65403.81

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	BA,English	36	Pass in Higher Secondary	English	60	20
UG	BCom,Commerce	36	Pass in Higher Secondary	English	138	130
UG	BSc,Computer Science	36	Pass in Higher Secondary	English	60	0
UG	BSc,Computer Science	36	Pass in Higher Secondary	English	207	132
UG	BSc,Biotechnology	36	Pass in Higher Secondary	English	69	36
UG	BSc,Microbiology	36	Pass in Higher Secondary	English	69	43
UG	BSc,Food Processing Technology And Management	36	Pass in Higher Secondary	English	60	24
UG	BSc,Mathematics	36	Pass in Higher Secondary	English	60	14

UG	BSc,Costume Design And Fashion	36	Pass in Higher Secondary	English	69	67
UG	BSc,Catering Science And Hotel Management	36	Pass in Higher Secondary	English	69	51
UG	BSc,Electronics	36	Pass in Higher Secondary	English	60	0
UG	BSc,Physics	36	Pass in Higher Secondary	English	60	13
UG	BSc,Visual Communication	36	Pass in Higher Secondary	English	69	66
UG	BSc,Visual Communication	36	Pass in Higher Secondary	English	60	47
UG	BCA,Computer Applications Ug Bca	36	Pass in Higher Secondary	English	207	195
UG	BSc,Social Work	36	Pass in Higher Secondary	English	60	47
UG	BSc,Information Technology	36	Pass in Higher Secondary	English	138	133
UG	BSc,Information Technology	36	Pass in Higher Secondary	English	60	0
UG	BSc,Computer Technology	36	Pass in Higher Secondary	English	138	127
UG	BCom,Commerce With Computer Applications	36	Pass in Higher Secondary	English	207	194
UG	BCom,Com	36	Pass in	English	60	0

	merce With Computer Applications		Higher Secondary			
UG	BCom,Com merce With International Business	36	Pass in Higher Secondary	English	60	49
UG	BCom,Com merce With Professional Accounting And Accounting And Finance	36	Pass in Higher Secondary	English	138	120
UG	BCom,Com merce With Professional Accounting And Accounting And Finance	36	Pass in Higher Secondary	English	138	103
UG	BCom,Com merce Information Technology And Banking And Insurance	36	Pass in Higher Secondary	English	138	123
UG	BCom,Com merce Information Technology And Banking And Insurance	36	Pass in Higher Secondary	English	69	59
UG	BCom,Com merce With Corporate Secretaryshi p	36	Pass in Higher Secondary	English	120	91
UG	BBA,Busine ss Administr ation Ug Bba	36	Pass in Higher Secondary	English	138	123

UG	BSc,Computer Science With Cognitive Systems	36	Pass in Higher Secondary	English	69	60
UG	BVoc,Graphic Design	36	Pass in Higher Secondary	English	60	46
UG	BBA,Business Administration Ug Bba Ca	36	Pass in Higher Secondary	English	138	123
UG	BBA,Business Administration Ug Bba Ca	36	Pass in Higher Secondary	English	69	62
PG	MA,English	24	Degree Pass	English	60	41
PG	MSc,Computer Science	24	Degree Pass	English	60	58
PG	MSc,Biotechnology	24	Degree Pass	English	50	42
PG	MSc,Microbiology	24	Degree Pass	English	50	50
PG	MSc,Mathematics	24	Degree Pass	English	60	39
PG	MSc,Costume Design And Fashion	24	Degree Pass	English	50	25
PG	MSc,Electronics	24	Degree Pass	English	50	16
PG	MSc,Physics	24	Degree Pass	English	40	40
PG	MSc,Visual Communication	24	Degree Pass	English	50	44
PG	MSW,Social Work	24	Degree Pass	English	60	59
PG	MSc,Information	24	Degree Pass	English	60	49

	Technology					
PG	MCom,Com merce With Computer Applications	24	Degree Pass	English	60	49
PG	MCom,Com merce With International Business	24	Degree Pass	English	60	60
PG	MBA,Busine ss Administr ation Pg Mba	24	Degree Pass	English	240	238
PG	MCA,Comp uter Applications Pg Mca	24	Degree Pass	English	90	90
Doctoral (Ph.D)	PhD or DPhil,Englis h	36	PG Degree Pass	English	24	19
Doctoral (Ph.D)	PhD or DPhi l,Commerce	36	PG Degree Pass	English	50	50
Doctoral (Ph.D)	PhD or DPhi l,Computer Science	36	PG Degree Pass	English	50	34
Doctoral (Ph.D)	PhD or DPhi l,Biotechnol ogy	36	PG Degree Pass	English	6	1
Doctoral (Ph.D)	PhD or DPhi l,Microbiolo gy	36	PG Degree Pass	English	40	24
Doctoral (Ph.D)	PhD or DPhi l,Mathematic s	36	PG Degree Pass	English	8	6
Doctoral (Ph.D)	PhD or DPhi l,Electronics	36	PG Degree Pass	English	8	7
Doctoral (Ph.D)	PhD or DPhil,Visual Communicat ion	36	PG Degree Pass	English	16	13

Doctoral (Ph.D)	PhD or DPhil, Social Work	36	PG Degree Pass	English	10	5
Doctoral (Ph.D)	PhD or DPhil, Business Administration Pg Mba	36	PG Degree Pass	English	40	36
Pre Doctoral (M.Phil)	MPhil, English	12	PG Degree Pass	English	7	2
Pre Doctoral (M.Phil)	MPhil, Commerce	12	PG Degree Pass	English	60	0
Pre Doctoral (M.Phil)	MPhil, Computer Science	12	PG Degree Pass	English	60	0
Pre Doctoral (M.Phil)	MPhil, Biotechnology	12	PG Degree Pass	English	24	0
Pre Doctoral (M.Phil)	MPhil, Microbiology	12	PG Degree Pass	English	25	0
Pre Doctoral (M.Phil)	MPhil, Mathematics	12	PG Degree Pass	English	30	1
Pre Doctoral (M.Phil)	MPhil, Electronics	12	PG Degree Pass	English	5	0
Pre Doctoral (M.Phil)	MPhil, Visual Communication	12	PG Degree Pass	English	8	0
Pre Doctoral (M.Phil)	MPhil, Social Work	12	PG Degree Pass	English	15	0
Pre Doctoral (M.Phil)	MPhil, Business Administration Pg Mba	12	PG Degree Pass	English	60	0

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	50				60				243			
Recruited	23	27	0	50	30	30	0	60	61	182	0	243
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				100
Recruited	46	54	0	100
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				0
Recruited	27	3	0	30
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/LLD/DM/MCH	1	0	0	0	0	0	0	0	0	1
Ph.D.	22	27	0	26	24	0	12	41	0	152
M.Phil.	0	0	0	3	5	0	27	107	0	142
PG	0	0	0	1	1	0	22	34	0	58
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	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
UG	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/LLD/DM/MCH	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
UG	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	5106	343	0	0	5449
	Female	1277	88	0	0	1365
	Others	0	0	0	0	0
PG	Male	976	116	0	0	1092
	Female	374	117	0	1	492
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	69	7	0	0	76
	Female	124	9	0	1	134
	Others	0	0	0	0	0
Diploma	Male	37	0	0	0	37
	Female	2	0	0	0	2
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
Pre Doctoral (M.Phil)	Male	1	0	0	0	1
	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	284	219	261	226
	Female	85	75	73	87
	Others	0	0	0	0
ST	Male	4	6	5	8
	Female	1	0	3	1
	Others	0	0	0	0
OBC	Male	1929	1797	1968	2017
	Female	483	536	535	622
	Others	0	0	0	0
General	Male	199	209	203	213
	Female	84	119	110	102
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		3069	2961	3158	3276

2.3 EVALUATIVE REPORT OF THE DEPARTMENTS

Department Name	Upload Report
Biotechnology	View Document
Business Administration Pg Mba	View Document
Business Administration Ug Bba	View Document
Business Administration Ug Bba Ca	View Document
Catering Science And Hotel Management	View Document
Commerce	View Document
Commerce Information Technology And Banking And Insurance	View Document
Commerce With Computer Applications	View Document
Commerce With Corporate Secretaryship	View Document
Commerce With International Business	View Document
Commerce With Professional Accounting And Accounting And Finance	View Document
Computer Applications Pg Mca	View Document
Computer Applications Ug Bca	View Document
Computer Science	View Document
Computer Science With Cognitive Systems	View Document
Computer Technology	View Document
Costume Design And Fashion	View Document
Electronics	View Document
English	View Document
Food Processing Technology And Management	View Document
Graphic Design	View Document
Information Technology	View Document
Mathematics	View Document
Microbiology	View Document
Physics	View Document
Social Work	View Document
Visual Communication	View Document

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	<p>The institution is moving towards implementing the National Educational Policy 2020 (NEP 2020). In view of the several developmental changes suggested in the NEP, the following initiatives are taken with regard to Multidisciplinary/interdisciplinary approach. To prepare our students to be industry ready, the college has introduced industry integrated programmes. The integrated programmes such as B.Sc., Computer Science with Cognitive System, B.Voc., in Graphic Design, B.Com (Professional Accounting) were introduced in association with TCS, MAAC and ACCA respectively. The college is also associated with IBM, Microsoft and Google and introduced Industry Integrated Courses in the disciplines of computer science such as B.Sc., Computer Science, BCA, B.Sc., (Computer Technology) and B.Sc., (Information Technology) for enhancing the competency of the students. Further, 13 Core Elective papers were introduced in MBA Programme to provide multi-disciplinary knowledge. 14 Open Electives are also offered in the UG Programmes for enabling students to possess multi-disciplinary knowledge. Apart from this, the departments also offer interdisciplinary courses to the students of other departments. The DBT recognized our college under DBT Star Scheme involving 4 departments viz., Biotechnology, Microbiology, Mathematics and Computer Science. Through this scheme, various activities were conducted to promote academic and research engagements as a part of multidisciplinary/interdisciplinary approach. The college also regularly organizes Conferences, seminars, and workshops in order to encourage interdisciplinary approach. The Management is running multi-specialty hospitals and engineering colleges through which the college is engaging in multi-disciplinary research in the area of Herbal Drugs Formulation, Food processing and preservation, etc., which leads to solving the local community issues. The College is planning to offer flexible curriculum that enables multiple entry and exit from the next academic year by appropriately revising the regulations.</p>
2. Academic bank of credits (ABC):	The institution is waiting for the approval of the State

	<p>Government and initiative from the affiliating University for registration under the ABC. The college is getting ready towards digitalizing the certificates of students for uploading in the ABC portal. As suggested in the National Education Policy 2020 (NEP 2020), the students will be given freedom to study in any institution across the country at their choice. To enable the credit transfer and joint degrees through collaborations and internationalization of its education, the college has signed MOUs with Indian Universities and 6 Foreign Universities. For the effective implementation of the above, the college has flexible choice based credit system and Outcome Based Education in its regulations. Further, the credits earned by the students in the online portal like NPTEL, SWAYAM, COURSERA, UDEMY, SPOKEN TUTORIAL etc., are considered for award of degree, as approved by the Academic Council. The college is taking steps to move towards the above process in order to be viable for implementation from the academic year 2022-2023.</p>
3. Skill development:	<p>The college has introduced several courses for skill development of the students. Skill development consist of enhancement of competency skills and employability skills. In order to enhance the competency skills in line with National Skills Qualifications Framework (NSQF), 24 courses are offered in UG programmes covering Skill Enhancement Courses (SEC), Ability Enhancement Compulsory Courses (AECC) and Ability Enhancement Electives (AEE). Whereas 13 courses are offered in PG programmes covering Skill Enhancement Courses (SEC) and Ability Enhancement Electives (AEE). To focus on providing employability skills, the college offers 152 value added and vocational courses for UG and PG programmes. Also, the college has introduced B.Voc course (under UGC special scheme) in Graphic Design as an initiative to promote the vocational education. The value added courses and vocational courses are introduced mainly for enhancing the employability of the students. Industry Veterans from IBM, MAAC, CII, Microsoft and TCS are engaged in providing vocational skills in various programmes such as B.Sc Computer Science, B.Sc Information Technology, B.Sc Computer Technology, BCA, BBA Logistics, B.Voc, B.Sc Computer Science with</p>

	<p>Cognitive System, B.Sc Visual Communication and B.Sc Animation and Visual Effects. The college also, through Corporate Relations Team (CRT), conducts mock interviews and pre-placement training as a part of skill development programme.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>For integration of Indian Knowledge System, the college offers teaching of Indian languages such as Tamil, Malayalam and Hindi under Part I of the syllabi of the undergraduate programmes. All the three courses are unique in nature and the coverage of syllabus for teaching is comprehensive and exhaustive in nature and are given equal importance. The syllabus for three courses are prepared in such a way that the content exhibits not only literary aspects but also lessons for life. The teachers integrate Indian knowledge system through teaching by way of storytelling and poetry. The departments have prepared the syllabus which covers not only subjects of core value but also culture values. The teachers teach the value system that exist in Indian tradition and social life. In this context, the departments organize exhibitions where in the items, materials etc., used by our ancestors are displayed. The students are also given knowledge about heritage through participation in heritage tours to the places of historical importance. The college is conducting cultural events regularly in order to inculcate cultural and social values in the minds of students. Further, the college also organises regional level cultural events for exhibiting the talents of students and for providing opportunities for students to learn cultural system of the respective region. To promote integration of Indian knowledge system, the college uses the knowledge centre of IIT Bombay through which several students have registered and completed online courses. Regular yoga classes are conducted in our college and further they are also conducted through online. For the benefit of students who hail from remote villages and undergone vernacular medium of study till class 12 education, the college provides class room delivery in bilingual mode.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>The college has introduced Outcome Based Education (OBE) from the academic year 2020-2021, which is a student-centered learning model, that gives prominence to what should be attained by the students on the completion of the programmes. The teacher and the learner have a clear understanding of</p>

	<p>the objectives to be achieved at each level, leading to the students' progression. It focuses on measuring student performance i.e. outcomes at different levels based on graduate attributes. The graduate attributes define the characteristics of a student's degree programme(s), and describe a set of characteristics/competencies that are transferable beyond study of a particular subject. Graduate attributes are fostered through meaningful learning experiences made available through the curriculum, the experiences of the college and process of critical and reflective thinking. The Programme Outcomes (POs) and Course Outcomes (COs) are derived to achieve Graduate Attributes. Programme Educational Objectives (PEOs) and Programme Outcomes are framed based on the skills and knowledge that the student is expected to achieve in the respective programmes. Course Outcomes are designed based on the knowledge that the student is expected to gain, and the ability to apply the knowledge gained at the end of a particular course. The Course Outcomes (COs) are mapped with Programme Outcomes. Clearly drafted COs of each course will be correlated to the defined POs of the particular programme, which encompass the Graduate Attributes, Vision and Mission of the college. The Learning Outcomes-based Curriculum Framework (LOCF) is based on the premise that every student and graduate is unique. Each student or graduate has his/her own characteristics in terms of previous learning levels and experiences, life experiences, learning styles and approaches to future career related actions. The graduate attributes reflect disciplinary knowledge and understanding, generic skills, including global competencies, which all students in different academic fields of study should acquire/attain and demonstrate.</p>
6. Distance education/online education:	<p>The college serves as Learner Support Centre (LSC) for Bharathiar University which permits admission of students in various courses of distance education. The college is authorized to conduct classes for students admitted in distance education programmes. Also, it serves as coordinating centre between University and the students. The students are admitted and studying various courses of distance education of Bharathiar University. The college is also serving as distance education centre for Bharathidasan University and</p>

University of Madras. The college is also serving as resource centre for Annamalai University by conducting contact classes for distance education students and examination for the same. The students admitted in PG programme of our college are encouraged to opt for additional PG programme of these Universities under distance education mode. The college, through this way, engage the students in a productive manner and keep themselves in knowledge development and in the enhancement of their competencies.

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Extended Profile

1 Program

1.1

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
44	42	40	39	38
File Description		Document		
Institutional data in prescribed format		View Document		

1.2

Number of departments offering academic programmes

Response: 28

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
8218	8518	8604	7973	7282
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
2988	3060	2719	2465	2436
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

2020-21	2019-20	2018-19	2017-18	2016-17
7808	7757	7435	7352	6796
File Description		Document		
Institutional data in prescribed format		View Document		

2.4

Number of revaluation applications year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
21	37	145	152	65

3 Teachers

3.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
1861	1162	1046	1020	991
File Description		Document		
Institutional data in prescribed format		View Document		

3.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
353	323	314	274	251
File Description		Document		
Institutional data in prescribed format		View Document		

3.3

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
353	323	314	274	251
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

2020-21	2019-20	2018-19	2017-18	2016-17
3628	3621	3706	3716	3237
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

2020-21	2019-20	2018-19	2017-18	2016-17
1239	1207	1173	1150	1108
File Description		Document		
Institutional data in prescribed format		View Document		

4.3

Total number of classrooms and seminar halls

Response: 192

4.4

Total number of computers in the campus for academic purpose

Response: 1488

4.5

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

2020-21	2019-20	2018-19	2017-18	2016-17
1546.49	702.85	821.90	1989.99	632.69

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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 curricula developed/adopted have relevance to the regional/national/global developmental needs with distinct and informed learning objectives and outcomes at both programme and course levels. Major revision of curriculum is planned to be carried out every three years and minor revisions are carried out as and when required and influenced by regulatory requirements and industry needs.

The following are applied as a yardstick for revision of programmes and courses:

- 1.Feedback from Industry on contemporary trends, notify new demands of the industry
- 2.Norms/Requirements and standards of relevant statutory, regulatory, and accreditation bodies
- 3.Structured feedback from stakeholders like students, alumni, employers, parents, and teachers
- 4.Consultation with the members of the Board of Studies.
- 5.Syllabus of reputed national/international institutions/Universities are used as benchmarks.

For the academic year 2020-2021, an Outcome-based education (OBE) was brought into effect that center apiece of the courses around outcomes. Each student can accomplish the goal of the outcome as they are winding up the course. Moreover, classes being other than physical approach, upon the emergence of online teaching platform i.e., Google classroom; where students fall in learning even healthier than ever as a means of student-centric education, ensuing assessments can help students attain the specified outcomes. Thus, the targeted outcomes are ensured from the role of faculty which assures through adaption as the instructor, facilitator, consultant, and mentor.

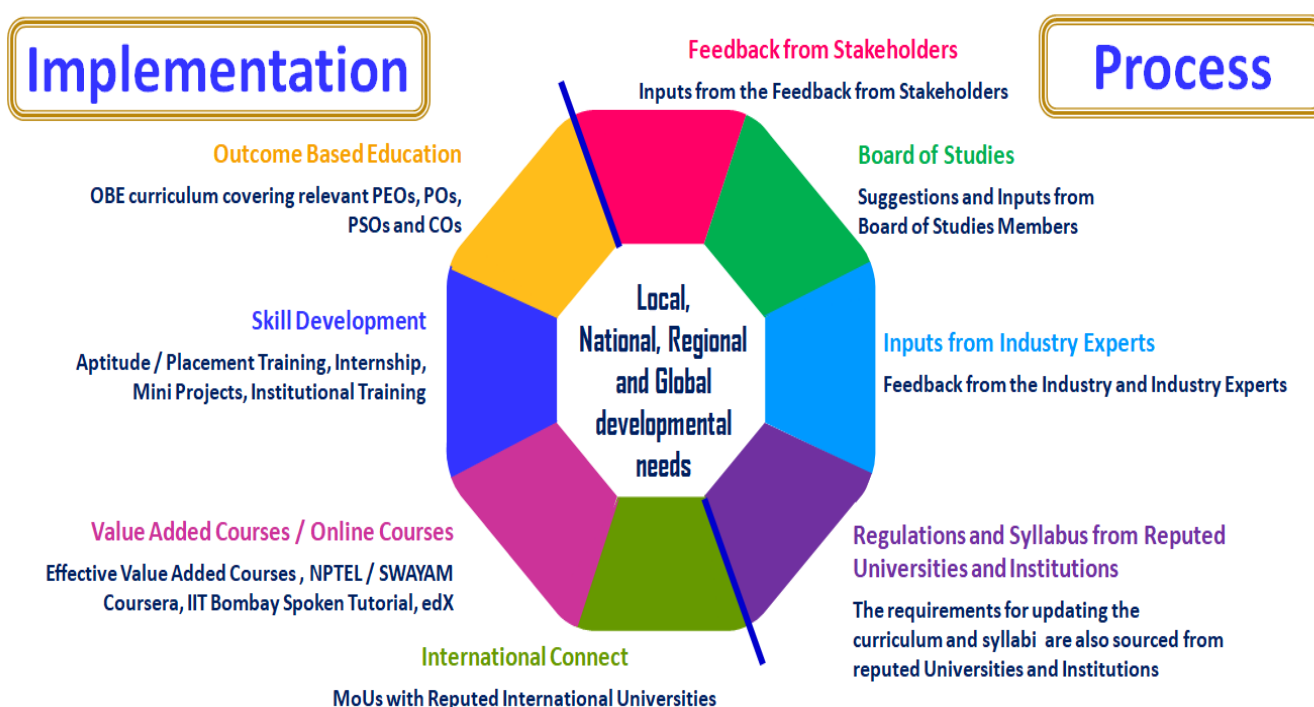
The curricula are inclusive of various skills: Life skills such as Communication and interpersonal skills, Assertiveness and equanimity, Creative thinking and critical thinking, decision-making and problem-solving, Self-awareness, and empathy.

Internship/Institutional training, as well as Mini project and project work, are strengthening components of both UG and PG curriculum for unleashing the research potential of students for journal reviews, thesis writing leading to full-fledged research paper writing thus fulfilling the outcome through collaborating with foreign universities for students and faculty exchange. Vale added course; an extra period dedicated to making a channel towards Entrepreneurship and in fact value addition upon their regular curriculum. Syllabi are prepared in such a way as to help achieve the outcome. Elective courses are essential incorporation to offer students the prospect to learn on their way, such independence assuring the important life skills that are destined to stick with them even stronger.

Online courses offered in collaboration with different National and International online platforms such as NPTEL, SWAYAM, Coursera, IIT Bombay, TCS, etc., are a few exemplary online platforms-based pedagogies, which support students to go and find unlimited possibilities of learning beyond any scopes confined.

Aptitude/placement-based training is a quintessential feature in the curriculum to back for their competitive exam and campus placement. More placements each year encourages the benevolent feature of this course. Student Development Record and extension activities encompass curricular and co-curricular activities such as Games, Quizzes, competitions, etc., in collaboration with NSS, NCC, and various Clubs with a vested interest of students, and to find in them and explore their real talent.

Curricula Development and Relevance



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

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

Response: 100

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

Response: 42

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

Response: 42

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

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

Response: 76.18

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

2020-21	2019-20	2018-19	2017-18	2016-17
889	407	1028	1018	991

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: 64.35

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

Response: 1507

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

Response: 2342

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: 95.45

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

Response: 42

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:

The institution has a strong lineage of mainstreaming socio-cultural issues in its curriculum and pedagogy. It has always focused on issues like disparity in Gender, Community, Caste existence as well as, actively committed to made aware of the concept of Sustainable Environment, Virtue of Human value, and Professional ethics into the curriculum to evoke awareness, adopt, exercise, and discharge in the greatest interests of the environment and society.

Gender issues

Various issues relating to gender sensitization are a part of the curriculum in many courses and are discussed in various facets which include Gender Equality, Addressing the issues relating to Women & Children with a disability, Role of the National Commission for Women, Human Rights Issues relating to Women and Children, Social Legislation relating to Women and Children, The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013, Protection of Women from Domestic Violence Act, 2005, Status of Women and Empowerment, Development of Women Entrepreneurs and Rural Entrepreneurs, Impact of Disaster on Women, Children, Aged and others, women labor and construction workers, Constitutional provisions to safeguard the interest of women, Women Studies, Gender Bias in Workplace. Orientation programmes for Faculty and students are organized paving constant insistence on the issue being addressed and getting sorted out.

Environment and Sustainability

Course on Environmental Studies is offered in line with the recommendation from UGC and Bharathiar University. Students are enlightened over the issues about environmental protection, conservation, and self-sustenance, and Sapling drives by periodically organizing awareness programmes and campaigns through NSS, Eco Club, and other clubs of various Departments.

To spread awareness on Environmental protection and sustainability; Events are conducted on World Environment Day, International Day for Biological Diversity, United Nations Day, World Tsunami Day in coherence with the theme-driven by the Government of India. To impart the importance of Geography, History, Civics, General Science, and Current Affairs, a compulsory paper titled General Awareness with 2 credits is included in all the UG Courses.

Human Values and Professional Ethics:

Value Education – Human Rights is offered as a compulsory paper in the curriculum with two credits in which, apart from classroom activities students can attend guest lectures, seminars, etc., organized to guide the virtues to reckon the human element. The college is also socially committed to associating itself with society by extending the helping hands through blood donation camps, health awareness camps, fitness camps, etc., The following contents make up the part of the regular curriculum in certain courses; include Constitution of India, and Human Rights related issues.

To enlighten the students through awareness programmes for human values, and Course contents on Yoga and Peace / Yoga for Active Life are also included in the teaching-learning process. To promote Professional Ethical practices, subject contents relating to professional ethics, advertising ethics, ethical issues in retailing are included in the curriculum in UG Programmes. The anti-ragging committee of the college effectively confines the environment as a ragging-free campus thus encouraging respect to human

values.

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Cross Cutting Issues Integrated in the Curriculum by the Institution



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: 224

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

2020-21	2019-20	2018-19	2017-18	2016-17
66	71	16	11	60

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:** 117.09**1.3.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
15232	11263	7512	7256	6523

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:** 32.42**1.3.4.1 Number of students undertaking field projects / internships / student projects****Response:** 2664

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

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 89.12

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

2020-21	2019-20	2018-19	2017-18	2016-17
3069	2961	3158	3276	2831

2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
3620	3530	3430	3360	3240

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: 99.37

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

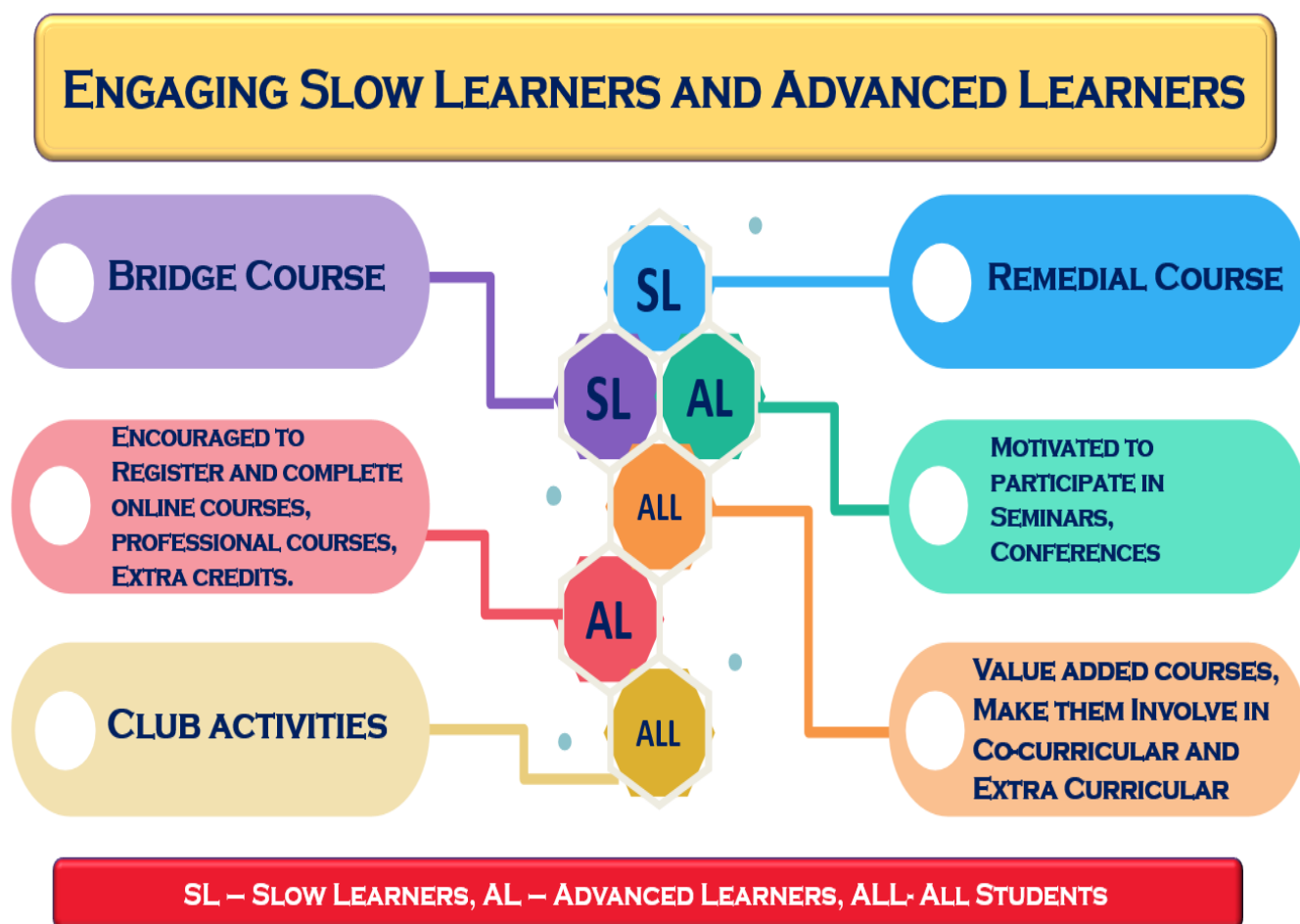
2020-21	2019-20	2018-19	2017-18	2016-17
1239	1185	1167	1145	1104

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:



The College engages in assessing the learning levels of the students at various stages after admission. The first stage starts from orientation course conducted by the college and it is common to students of all programmes. The second stage is that the department organize orientation programme for a period of one week. The orientation programme covers the structure of the curriculum, the learning opportunities available in the campus and several online learning platforms.

Identification of advanced learners and slow learners

The Department identifies the advanced learners and slow learners based on the students' performance in the Continuous Internal Assessment Examinations.

through their performance indicators and guiding them for enhancing their competencies, helping slow learners to upgrade their performance through various activities.

As a regular practice Co-curricular and Extra Curricular and various Club activities are carried out to accommodate the changing scenario in the society and the corporate world.

Bridge Course

The college sends a circular to the departments for the conduction of the bridge courses. The department identifies cross discipline students and conducts bridge course to equip them in the programme without any gap in the learning process. The course is conducted at the beginning of their academic year. The outcome of the course will enable the students from others discipline to have a comfortable learning atmosphere without any impairment in further learning.

Remedial Course

Based on the performance in the continuous internal assessment, the slow learners are identified on basis of marks obtained. They are provided with remedial courses which enables them to catch up with the learning process. They are also provided with solutions and suggestions and techniques for improvement. The outcome of the remedial course is to encourage the slow learners to be more participative in the classroom, to improve their performance in the examinations and actively involve in various academic and self-development activities.

Advanced learners

Advanced Learners are encouraged to complete courses in NPTEL / SWAYAM platforms, Coursera, Edx, through the college. They are motivated and guided to present papers in State / National / International Level Seminars, Conferences enabling them to target their area of interest to enhance their competency level. To kindle the research interest they are also encouraged to publish articles in books and journals of National and International repute. Extra Credit is offered for them on completion of the courses. Special On duty is provided to students for pursuing professional courses.

Initiatives to benefit both advanced and slow learners

At department level various activities are organized to engage the students to organize and participate in various activities and tasks to empower them to become an adept candidate for the corporate world.

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: 23:1

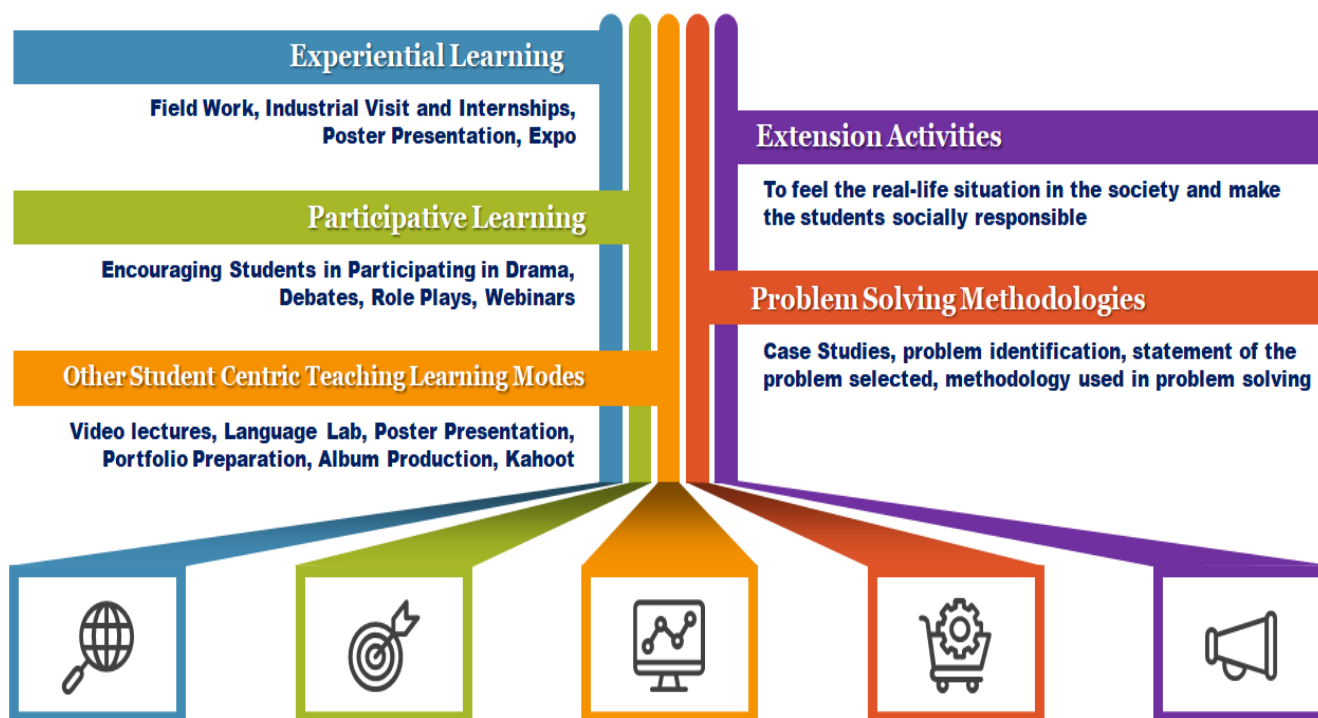
File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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:

Using of Student Centric Methods for enhancing learning experiences – Experiential Learning, Participative Learning and Problem Solving Methodologies



The fundamental premise underlying the learning outcome based approach to curriculum planning and development is that higher education qualifications such as a Bachelor's Degree programmes are awarded on the basis of demonstrated achievement of outcomes (expressed in terms of knowledge, understanding, skills, attitudes and values) and academic standards expected of graduates of a programme of study. Learning outcomes specify what graduates completing a particular programme of study are expected to know, understand and be able to do at the end of their programme of study. The expected learning

outcomes are used as reference points that would help formulate graduate attributes, qualification descriptors, programme learning outcomes and course learning outcomes which in turn will help in curriculum planning and development, and in the design, delivery and review of academic programmes. They provide general guidance for articulating the essential learnings associated with programmes of study and courses within a programme.

A myriad of Student centric methods is deployed to provide an enhanced learning experience through effective use of teaching methodology which should be innovative and creative. Adoption of variety of methodologies to create an environment for enhancing learning experiences for the students to involve them in experiential learning, participative learning and problem-solving approaches. The faculty members are oriented with the latest ICT tools to enhance the student centric learning methods. To supplement a better teaching learning process LCD projectors are used for effective classroom teaching.

Experiential learning

It is enabled through Field work, Industrial visit and internships are arranged for the students to have a real time experience of understanding the working nature of an organizational setup, Poster presentation, Exhibitions that enable the students to promote creativity in experiential learning. Practical Courses also provide the students with hands on experience. Extension Activities are carried out to make the students feel the real-life situation in the society and make them socially responsible.

Participative learning

With a view to make the learners to immerse themselves in learning process, the following activities are conducted by various departments of the college, which make the learners to learn through participation in Google Classroom, Kahoot , e-learning resources, e - tutorials, spoken tutorials, Video lectures, Language Lab, PowerPoint presentation, Webinars, Case Studies, Poster Presentation, Portfolio Preparation, Album Production, Drama, Debates, Role Plays. Thus, the participative learning has helped the students to enhance their learning experience.

Problem solving methodologies

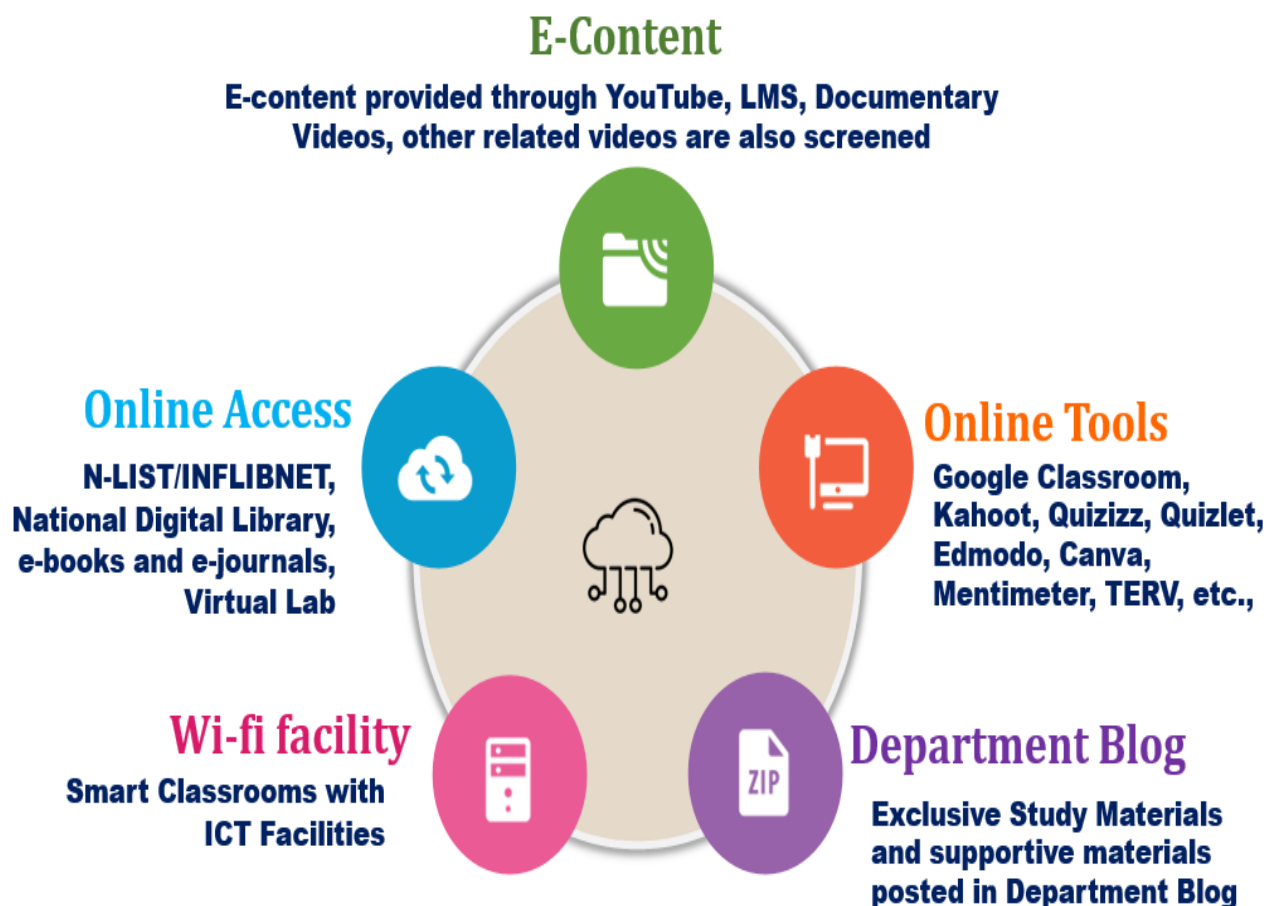
Workshops are conducted by the departments for the students with a view to encourage them to be more creative, innovative and bring out ideas and nurture them to enhance their problem solving skills. The project work assigned to the students involve problem identification, statement of the problem selected, methodology used, Case Studies, etc., help them to develop problem solving technique and suggest for alternative course of action by means of strategic approach and methodology.

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:

ICT Integration for Effective Teaching and Learning Process



The institution has been encouraging the use of ICT by the staff members for many years. The teachers are encouraged to use the online resources as the tools for ICT-enabled teaching learning process. They have access to N-LIST / INFLIBNET e-books and e-journals, National Digital Library, SWAYAM-NPTEL platforms. The college has a digital library with access to many e-resources. The college has learning management system for improving the effectiveness of teaching learning.

Apart from the traditional chalk and talk method, teachers prepare PowerPoint Presentations for handling classes and prepare additional reading materials. These PowerPoint Presentations and additional reading materials are uploaded on the department blogs and are shared in Google Classroom as well. This has enabled students to access the materials anytime and anywhere. Documentary Videos, other related videos are also screened for the students.

E-content has been developed and uploaded in YouTube for the benefit of the students.

Language and Literature Departments screen different films to show the students the interface between print text and visual text. Classrooms and seminar halls have been facilitated with projectors which fixed or portable. Classes are regularly handled with the use of LCD Projectors. Wi-Fi facility is provided round the clock throughout the campus.

Department wise Faculty development programmes were scheduled and conducted to train the staff members to use a variety of online tools and e-contents in their teaching process. The tools include Google Classroom, Kahoot, Hot Potato, Quizizz, Quizlet, Edmodo, Socrative, Animoto, Canva, Mentimeter. The pandemic situation has made the staff members to adopt hundred percent online teaching mode which transformed them to handle classes through online mode very effectively and efficiently. The departments are maintaining the archives of the classes taken through online mode.

Faculty members update their knowledge for improving the teaching learning process through registering and clearing online courses on MOOC like NPTEL, Swayam, Coursera and Edx.

It is imperative that the use of ICT in teaching learning has brought about a big transformation in the process of teaching and learning.

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

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

Response: 24:1

2.3.3.1 Number of mentors

Response: 349

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:

Academic Calendar

The College prepares and follows a well-planned academic calendar drafted in consultation with all the Head of the Departments. The academic calendar highlights the plan of academic events to be carried out during the academic year. The academic calendar enables the departments to plan various activities to be carried out in the academic year.

The calendar contains the Vision and Mission, Tamil Thai Vazhthu, National Anthem, History of the College, Board of Trustees & Governing Body, IQAC, Programmes offered (UG & PG), Programmes offered(Research), list of departments and faculty members, Procedure for Admission to UG/PG programmes, Rules and Regulations of the college, Library rules, About hostels and general rules of hostels, Day order system, Periodical test, Tutorial system, Examinations and examination related information, Financial support to poor students, Value added courses, Online courses, Industry integrated programmes, Tie-ups and collaborations, ICT enabled campus, Research Committee, Incubation centers, Entrepreneurship Development Cell, Physical education, Institutional Innovation Council, Placement Cell, NCC, NSS, YRC, Clubs and Association, Anti ragging measures, Anti ragging Committee, Discipline Committee, Women Welfare and Empowerment Committee, Anti Sexual Harassment Committee, Student Grievance Redressal Committee, Alumni Association and COVID-19: Awareness and Precautions. The academic calendar also contains the details regarding the working days of the college, Schedule of the Continuous Internal Assessment Examinations, Model Examination, End Semester Examinations Schedule, Dates for Payment of Fees, Holidays.

The Teaching Plan

The Department prepares the timetable and it is circulated to the department faculty members to confirm their individual time table. In line with the academic calendar and their individual timetable, the faculty members prepare the lesson plan for the courses assigned to them before the commencement of each semester and the lesson plans are submitted for approval of the principal through head of the department. In due course, the head of the department monitors the progress of the teaching work of the faculty members to ensure the adherence of their lesson plan. At the end of 45 days, the faculty members should have completed at least two units of the syllabus to prepare the students to appear for first CIA Examinations. In this regard, heads of the departments through periodical meetings verify the coverage of syllabus by the faculty members. At the end of 80 days second CIA Examinations will be conducted and for this purpose again the process of verification of coverage of syllabus by faculty members will be done by heads of the departments. Finally, the model examination will be conducted at the end of 90 days and teaching plan in this regard will be duly verified by heads of the departments.

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

2.4 Teacher Profile and Quality

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

Response: 100		
File Description	Document	
Year wise full time teachers and sanctioned posts for 5 years(Data Template)	View Document	
List of the faculty members authenticated by the Head of HEI	View Document	
Any additional information	View Document	
Link for Additional Information	View Document	

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: 33.27				
2.4.2.1 Number of full time teachers with <i>Ph.D./D.M/M.Ch./D.N.B Superspeciality/D.Sc./D’Lit.</i> year wise during the last five years				
2020-21	2019-20	2018-19	2017-18	2016-17
153	125	100	76	62
File Description	Document			
Institutional data in prescribed format (Data Template)	View Document			
Any additional information	View Document			
Link for Additional Information	View Document			

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: 10.59	
2.4.3.1 Total experience of full-time teachers Response: 3737.18	

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: 10.8

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

2020-21	2019-20	2018-19	2017-18	2016-17
16	21	5	8	4

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: 1.14

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

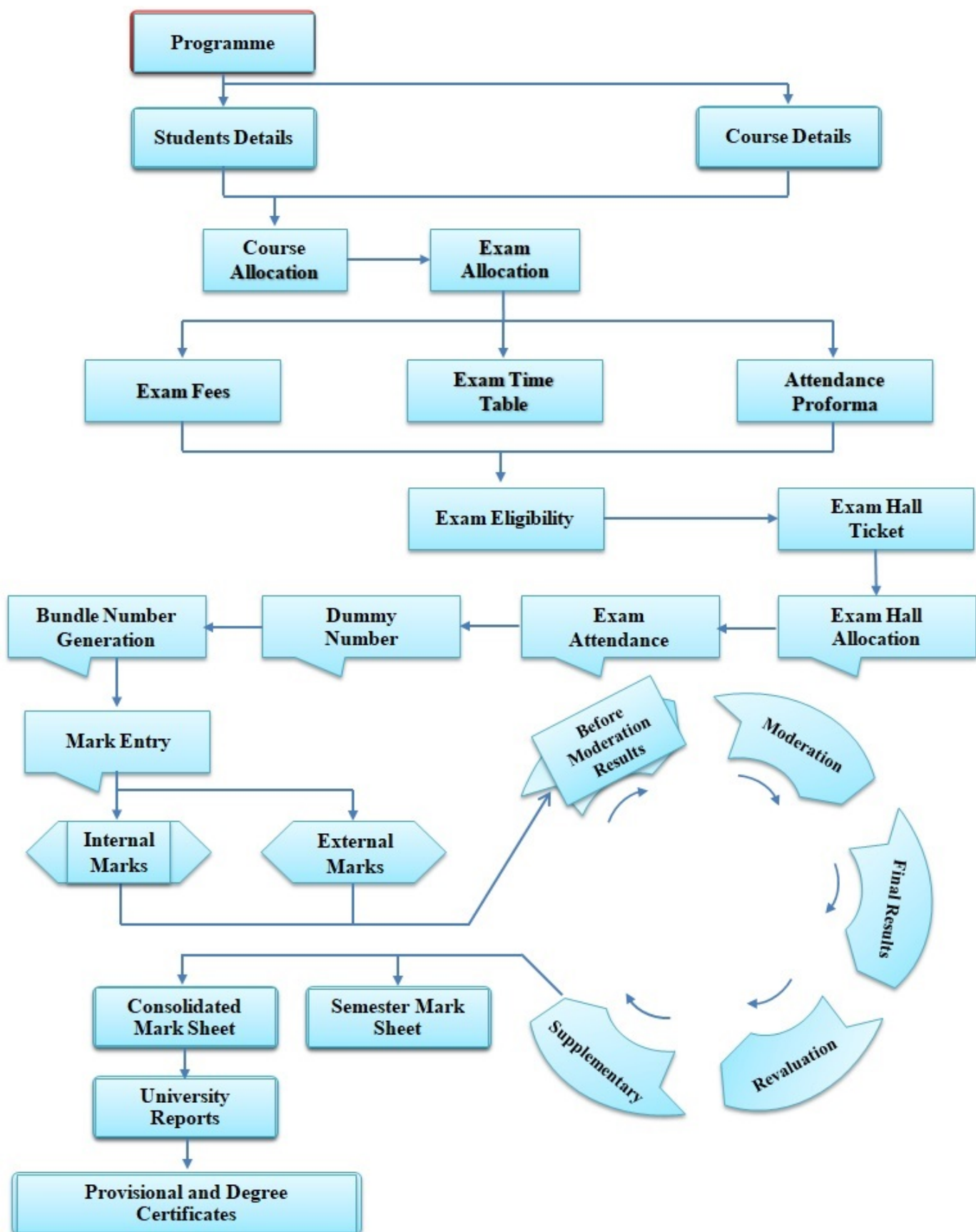
2020-21	2019-20	2018-19	2017-18	2016-17
21	37	145	152	65

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:

NAAC



Examination Procedures

Principal as the chief controller of examinations and Controller of Examinations (COE) form an Examination committee every academic year to support and conduct the Continuous Internal Assessment

(CIA) examinations and End Semester Examinations (ESE). The committee comprising of two senior Heads of the departments under the category of Chief coordinator and two senior staff as coordinator and two supporting staff under teaching category. The committee is headed by the Principal/Chief Controller. All the examination reforms and COE activities are carried out with the approval of academic council.

COE office is conducting two CIA examinations and one Model examination each semester for all UG programmes and one CIA and one model examination for all PG programmes. For CIA examinations, the question papers are set by the subject experts from each department as per the Learning Outcome based Curriculum Framework (LOCF) and are scrutinized by senior staff/HOD of the concerned department for ensuring minimum standards in setting the question papers. For all UG programmes, the mode of examination for CIA II will be objective questions and is conducted through online.

Due to COVID-19 pandemic situation, the government has ordered for total lock down for the educational institutions and hence all CIA and ESE's were conducted through online mode.

Institution follows a single central evaluation system in ESE for all UG and PG programmes. The passing minimum is fixed as 40% (CIA and ESE put together) for UG programme and 50% (CIA and ESE put together) for PG programme. The ratio between internal and external mark depends upon the type of the course for each programme.

For all UG & PG programmes, inter disciplinary and life skill courses such as Value added, Job oriented and online (NPTEL/ SWAYAM, MOOC, IIT Bombay, etc.,) and open elective courses are introduced. These courses are compulsory and additional credits have been awarded and the same is reflected in the mark statements.

We provide facility for Revaluation, Retotalling, Improvement and Photocopying of answer scripts on request of the students to make the evaluation process transparent. Also, if any candidate is seeking assistance of scribe facility, can avail the same by submitting Medical certificate from the Medical officer not lower than an assistant civil surgeon showing the physical disability of at least 50 percentage. The scribe will be arranged by COE only when the above request is approved and permitted by the Principal. For such candidates, one hour additional time is allowed for completing the examination.

Invigilators and flying squad is constituted by the Principal and COE to monitor the conduct of examination and prevent the students from indulging in malpractices. The Chief coordinator and the flying squad submit the day to day report to the COE after the examinations.

Supplementary examination is scheduled for the final year UG & PG students who have only one arrear during their course of study to help them to complete the programme within the specified academic period.

Processes integrating IT

The examination system of our college is fair, efficient, reliable and transparent and strictly following the examination rules and regulations as per UGC Guidelines. The Controller of Examination office is IT integrated for the smooth conduct of examinations. The Integration process has enabled the examination section for planning and execution of examination activities and make it easier and paperless.

Course wise student data base entry, exam application generation are carried out through examination

software. Once the candidates are registered, in view of the IT integration process, the exam software automatically does the following

- Examination application
- Online payment of exam fee
- Hall ticket with photo identity
- Examination time table
- Seating plan
- Schedule of distribution of question paper
- Attendance and absentees statement
- Assigning of dummy numbers
- Scanning of OMR mark statement after valuation
- Publication of result

Entry of Internal and External theory and practical examination marks is done by the staff concerned by using user id and password given by the COE office, through exam portal directly instead of traditional mode of manual entering of marks. This reform is introduced in the examination system to speed up the process and make it fully error free. The exam software compiles both the Internal and External marks and calculates and classifies automatically the cumulative grade point calculations. The same will reflect in the mark statement. We use Teslin and parchment type papers for printing mark statement with 11 high security features and protects the mark statements from the dangers of fire and water.

COE office communications are circulated to all the departments through mail and the student related communications such as time table, exam application, hall ticket, results, the applications for getting duplicate mark statement, Transcripts, revaluation/ retotaling /photo copying, corrections in Date of Birth, name etc., are made available in the college website.

Continuous Internal Assessment System (CIA System)

The CIA System is followed in UG programme, Diploma programme and PG programme scrupulously. In the case of UG, Diploma and PG programme 30 and 40 marks are assigned for theory and practical courses respectively as marks for CIA. Earlier, the marks for CIA for UG and PG was 25 marks for theory courses

Every Semester two CIA examinations and one Model examination for all UG programmes and one CIA examination and one model examination for all PG programmes is conducted. The CIA II is conducted as online examinations for all UG programmes. The subject experts of the departments prepare question papers for the CIA examinations considering the coverage of syllabus content aligning with LOCF. The HODs of the departments scrutinize the question papers and ensure that they are set as per the required standards.

Online Courses, Value Added Courses and Job oriented courses are introduced as 100% CIA courses in order to enhance the competency level of students.

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:

Programme and Course outcome

Framing of Outcomes in Outcome Based Education (OBE) is a student-centered learning model, implemented from the academic year 2020-2021 that gives prominence to what should be attained by the students on the completion of the programmes. The teacher and the learner have a clear understanding of the objectives to be achieved at each level, leading to the students' progression.

The Programme Outcomes (POs) and Course Outcomes (COs) are derived to achieve Graduate Attributes that help in attaining the vision and mission of the college. Programme Educational Objectives (PEOs) and Programme Outcomes are framed based on the skills and knowledge that the student is expected to achieve in the respective programmes. Course Outcomes are designed based on the knowledge that the student is expected to gain, and the ability to apply the knowledge gained at the end of a particular course.

Programme Educational Objectives, Programme Outcomes and Course Outcomes are discussed in detail in Pre-Board of Studies meeting where all the faculty members express their views and contribute constructively towards framing the outcomes. The derived PEOs, POs and COs are approved by the Board of Studies and passed in the Academic Council meeting. The Course Outcomes are mapped with Programme Outcomes. Clearly drafted COs of each course will be correlated to the defined POs of the particular programme, which encompass the Graduate Attributes, Vision and Mission of the college. The mapping process begins at the lesson planning, from the Learning Outcomes (LOs) that refer to the skill sets acquired by the students at the end of each unit. These LOs correspond to the COs and to the POs.

Mechanism of Communication

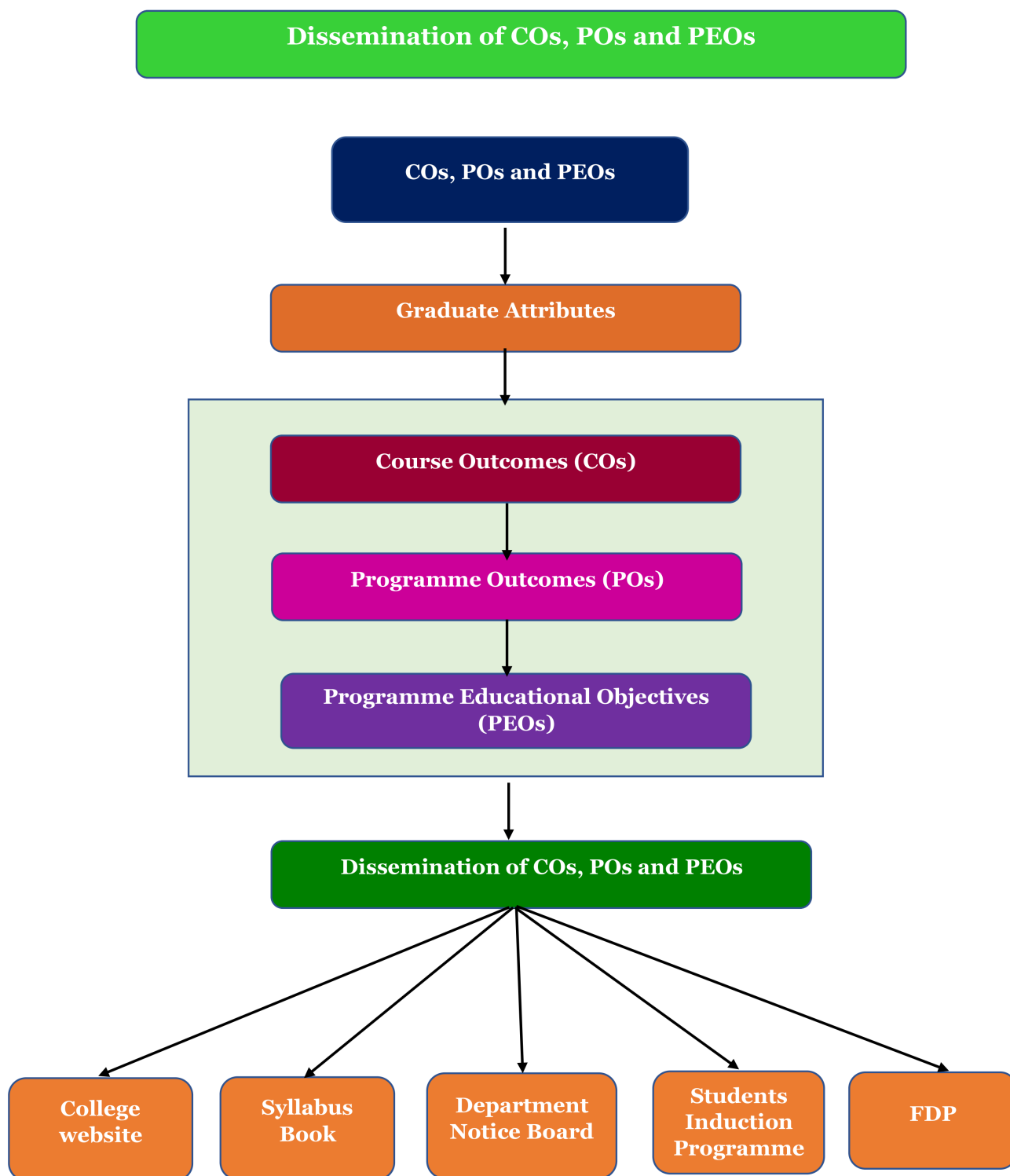
The involvement of the Curriculum Development Cell (CDC) of our college in framing of the LOCF for various programmes. The CDC methodically prepares the framework for the different programmes. The Graduate Attributes of the institution are disseminated through College website, Management Information System and through display boards in prominent places. The details of PEOs, POs and COs are communicated to the faculty members by the Heads in the department in the meetings specifically organized for this purpose. These attributes are posted in the Faculty Record Book for use and reference. PEOs and POs are disseminated to the students through the tutors at the time of commencement of the programme and during orientation programme organized by the department

Course instructors communicate the objectives and the course outcomes to the students at the beginning of every semester. It helps the students to concentrate on the specified objectives and work towards achieving

them.

The Course Objectives and Outcomes of each course are explained in the classrooms and displayed in the college website and department blog. Learning Outcomes are assessed by the concerned course instructor based on Course Outcome. The college organizes programmes by inviting experts to motivate the students and keep them focused on the outcomes. The vision, mission and objectives of the college are in synchrony with the learning outcomes.

NAAC



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:

Measurement of attainment

The college offers various programmes with clearly defined outcomes. Programme Educational Objectives (PEOs), Programme Outcomes (POs) and Course Outcomes (COs) are related to each other. The effectiveness of this correlation is validated by a systematic process of collecting and evaluating data on Programme Outcomes and Course Outcomes. The calculation of level of attainment of Programme Outcomes is done by mapping the CO and PO matrix. The method of mapping the attainment of Course Outcomes are given in the syllabus for each course. Allied subjects are also presented with appropriate Course Outcomes. Course Outcome measurement is made through direct and indirect methods.

The measurement of Course Outcome using direct method for the batch admitted in 2020 is derived from the marks scored by students in CIA examinations, model and end-semester examinations and other components for UG and PG programmes. Course end survey by the students form the basis of the indirect measurement of courses for the batches from 2022 and 2023 for PG and UG respectively. An analysis of the attainment is an impetus to improve the course delivery and curriculum.

The steps to measure the Course Outcomes are as follows

Direct Method

The course instructors get to know the targets for course attainment and with which Questions are set at the appropriate Bloom's levels for internal, Model and end-semester examination. Bloom's taxonomy knowledge levels are indicated for each question in CIA examinations I, model and end-semester examination Mark scored by the student for each question in the assessment is recorded.

Internal tests and model exams are conducted along with assignment, seminars and quiz at different knowledge levels to cover the CO's under direct mode of assessment. The laboratory courses are evaluated on the basis of the performance of students in CIA and ESE. In the case of projects, review of projects is done continuously and the final evaluation is done through a viva voce examination. Rubric is used in the evaluation process to measure the level of attainment of performance based on threshold value.

Level of attainment: Norms

The threshold value is the minimum pass percentage for each CO in a subject. The rubrics employed are given below:

Attainment level 1 (low) : 50% of students score more than 45%* marks out of the maximum relevant marks in a course.

Attainment level 2 (medium) : 60% of students score more than 45%* marks out of the maximum relevant marks in a course.

Attainment level 3 (High) : 70% of the students score more than 45%* marks out of the maximum relevant marks in a course.

* In the case of PG programme, students to score more than 55%

Feedback from students and other stakeholders are used as indirect assessment tool which help to evaluate the PO.

Attainment of Programme Outcome (PO)

The attainment of Programme Outcome for the PG students will be analyzed by 2022 and for the UG Programmes by 2023.

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: 96.58

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

Response: 2766

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

Response: 2864

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

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process	
Response: 3.99	
File Description	Document
Upload database of all currently enrolled students	View Document
Upload any additional information	View Document
Link for any additional information	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Promotion of Research and Facilities

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

Response:

Research, a major component of curriculum structure, creates knowledge and skills that lead to development of new technologies and commercial products that has a significant impact on National economy. Teaching and research are complementary activities and both faculty and students benefit enormously by involving in hands on research experiences. Students develop valuable critical thinking and analytical skills from their participation in research based projects with guidance from faculty and industry based collaborators. Faculty who are into research projects explore advanced and contemporary knowledge in their fields of interest in greater depth.

Research Coordination Committee has been formed to guide and direct, provide momentum to improve research activity in the institution. Committee is a forum to discuss and communicate the needs or problems related to the research environment in the college to the Principal and the Management. This Committee forms the basis of research ethics in the Institution. The well defined Research policy framed by the Committee fosters research culture amidst both students and faculty.

Faculty members are encouraged to undertake interdisciplinary research. Inter Institutional tie-ups with foreign Universities and neighbouring Institutions to facilitate research activities. Productive collaborations in research, internships, short term projects and Industrial visits are encouraged. Under the DBT STAR College Scheme, undergraduate research is encouraged in the form of mini projects. Innovative concepts are taken to the next level of publication and patenting. To encourage product based research and to promote interdisciplinary research, periodical review is conducted for the scholars in the respective departments. Scholars should attend and present their research progress before the panel that consists of the Director/ Heads of the Department and faculty members of the respective departments. Every research scholar is required to take active participation in International /National conference/seminar organized by our college or other institutions. Courses like Research Methodology, Bioethics, Biosafety and IPR are included in the UG and PG curriculum to augment quality research within the campus.

Research facilities are updated according to the needs of the respective departments. Participation and presentation in research themed Seminar, Conferences within the country and abroad are encouraged among faculty and students. Any research outputs in the form of participation, presentation in Conference, Seminar, Symposium, publication in peer reviewed journals; product/ prototype development and patents are rewarded suitably explained in the Research Promotion Policy.

I, intergovernmental and non-Governmental sources of potential funding for research programmes. Seminars, Conferences, Workshops and Webinars are organized periodically to orient faculty members and budding research scholars on journal indexing, bibliometrics and citation index (h-index). To encourage inspired brains to initiate research in all disciplines, the management provides seed money. A digital Library facility is available for Research Scholars and faculty with E-resources like N-List and DELNET facility. To check plagiarism, URKUND software is available in the library.



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: 2.06

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).

2020-21	2019-20	2018-19	2017-18	2016-17
5.05	3.1	0.82	1.32	0

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: 0.66

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

2020-21	2019-20	2018-19	2017-18	2016-17
3	2	4	0	1

File Description	Document
List of teachers and their international fellowship details	View Document
e-copies of the award letters of the teachers	View Document
Any additional information	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: 152.66

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)

2020-21	2019-20	2018-19	2017-18	2016-17
21.66	25.38	69.08	19.65	16.89

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: 5.48

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

2020-21	2019-20	2018-19	2017-18	2016-17
26	13	21	12	11

File Description	Document
Names of teachers having research projects	View Document
Any additional information	View Document
Link for additional information	View Document

3.2.3 Percentage of teachers recognised as research guides

Response: 20.96		
3.2.3.1 Number of teachers recognized as research guides		
Response: 74		
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: 35.28				
3.2.4.1 Number of departments having Research projects funded by government and non-government agencies during the last five years				
2020-21	2019-20	2018-19	2017-18	2016-17
11	11	12	6	4
3.2.4.2 Number of departments offering academic programmes				
2020-21	2019-20	2018-19	2017-18	2016-17
27	25	24	24	24
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:

Hindusthan College of Arts & Science has created an ecosystem for innovation by establishing dedicated centers for research, entrepreneurship, community orientation, incubation etc., by means of creation and transfer of knowledge. The ecosystem for innovation is being done to tap the potential young minds which are presented below.

CENTERS FOR RESEARCH

1. **Institution Innovation Council (IIC)** - The Institution Innovation Council was established in the college under the guidance of Ministry of Human Resource Development (MHRD) to create a vibrant local innovation ecosystem, Start-up supporting mechanism in the college to encourage, inspire and nurture young students by supporting them to work with new ideas and transform them into prototypes. Also, it engage the large number of faculty and students in various innovation and entrepreneurship related activities such as ideation, problem solving, proof of concept development, design thinking etc., to systematically foster the creation of innovation and start-up ecosystem in educational Institutions.
2. **IPR Cell** - Awareness programmes on Intellectual Property like copyrights, trademarks, patents, industrial design rights and trade secrets are conducted for students, research scholars and faculty members. This helps in understanding the concepts of patents and in protecting their innovations. As an outcome of all these efforts, five patents have been filed.

Entrepreneurship Development Cell (EDC)

EDC supports entrepreneurial aspirants by offering mentoring service and conducting workshops to develop their creative ideas into brilliant business plans such that they are motivated to come up with their own start-ups. The College has signed a MoU with Atal Incubation Centre- RAISE with the objective to nurture and support startups and entrepreneurs in the campus.

Community Orientation

To develop social responsibility and to impart moral and ethical values among students for which society oriented awareness programmes and outreach activities are being conducted. NSS, NCC and YRC join hands with the departments in sensitizing the students on social issues.

Incubation Centers: Learning pathway for Innovation

The following are centers in different departments that promote knowledge leading to innovations. Beauty Care Centre, Home textiles established by the department of Costume design and fashion technology, Photography Centre in the department of Visual Communication, HICAS-ECS Business Incubator in the department of Electronics, Herbal Garden, Green house Technology, Algal cultivation unit, vermicomposting, Spawn cultivation and Mushroom cultivation units in the Bioscience departments, Technomite Talent Association in the Computer Science streams have been established with an objective of learning and research.

Scientific and Industrial Research Organization (SIRO)

The institution has been recognized as a SIRO by the Department of Scientific and Industrial Research (DSIR), Ministry of Science and Technology, Government of India. This recognition facilitates the Institution to avail custom duty exemption for the purpose of developing research infrastructure and encouraging the conduct of scientific research activities in the Institution.

ON CAMPUS CENTRE - MAAC

Maya Academy of Advanced Cinematics (MAAC), is the Industry partner for the B.Voc in Animation, a skill oriented programme that promotes critical thinking and innovation, approved by UGC and affiliated

Innovation creation and Knowledge Transfer



to Bharathiar University.

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: 245

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.

2020-21	2019-20	2018-19	2017-18	2016-17
71	79	49	26	20

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: A. All 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: 2.97

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

Response: 220

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

Response: 74

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: 3.19

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

2020-21	2019-20	2018-19	2017-18	2016-17
155	242	201	256	114

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: 1.33

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

2020-21	2019-20	2018-19	2017-18	2016-17
104	112	97	67	23

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: 10.11

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: 17.5

File Description	Document
Bibliometrics 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: 28.17

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

2020-21	2019-20	2018-19	2017-18	2016-17
4.26	3.54	6.80	11.64	1.93

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: 7.23

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)

2020-21	2019-20	2018-19	2017-18	2016-17
1.01	1.53	2.18	1.99	.52

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
Any additional information	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:

Extension activity is an effective mode of teaching-learning method which promotes meaningful, continuous and strong connection between the college and the community that ensures a development in intellectual, mental, physical, social skill and emotional development among students and in the community. College constantly promotes participation of faculties and students in extension activities to inculcate social values and responsibility to bring holistic development of the students. Sensitizing the students about social issues is an integral part of the vision and mission of the institution which is carried out through NSS, NCC, Clubs and various departments.

Hindusthan Village Adoption Programme (HVAP) is a noble initiative of the college, with a vision to serve the community. Perur Chettipalayam Panchayat comprising of Chettipalayam, Arumugagoundanur and Pachapalayam, located within the proximity of 14kms southwest from the institution. NSS volunteers generally work with the voluntary agencies towards community development for a minimum of 120 hrs per year. NSS volunteers prepare a resource map which identifies the resources, cultivating new partnership and relations, encouraging collaboration etc. The NSS volunteers plan and execute policies based on the identified problems for the benefit of the community in the adopted village. NSS conducts residential camps yearly and regularly serving the community. The programmes like Blood donation camp, Training Programs, Gender Equality, Tree Plantation, Veterinary Camps, Eye Camps, Awareness cum skill training

programs on HIV/AIDS, Health, Drug Addiction, Hygiene and Sanitation, Swachh Bharat, Plastic & Solid Waste Management, emergency services, etc were conducted.

The National Cadet Corps of HICAS was instituted under 6 TN MED COY NCC, Coimbatore in the year 2018. A total of 18 Cadets were selected among the students to fulfil the aims of NCC. With overwhelming response and interest shown by the students towards NCC and limitation of the mandatory strength, a new flight was raised under 2 TN AIR SQN NCC, Coimbatore in the year 2019. Major Activities of NCC like Awareness and Vaccination Drive for Covid 19, Swachh Bharat Abhiyan, Tree plantation, Plastic Awareness Rally etc were conducted.

The Youth Red Cross Society conducted several programmes like Rally, Awareness program etc. In addition to NSS, NCC and YRC, various clubs like Eco club, health club etc. do involve in extension activities like Environment Rally, Vocational Training etc.

Social Work is practical oriented programme often integrated with extended opportunities in order to help, serve, reflect, learn and aim to find solution for social issues in the community through outreach programmes. The department mobilize funds from NGO's and Government Organizations for executing the extension activities since 2009.

Through the extension activity, the students gain insight regarding social issues like Untouchability, Gender bias that help them to inculcate moral values for the students and the community as well. The students' interaction with different groups has created positive changes in physical, emotional, social, spiritual and intellectual health among the institution and in the community.

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: 65

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.

2020-21	2019-20	2018-19	2017-18	2016-17
31	16	9	4	5

File Description	Document
Number of awards for extension activities in last 5 year	View Document
e-copy of the award letters	View Document
Any additional information	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: 508

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

2020-21	2019-20	2018-19	2017-18	2016-17
169	89	85	96	69

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: 62

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.

2020-21	2019-20	2018-19	2017-18	2016-17
9632	6952	4596	4283	296

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: 696.6

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

2020-21	2019-20	2018-19	2017-18	2016-17
1277	796	763	305	342

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

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: 126

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

2020-21	2019-20	2018-19	2017-18	2016-17
38	28	27	18	15

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

NAAC

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:

INFRASTRUCTURE DETAILS

The college is situated at the heart of the city in a sprawling eco-friendly campus of 17.11 acres, with built-in area of 7,03,745 Sq.ft. Six academic blocks (Block A to F) which has elevators, 182 spacious well ventilated classrooms and 50 laboratories. The campus is also facilitated with well stocked library, administrative offices, Principal's office, guest room, 8 seminar halls, 1 indoor auditorium, 1 outdoor auditorium, 2 amphi theatres, staff rooms and hostels for boys and girls. Purified drinking water facility is provided in each floor.

The college has a separate wing with, the office of Controller of Examinations, IQAC office, Board room, Training and Placement centre in the A block. The college provides separate facilities for counselling, NSS, NCC, stationery store, transport office, general maintenance & electrical, Innovation Cell, Incubation Centre, Research Cell, Students Welfare Cell, common rooms for girls and boys, Department of Physical Education, Canteen and a Bank extension counter with ATM facility.

Classrooms

The college has 182 classrooms which are provided with 105 LCD projectors and 20 interactive boards for teaching learning process.

Library

The central library of the college functions in a networked environment managed by a Library Management System (LMS) to support its various operations and services. It has a collection of 50559 books and subscribes to 123 national and international journals and CD/DVD's. The College subscribes to online resources like Infilbnet, Delnet, National Digital Library and Swayam Prabha. The library has audio visual facility, photocopying facility, an air conditioned seminar hall and a digital library.

Laboratories

The College has 21 computer laboratories with 1488 computers with the needed software and a leased line of 500 mbps facilitating WIFI internet access and 29 laboratories as listed below.

1. Electronics I
2. Electronics II
3. Physics I

4. Physics II
5. Draping
6. Textile Testing
7. Textile Printing
8. Construction & Pattern Making
9. Beauty Care
10. Video Production Studio
11. Audio Production Studio
12. Photography Studio
13. 2D Animation Studio
14. Plant Tissue Culture
15. UG Biotechnology
16. PG Biotechnology
17. Central Instrumentation
18. Microbiology
19. Animal Tissue Culture
20. UG Microbiology
21. PG Microbiology
22. Research Laboratory
23. Food Science
24. Food Chemistry
25. Training Front Office
26. Training House Keeping
27. Basic Training Kitchen

28. Basic Training Restaurant

29. Quantity Training Kitchen/Bakery

Hostel

There are separate hostels to accommodate 1200 boys and 1000 girls in the campus with a reading and recreation room.

Sports

Physical Education Department is equipped with a state of art gym, a basketball court with floodlights, tennis and shuttle court both indoors and outdoors, a large playground for Football, Cricket, Volleyball and Ball Badminton. A multi-purpose hall is available for conducting Yoga.

Transport

The College operates a fleet of buses to support the requirements of students and faculty members from different parts of the city and villages in Coimbatore and neighbouring parts of Kerala State. Parking facilities are provided for students and faculty members separately.

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 and sports (indoor & outdoor); (gymnasium, yoga centre, auditorium, etc.,)

Response:

The Institution has adequate facilities for the students to exhibit their inherent skills in the area of sports and games (indoor, outdoor) and to conduct national and international level tournaments and inter collegiate cultural events. The facilities in the institution are also utilized by sports bodies for conducting national and international level tournaments.

Sports and Games Facilities

The college has 5.5 acres of playground with 200M track for athletic events to house the sports and games like Cricket, Football, Volleyball, Basketball, Ball Badminton and Kabaddi. The indoor facilities accommodate games like Carrom, Table-Tennis, Chess and Shuttle.

Year of Establishment

The facilities for indoor and outdoor games were established in the college during the year **1999**.

User Rate

The department of physical education conducts various interdepartmental sports events and games regularly. Every day, around 450 students use the indoor and outdoor games facilities before and after college hours for practice.

Specifications of Outdoor and Indoor Games

1. Cricket Ground of 50 mts radius spread over an area of 3.5 acres with 2 practice wickets.
2. A standard volleyball court of size 2200 sq.ft.
3. Six shuttle badminton courts of 17600 sq.ft in the indoor sports complex..
4. Standard concrete basketball court of size 5000 sq.ft.
5. Football ground of size 50000 sq.ft.
6. Throw Ball court of size 3000 sq.ft.
7. Separate Kabaddi courts for boys and girls of 3000 sq.ft.
8. Carrom boards 10 are available.
9. Four Table Tennis Table of 4000 sq.ft.
10. Chess boards 30 are available.
11. Tennis Court of 4000 sq.ft.
12. Astro Turf Football court of 10000 sq.ft.

Gymnasium

Gymnasium centre in 3000 sq.ft. is fitted with equipments like Adjustable bench, barbell stand, dumbbells, dumbbells stand, exercise ball, treadmill, gym like plates, 10 multi station.

Year of establishment: 2016.

User Rate: Students who aspire for maintaining their physique use the gym regularly to have a healthy life and improve their athletic ability.

Yoga

A multi-purpose hall of 2000 sq.ft. is available for Yoga. Both the staff and students are trained by certified yoga instructors.

Year of establishment: 2016

User rate: Every year, on an average, 3000 students are benefited by practicing yoga.

Cultural Club

Cultural Club has an exclusive facility to train students for cultural activities.

Year of establishment: 2000

User Rate: Members of the fine arts club and the students participating in various competitions organised by the College as well as other Colleges use this facility for their practice.

Cultural Activities

The college mega cultural events are conducted in the open air auditorium which has a seating capacity of 10,000. An air-conditioned auditorium with seating capacity of 1500 is also available to conduct the cultural events.

Year of establishment: 2014

User Rate: Annual Day, Graduation Day and Inter-collegiate competitions are conducted in the open air auditorium. The technical events of the departments and cultural events of the Fine Arts club are conducted in the air conditioned auditorium.

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: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 192

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: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

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

4.2 Library as a Learning Resource

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

Response:

Description of Library

The college has a well-developed and well stocked Library with an area of 11100 sq.ft. with a seating capacity of 300.

Library plays an important role in promoting information and knowledge by providing access to a wide collection of books, periodicals and e-resources. An effective racking system has been implemented where the books are positioned for easy identification. A well equipped digital library is available for the benefit of students and faculty. The students, faculty members and research scholars have access to online e-resource like INFLIBNET- N-List, DELNET & NDL (National Digital Library of India).

Integrated Library Management System (ILMS)

The integrated library management system was installed in the year 2008 for simplification and effective use of library and other resources of the college. This system uses **Lips iNet** software. The software was updated in the year 2014 and 2020.

Name of the ILMS software	: Lips iNet
Nature of automation (Fully/Partially)	: Fully Automated
Version	: 7.0
Year of automation	: 2008

The Library Automation software contains the following modules:

- 1.E - Gate
- 2.OPAC
- 3.Circulation
- 4.Book acquisition & statistics
- 5.Members no due report
- 6.Transaction statistics
- 7.Book statistical report
- 8.Cataloguing
- 9.Reservation of books
- 10.Serial Control

1. E-Gate

Students, faculty members, guests can register their entry and exit using bar-coded id cards. Details of the statistics of library visitors are available in E-Gate.

2. OPAC

Book Cataloguing through Quick Search, Basic Search and Advanced Search is available through OPAC for students and Faculty Members. Search by Accession Number, Title, Author, Publisher, Department, Subject and Keyword, can be accessed with OPAC.

3. Circulation

Processes of counter transactions such as issue, return and renewal of books to staff and students are made easier.

4. Acquisition Control

Budget allocation and distribution of the amount for acquiring various resources of the library can be accessed in acquisition control module.

5. No Due Report

No due report for the members can be done by this module at the end of every academic year.

6. Transactions

Everyday transaction of book issue and return are perfectly recorded and transaction report can be generated at any point of time. History of transaction report of the students and faculty members can also

be generated.

7. Reports

Book purchase details can be generated as a report which contains total number of books, total number of titles and the amount spent for each department. Also, the report facilitates the extraction of Year wise purchase of books with Number of Titles, Volumes and Price reports etc.

8. Cataloguing

Cataloguing consists of title, author, publisher etc., where each book is assigned an accession number with barcode.

9. Reservation Control

Display of availability status of the book can be known through OPAC. The students can reserve the book using through OPAC facility. Control on the number of reservations made by individual students can be done in this module.

10. Serial Control

Entry details of all journals and magazines subscribed for the library along with their renewal dates is available in this module.



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: 25.46

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)

2020-21	2019-20	2018-19	2017-18	2016-17
7.39	10.32	53.43	44.77	11.39

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 latest completed academic year

Response: 2.07

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

Response: 177

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:

Standards of IT Service Management, Information Security, Network Security, Risk Management and Software Management are addressed in the IT policy of the institution.

Computer Management Department (CMD) does the process of planning, procurement, installation, configuration of IT equipments in the computer labs and the administrative sections. On the basis of authority entrusted, it administer and decide the type and version of OS, IP addresses allocation, proxies and e-Mail management.

CMD is responsible for the type of software application for the computers used in the administrative sections as per the requirements of the college. Also CMD has informed to all heads of the departments about the maintenance and problem solving process to ensure that the technicians solve the issues through trouble shooting.

Budget Allocation for IT Infrastructure

Year	2020-2021	2019-2020	2018-2019	2017-2018	2016-2017
In Lakhs	104.00	12.00	29.00	28.00	10.00

Updation of IT facilities

Year wise IT facilities updated in the college are as follows.

i. System updation

Year	Description	Q
2016 - 2017	Dell Vostro 3558 Ci3, 4GB RAM, 1TB HDD – Laptop	1
	HP WorkStation Z238M Ci7-6700, 8GB RAM, 1TB HDD	1

2017 - 2018	HP i5 INA835RN80, 8GB DDR3 RAM,500 GB SATA HDD	60
	HP AY514TX Ci3, 4GB RAM, 1TB HDD – Laptop	1
2018 - 2019	HP i5 INA835RN80,8GB DDR3 RAM,500 GB SATA HDD	12
	iMac, MNEA2HN/A-27 inch, 3.5Ghz Quad Core i5, 8GB DDR4 Ram, 4GB of VRAM, 1TB10 Fusion Drive	
	HP LT 250G6 Ci3, 4GB RAM, 1TB HDD – Laptop	11
2020 - 2021	HPE ProLiant ML350, Intel Xeon Silver 4210 2.2GHz,10C	1
	Gen10 server, 32GB RAM, 1.2TB x 4 HDD- eCampus Server	
	DELL OPTIPLEX 5080MT i5, 8GB RAM, 256GB M.2 & 1TB HDD	60
	HP DT PRODESK400G7, i5, 8GB RAM, 256GB M.2 & 1TB HDD	12

ii. Firewall Updation

Year	Description
2017-2018	Sophos XG310
2020-2021	SonicWall NSA3650

iii. Internet Updation

Year	Description	Speed
2016-2017	BSNL Leased Line	10 Mbps
	AIRTEL Leased Line	8 Mbps
	ACT Fibernet Broadband	40 Mbps
2017-2018	AIRTEL Leased Line	12 Mbps
	BSNL Leased Line	10 Mbps
	ACT Fibernet Broadband	50 Mbps
2018-2019	Wireline solutions Leased Line	50 Mbps
	ACT Fibernet Broadband	50 Mbps
2019-2020	Wireline solutions Leased Line	75 Mbps

	ACT Fibernet Broadband	75 Mbps	
2020-2021	Wireline solutions Leased Line	175 Mbps	
	ACT Fibernet Broadband	300 Mbps	

Network details

Entire Campus is connected using Fiber optic cables and all the systems are connected to the network.

Internet details

Leased Line Bandwidth of 500 Mbps is made available in the campus.

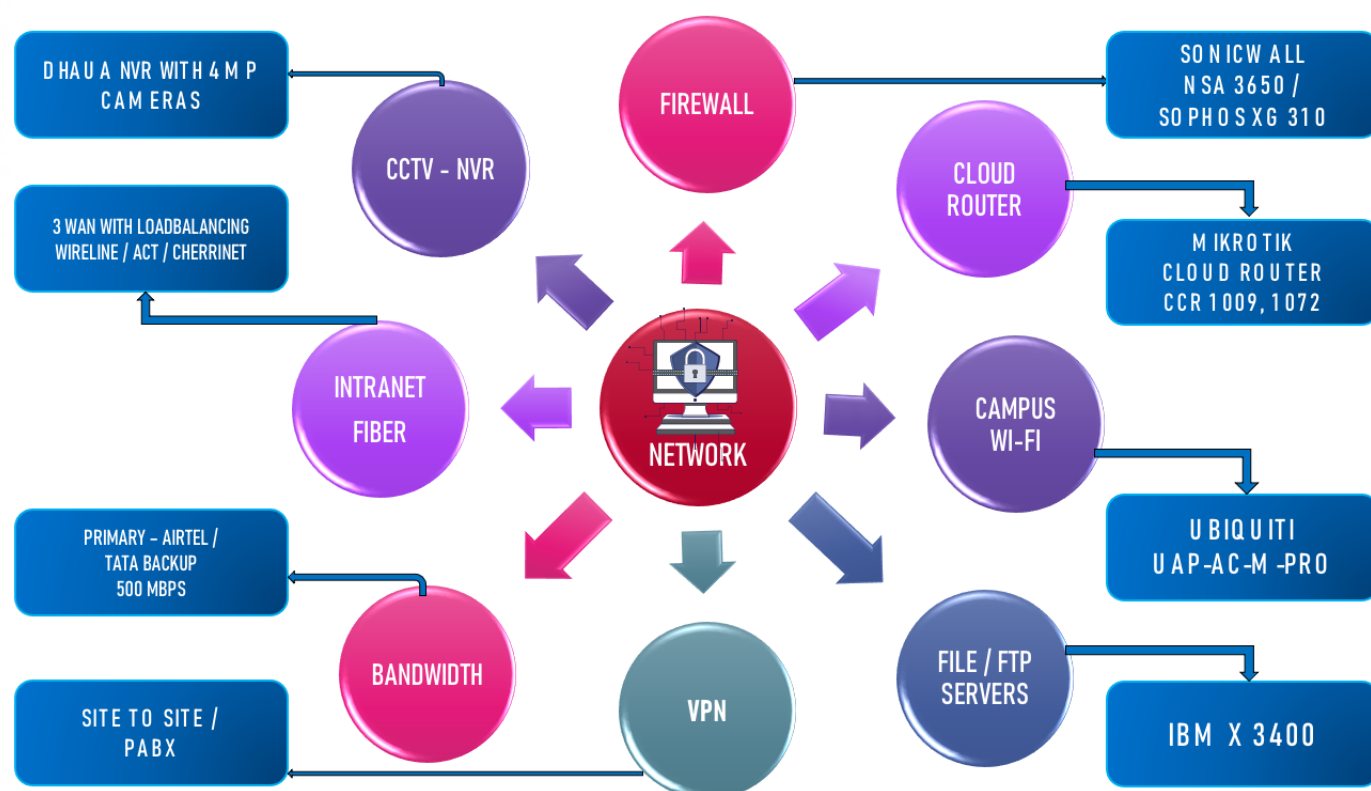
Wi-Fi details

All the staff rooms, classrooms and office are WIFI enabled

Software

The systems are installed with necessary software as per the curricular requirement. The Trust has software licensed by Microsoft Corporation. In addition to this, the systems are installed with the required open source software.

IT Facilities



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: 6:1

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: 750 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: 66.76

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)

2020-21	2019-20	2018-19	2017-18	2016-17
1241.34	585.38	479.20	479.66	555.89

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:

Systems and Procedures

The College has well established policies, procedures with monitoring system for the maintenance of all physical, academic and support facilities approved by the Secretary and the Principal of the College. The College has technical and non technical teams to look after the maintenance of the College campus. The Campus Manager takes care of the entire campus maintenance activities. Under him, there are supervisors for Civil, Electrical, Housekeeping, Transport, Security, Computers and general maintenance. The supervisors have employees with different skills to take care of the maintenance of the campus facilities. The details of the work undertaken by each section of the maintenance department is given in the organisational chart. The college has a policy of reviewing the maintenance activities of the facility twice in a year. The report is presented to the Principal and the Management. Based on the discussion with the Campus Manager and his team, decisions are taken by the Principal for further maintenance activities to be carried out in the college campus. This review helps the college to keep all the amenities in good working condition. The management allocates sufficient fund for the sustenance of the maintenance, development of infrastructure and updating equipment every year.

The Institution has Six well-furnished Blocks (A, B, C, D, E, F containing 182 Classrooms, 8 Seminar/Conference Halls, One Indoor Auditorium, one Outdoor Auditorium and two Amphitheatres amidst sprawling lawns and trees. The Institution ensures the maintenance of the physical infrastructure through the general maintenance team. Before the commencement of the academic year, maintenance audit is conducted and a report on the requirement of new equipment, replacement of the old equipment and modernization of machines is prepared. Maintenance is planned and carried out to upkeep the facilities of

the Institution. The Institution is barrier friendly for the differently abled by providing Ramps, lifts, special toilets, etc., and the campus is plastic free and litter free.

The power management and maintenance section of the college is headed by the electrical supervisor who ensures uninterrupted power supply and maintenance of electrical appliances. Before the commencement of every semester, review is conducted and a report on the requirement of maintenance and new installation are submitted to the Management through Principal. On the approval of Management, further maintenance is planned and implemented accordingly.

Library Committee look after the affairs of the library. The requirements for the Library are procured in a systematic way. Heads of each Department, in consultation with the Faculty and the Research Scholars, forward their requirements of books and journals to the Library Committee. Library Committee gets the approval of the Principal and Librarian procures the books based on the budget sanctioned by the Management. Every Department has its own Library with domain specific books of their programme accessible by the Students and Faculty.

The Institution has 21 computer centres monitored by the Systems Administrator with a team of qualified lab technicians for maintenance and troubleshooting activities. They also take care of the LAN system, Wifi facilities in the campus. The computers in the laboratories are given uninterrupted power supply through UPS system. Systems audit is done at the beginning of every semester and a report on the requirement of new machines, replacement of worn out parts/ out dated machines and upgrading of the machines is planned and executed.

Apart from the Computer centres, the general maintenance supervisor supports the laboratories of all other departments such as Bio-Sciences, Catering Science, Costume design, Visual Communication, Physics and Electronics. The laboratories are maintained by the respective laboratory assistants under the supervision of Heads of the Department. Before the commencement of the academic year, a lab audit is conducted and a report on the requirement of new equipment, replacement of the old equipment and modernization of machines/software is prepared. Annual Maintenance is functional in the campus which monitors the stock and functioning of the equipments and other instruments.

The Institution provides a well furnished Sports infrastructure to the students for Kabadi, Hand Ball, Cricket, Basket Ball, Carrom, Table Tennis, Ball Badminton, KhoKho, Athletics Track, Chess, Throw Hall etc., The Civil engineering maintenance team helps the physical education department for the maintenance of their facilities.

The transport supervisor and the transport in charge take care of the transport vehicles, renewal of insurance, routine and scheduled maintenance of vehicles. The institution has a service centre catering to the requirements of the transport department.

The security officer manages all the security personnel employed in the college and maintains all the records relevant to their functions. The security department maintains the register on vehicle movement, visitor's entry register and visitor pass in the normal course of time. As this time is pandemic period, all the members are put into a process of sanitisation and temperature check at the entry of the premises.

The Institution has canteen and food courts which serves hygienic food (South Indian and North Indian Foods) to the students and faculty members at affordable price.

The Boys hostel and Girls hostel are administered by separate warden, deputy wardens and the residential wardens who take care of the administrative and disciplinary issues related to their hostels under the direct supervision of the Principal, who is the chief warden for all the Hostels. However, the maintenance part is taken care of by the general maintenance department of the college about which the Principal is updated on a day to day basis.

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: 2.38

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)

2020-21	2019-20	2018-19	2017-18	2016-17
132	183	184	183	269

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: 27.87

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)

2020-21	2019-20	2018-19	2017-18	2016-17
4622	1615	1674	1521	1867

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 as offered by the Institution during the last five years.

Response: 86.52

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

2020-21	2019-20	2018-19	2017-18	2016-17
7215	7563	7521	6523	6321

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: A. All 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: 64.09

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

2020-21	2019-20	2018-19	2017-18	2016-17
2127	2027	1655	1665	1330

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: 13.12

5.2.2.1 Number of outgoing student progressing to higher education.

Response: 392

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: 80.59

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

2020-21	2019-20	2018-19	2017-18	2016-17
70	32	9	19	3

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

2020-21	2019-20	2018-19	2017-18	2016-17
75	35	11	22	6

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
Any additional information	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: 266

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.

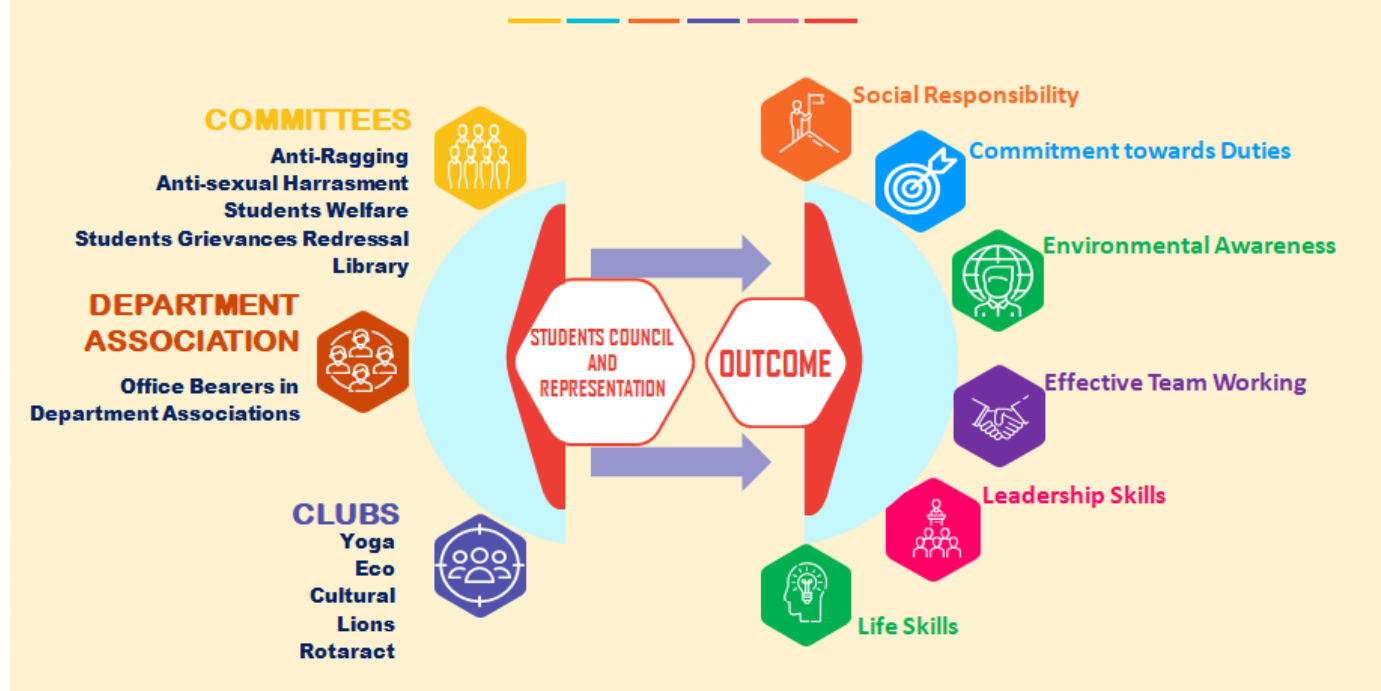
2020-21	2019-20	2018-19	2017-18	2016-17
16	96	83	45	26

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:

Student Council & Representation of Students



Students Council

The college has student's council which consists of representatives of each class from UG and PG programmes. The student's council provides opportunities to the students for enhancing their knowledge and leadership skill. Also, the member of student council is inducted in various committees so that their feedback about the curriculum, syllabus, evaluation methods and teaching methodology is obtained. The Institution believes in the overall development of students by enriching their skills, personality, attitude that are essential for employability and entrepreneurial ventures. The above aim is achieved by involving student members in various academic bodies, sports, cultural committees etc.

Objectives and functions of Students Council

- 1.To make the students to participate in all the events organized in the college to excel their talents and skill.
- 2.To make the students to participate in the activities that facilitates the college development.
- 3.To promote civic responsibility, leadership and human relations among students.
- 4.To facilitate the students to participate in various activities of clubs and committees.
- 5.To facilitate the students to submit their grievances, problems etc. to the Students Council for advice and suggestions.

Representation of students on academic and administrative bodies/Committees

The students have been nominated as members of various committees coming under statutory and non statutory committees.

Statutory Committees

1. **Anti Ragging Committee** support for maintaining discipline and a ragging free campus. and also in the implementation of Anti Ragging measures.
2. **Students Grievance Redressal Committee** express their suggestions relating to grievances of the students to solve the issues and take a prompt action to maintain a conflict free atmosphere.
3. **Anti Caste Discrimination Committee** monitor the problems of the Caste based discriminations.
4. **Internal Compliance Committee** ensure that the campus is sexual harassment free .

Non Statutory Committees

1. **Anti - Drug Committee** assist in organizing programs for a drug free campus..
2. **Entrepreneurship Development Cell** coordinates and organize entrepreneurial meet to motivate entrepreneurial spirit and skills among the students
3. **Student Welfare Committee** assist in organizing periodic meetings, analyze the feedback of students in curriculum and help to resolve hindrances in the learning process.
4. **Library Committee** support in the Library services in enhancing the readership habits in students.
5. **Cultural Club** initiate to organize cultural events every year consisting of different events, programs, competitions, and cultural stage performances.
6. **Sports Committee** support in organizing University Inter College tournaments and various sports meet in the campus.
7. **Hostel Committee** are responsible for maintaining hostel, hostel cleanliness, and ensuring food quality.
8. **Club** -The college has various clubs in which student members assist in organizing programs to Horne the skill set of students.
9. **Departmental Association** -Each and every Departments in the Institution select their own member students and assign designation like Secretary, Coordinators , Event Organizers , Treasures and conduct the academic activities regularly.

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: 46.4

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

2020-21	2019-20	2018-19	2017-18	2016-17
120	46	26	21	19

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:

About Alumni Association

The Alumni Association of Hindusthan College of Arts & Science (HICAS), Coimbatore has a robust base having a motto of active participation and playing a key role in the development of the college. The Alumni is consistently extending its support to the college both in monetary and non-monetary terms enabling the college to undertake various initiatives for the students benefit and for the growth of the college.

The alumni association has huge and strong network completely governed by its own bylaw and it was registered on 19.05.2014 under The Tamil Nadu Societies Registration Act, 1975. The network now has 3,471 registered members and it is increasing every year.

The Alumni association supports the college in the following ways

- To provide financial support for the infrastructure development of the college.
- To provide non-financial support by means of serving as resource persons in the conferences, seminars, training programmes organized by the college. Further, they support the students by granting permission to undertake training and to do project work in their own organizations. Also, they provide opportunities to the students to utilize the professional knowledge and expertise of the alumni through interactive sessions.

The Alumni Chapters

The Association has its own chapters in two places one in Kerala state and another in Bengaluru. These chapters are expected to function in such a way that it remains as the strength and source of support for the institution.

The Alumni Meet

The alumni of the college gather every year on the day of graduation and after graduation alumnus visit their departments and discuss about their experience, their opinion towards department development, feedbacks regarding academics development and about their willingness towards financial contributions. The alumni association plays a major role in building long-lasting relationships and creating camaraderie amongst the alumni across the globe. The alumni meeting will always remain as a memorable meet which provides nostalgic platform for strengthening the relationship.

Alumni Contribution

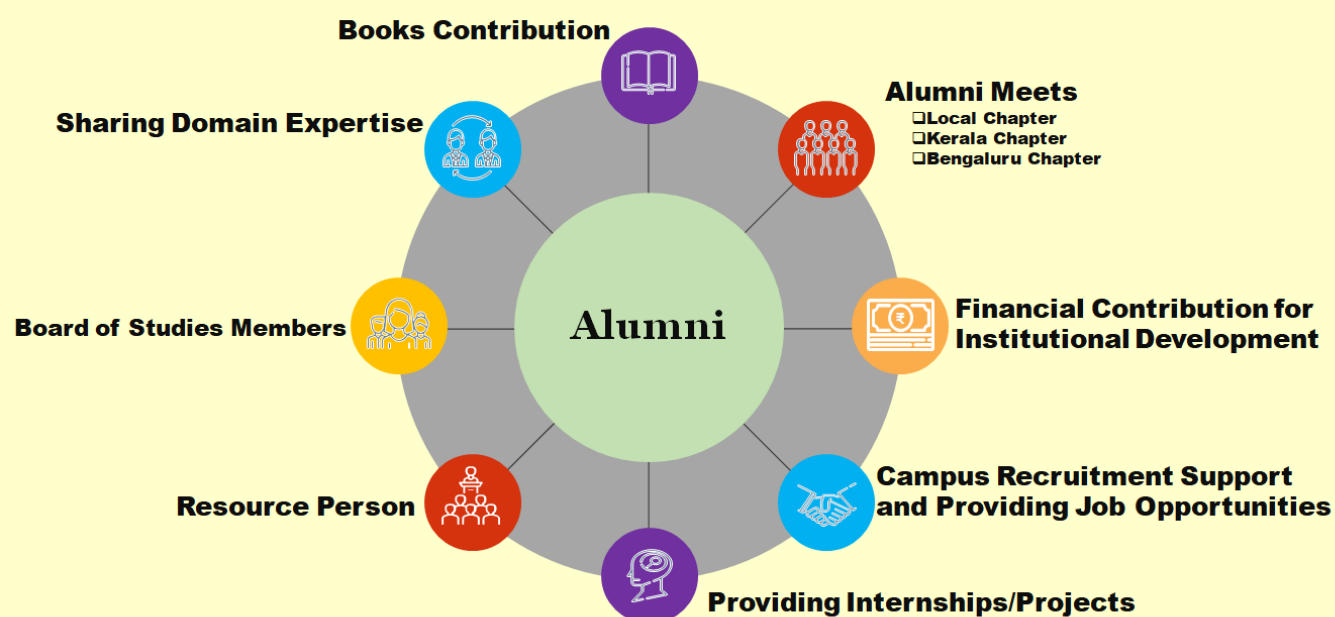
Financial Contributions

Alumni have contributed generously towards the Institution for the development of various academic resources. As on date the amount stood at **Rs. 27,24,602/-**

Other Support Services

1. Inviting senior Alumni as speakers for various programmes organized by the departments.
2. Alumni of our college have contributed text books
3. Inviting Alumni to share their entrepreneurial knowledge and also to conduct mock interviews and group discussions.
4. Campus recruitment by the Alumni in their own organizations.
5. Internship opportunities by alumni not only in their own organization but also in other organizations.
6. Alumni as a member of Board of Studies, contribute their ideas and expertise towards academic development.

Alumni Association for Institutional Development



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:

Vision

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

Mission

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

Governance through Effective Leadership

The administration of our College follows a decentralized pattern through which delegation of authorities is exercised so that leadership skills at various levels of the hierarchy are promoted. Through planning and organizing all the academic and administrative activities of the Governing Body, Academic Council, Board of Studies and Finance Committee, collective decisions are taken.

Internal Quality Assurance Cell (IQAC) channelizes all the academic and administrative activities for ensuring the quality assurance and enhancement of the educational development in our college. It also ensures the free flow of academic work through systematic planning and thorough monitoring of academic progress.

The Governance of the college is well directed by policies relating to Academic and Administrative aspects. The Governing body of the college is formulated as per the UGC regulations and takes care of plan and policies implementation relating to admissions, recruitment, introduction of new programmes and infrastructure developments and in the improvements in teaching learning process through updation and technological advancement.

The Academic Council which is constituted as per the UGC and the University regulations engages itself in approving the academic curriculum design and syllabus approved and forwarded by the BOS. It also ensures the preparation of syllabus in such a way that it reflects the latest trends.

Board of Studies refers to a body of academic Heads, Teachers and Experts from the university, Industry, Alumni and other academic Institutions. BOS is engaged in framing syllabus and scheme of examinations for various programmes offered in the college. BOS also engaged in updating the curriculum frequently to match with competitive standards and industrial requirements. It ensures that the syllabi cover

environmental, ethical and social values. It also focuses towards the knowledge development with a view to expose the hidden talents of the students.

The Governance of the college is ensured by the Management and the Principal of the college and jointly promote a system which enables proper delegation, improving the quality and efficiency and providing accountability in the interest of the stakeholders. The Principal effectively steers the various committees which are constituted to plan and implement all academic, curricular, co-curricular and extra-curricular activities to match with the vision and mission of the institution. Participation of the students in various clubs, committees, associations, sports events provides opportunities to the students for developing the leadership qualities.

Thus the College ensures effective leadership in tune with the vision and mission of the Institution and is reflected in its governance.

Governance of the institution Reflects an Effective Leadership contribute towards the Vision and Mission of the Institution



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:

Case Study: Effective leadership through decentralization and participative management is presented below:

Principal

The Principal, being the academic and administrative head of the institution, delegates the authority to the Heads of the Departments to carry out academic and administrative tasks. With regard to administering the office, campus maintenance and hostels, the Principal delegates the authority to the administrative officer and deputy warden in the case of the hostel. In the case of participative management, the Principal delegates authority to the Heads of the Department in conducting BOS meetings, Meetings of the standing committee on academic affairs and academic council. The college being an autonomous college, in the case of examination and related work, the Principal delegates the authority to the controller of examinations. Further, the practice of participative management can also be found in the functioning of CDC, Finance Committee and Examination Committee. In addition to the above, the HODs are included in the recruitment process which is considered as one of the vital aspects of participative management. The Principal also provides opportunities to the faculty members and students to be a part of members of various committees, associations and clubs as an addition to participative management.

Directors/Head of the Departments

The Directors/Head of the Departments assign workload and time table to the faculty member for day to day activities. They also supervise the class management of teachers and discipline part of the students. The Head of the Departments ensure the coverage of syllabus by the individual teachers and prepare a schedule of continuous internal assessment examination. In order to ensure further communication to the students and for day to day monitoring of class students, the HODs delegate the authority to the tutors. They also prepare the activity plan and the budget for their respective departments and delegate the authority to the department staff. The class tutors engage the students to involve themselves at various levels to extend their contributions towards conducting the departmental activities.

Controller of Examinations

The Controller of Examinations is empowered to administer the examination section where in, he delegates the authority to deputy controller of examination and Assistant controller of examinations for carrying out the examination work which is a vital part of the autonomous college. The Deputy Controller of the Examination prepares a schedule of the entire activities to be carried out and the task of conducting the end semester examinations.

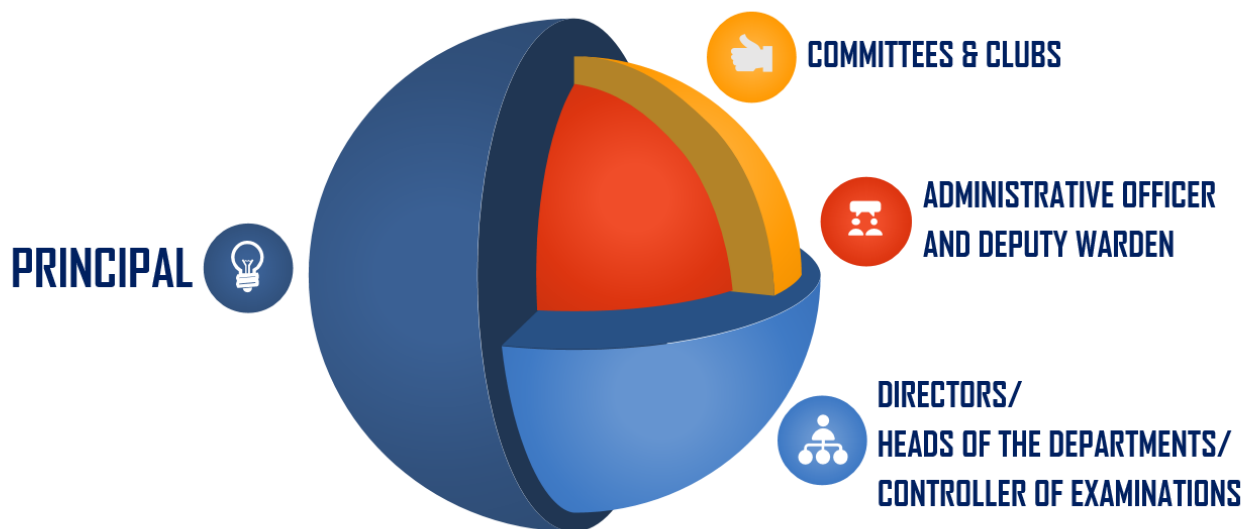
Administrative Officer

With regard to office administrations, the Principal delegates the authority to the administrative officer for day to day functioning of the Office and the management of non-teaching staff. The Administrative officer carries out the above activities relating to campus maintenance. He delegates the authority of general maintenance to the Campus Manager.

Deputy Warden

For the purpose of managing the affairs of the Hostel, the Principal delegates the authority to Deputy Warden of the Hostel who takes care of administration of hostels and monitoring of students through Residential Wardens and supporting staff.

Effective Leadership is reflected in various Institutional Practices such as Decentralization and Participative management



File Description	Document
Any additional information	View Document
Link for additional information	View Document
Link for strategic plan and deployment documents on the website	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The College adopts the following strategic plans and they are effectively deployed for enhancing the quality in higher education.

- International Exposure - Global Immersion
- Curriculum Enrichment
- Industry Integration
- OBE, LOCF
- Career Preparation
- Increased Community Engagement
- Nurture Research and Innovation,
- External Partnership

Among the several strategic plans, Global Immersion Programme (as a part of International exposure) is being given as an example.

The college has entered Memorandum of Understanding (MOUs) with AIMST University, Malaysia, Berjaya TVET College, Malaysia, Multimedia University, Malaysia, Asia Pacific University of Technology and Innovation, Malaysia, Sunway College Malaysia, AMITY Global Business School, Singapore, Giles Brooker Academy, New Zealand with the intention of Advancement of Research Culture, Joint Conferences, Seminars and Workshops, Faculty and Student Exchange, Resource Sharing under Global Immersion Programme.

Global Immersion Programme

In continuation of the Memorandum of Understanding, a Global Immersion Program was organized in association with AIMST University for our students, in which a 5 Day residential program was conducted in AIMST University Campus. The programme covered many technical sessions that are handled by the faculty members of AIMST University. This indeed is very helpful for the faculty and students in gaining knowledge and resources for the improvement of the teaching learning process.

The Department of Biotechnology of our college and Faculty of Applied Sciences, AIMST University, Malaysia jointly organized Three-Day Virtual Global Immersion Program (VGIP) on 'Recent Trends in Biotechnology' for Biotechnology and Microbiology students for gaining knowledge on advancements in their selected field.

The Department of Microbiology and Biotechnology of our college and Faculty of Applied Sciences, AIMST University, Malaysia jointly organized Seven days International workshop on data analysis and statistics using SPSS and Microsoft excel for Biotechnology and Microbiology students as an exposure to the research.

Department of Computer Streams (CS, BCA, CT, IT) & MBA of our college jointly organized with Asia Pacific University of Technology and Innovation, Malaysia an "International webinar on Emerging Business Trends in Data Analytics" for the students of Computer Science and Management for emphasizing the importance of data in modern day business.

The faculty of Commerce streams of our college shared their knowledge and expertise in Crowd funding, Ethics in Finance with the students and faculty of AIMST University.

The Department of Management in collaboration with Berjaya University conducted a two days International Conference on the topic "Inclusive growth strategies towards sustainable development in the field of social, commerce and management. The Department of Management also conducted webinar on the following topics:

- A Report on Landscaping World Economy Amidst the COVID 19 Crisis
- International Trade -India and Malaysia's Perspective

The Department of computer science with cognitive systems was bestowed with the "Most voted invention award" at Innovative Expo, RICES 2021 held at Multimedia University, Malaysia for the project "Acoustic Fire Extinguisher". The team participated in the research invention category and got selected for the award. The product demonstrated the Internet of Things domain implementation as prototype model. It has also

received Bronze Award for the same.

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, service rules and procedures, etc.

Response:

HICAS is a well reputed institution of higher education. Governing Body is the apex entity as depicted in the organogram of the college. It has been constituted as per the statutory norms having adequate representation from the stakeholders.

The Governing Body is the Statutory Decision Making body of the Autonomous Institutions. Tasks relating to governance and policy decisions are engaged by the Governing Body. Important decisions relating to courses offered, constitution of various bodies, appointments, approvals relating financial statements, research are bought under the purview of the Governing Body. The minutes of the Academic Council, budgets forwarded by the finance committee, perspective plans are presented for approval. Discussions relating to the academic performance of the students, status of faculty research, training and development and future plans are also included in the meeting. Planning and Implementation, improvements in academic related matters are entrusted with the Academic Council. The Principal, in consultation with the Chairperson and the Secretary of the college, manages the day-to-day affairs.

Curriculum Development Cell of the institution plays a crucial role in the area of curricular planning and implementation, its develops strategies to initiate academic programmes to meet the expanding demand of the society and the industry. The primary aim is to fulfil the needs of students from diverse groups, to constantly set high standards in devising and implementing curriculum for the various programmes offered in the institution.

Administrative Set Up

The Secretary and the Principal are the backbone of the administration. The Principal is entrusted with the day-to-day administration of the college.

The Heads of the Departments, IQAC coordinator and Administrative Department assist the Principal in discharging of work smoothly and efficiently. The institution practices delegation of the decision-making powers to various levels in the organizational hierarchy fostering decentralization.

Administrative Setup, Appointment and Service Rules

The policies, administrative setup, appointment and service rules, procedures, etc are laid down in the Human Resource Policy of the Institution and are made available in the institution's website.

The various bodies in the hierarchical structure of the institution have well defined roles and responsibilities to ensure role clarity and accountability and proper functioning. Meetings are held regularly at all levels for ensuring efficient functioning. The Organogram clearly gives out the structure and levels of hierarchy followed in the institution.

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 is magnanimous in extending welfare measures for the teaching and non-teaching staff and they are provided in a various forms for their career development and in their progression, which are as follows:

1. Relating to General aspects:

- Contributory Provident Fund for teaching faculty and non-teaching staff
- Providing financial aid for the education of the children of staff members in our Institution.
- Provision of Interest free Loan facilities payable in convenient installment systems
- Grant of Maternity leave
- Group Insurance scheme

2. Way to Career Progression:

- The Institution regularly organizes Orientation and Faculty Development Programmes for the faculty members for the betterment in their career progression.
- Faculty members are encouraged to take up FDPs and Courses for upgrading their knowledge.
- Periodical Training Programmes are organized to train lab assistants for efficient handling and upgrading lab equipment.
- Administrative Staff members are given training in the areas of office management, communicative skills, documentation, etc.,
- Faculty members are encouraged to apply to funding agencies for conducting seminar, conferences etc UGC,DBT,DST, ICSSR, TNSEST for higher education etc

3. Consultancy:

- The Management of HICAS motivates Faculty Members to involve in Consultancy.
- Provide industry consultancy and testing service, active participation in promoting industry institution interaction
- The college train the faculty members for strengthening towards consultancy services where they get 100% of the revenue generated.

4. Health related measures:

- The Institution provides concession in medical expenses for the staff members if admitted in Hindusthan Hospital, a sister concern.
- Regular Eye-check up camps, Blood Grouping Camps, general personal hygiene camps, cancer awareness programmes, programmes on Yoga and Meditation are organized at the expenses of management to Teaching and Non-teaching Staffs.

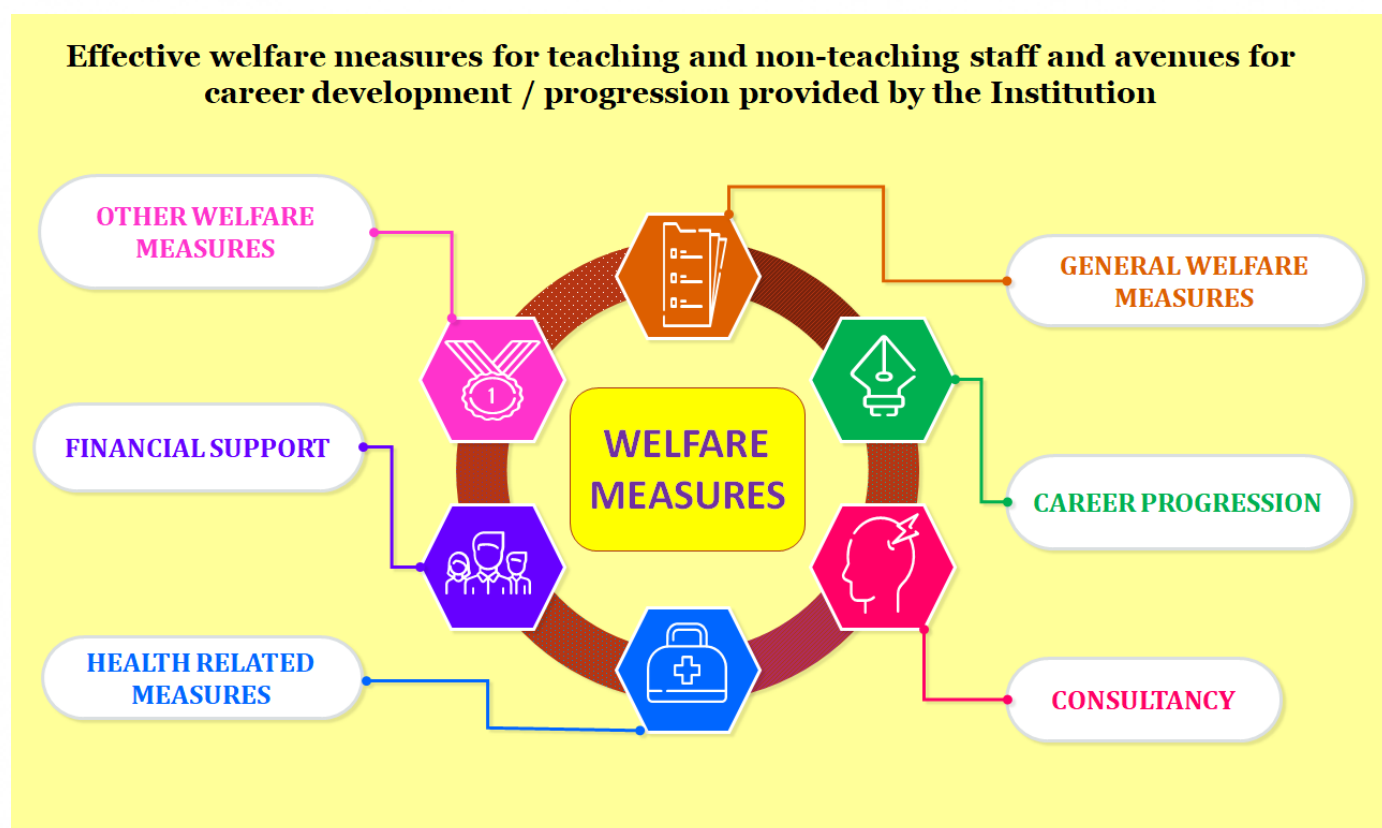
5. Relating to Finance

- Financial support is provided by the management to teaching staffs for paper publications, attending national and international seminars & conferences.
- Financial assistance by way of registration fees, travel, and accommodation are being provided to teaching staff for attending programmes abroad.
- Salary advance is provided to meet out special exigency for the staff.
- Festival advance is provided for administrative and supportive staff and they are deducted on monthly installments.
- To celebrate Diwali, every year Teaching and Non-teaching staff are given Diwali Bonus
- The Children of administrative and supportive staff are given admissions with scholarships and fee concessions in our college.

- Refreshments are given during working hours for non-teaching staff

6. Other Welfare measures

- Separate sick room facility
- Crèche
- Staff Quarters



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: 34.59

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

2020-21	2019-20	2018-19	2017-18	2016-17
108	154	141	72	59

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: 30.4

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

2020-21	2019-20	2018-19	2017-18	2016-17
58	39	29	13	13

File Description	Document
Reports of Academic Staff College or similar centers	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: 40.07

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

2020-21	2019-20	2018-19	2017-18	2016-17
196	112	106	110	91

File Description	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:

Audit

An audit is an objective and quantitative appraisal of financial position of an Institution. The auditors find out the financial position by analyzing financial statements and comparing the same with the books of accounts presented to him during the financial year. There are two types of audits viz., Internal audit and External audit.

Internal Audit

The internal audit process starts once the accounts are prepared and verified by finance officer of our college. The internal auditor scrutinizes the accounts to ensure correctness in the accounting entries in journal and ledger by comparing the transactions shown in the voucher. The internal auditor also checks the stock physically and verifies the correctness with the books of accounts. Thus internal auditing make sure that all financial transactions are factual and could be reliable and at the same time it helps the statutory final audit to go smoothly. The Principal is also in the internal audit process before the statutory audit take place.

Accounting documents and evidences like vouchers and invoices are audited regularly. The accounts section frequently verifies the records which are statutory obligation such as Provident Fund, Tax Deducted at Source, Income Tax and Employee State Insurance Corporation, necessary deductions are carried out and all the accounts are compiled and submitted to the Internal auditor for verification. Internal auditing is always conducted regularly and periodically just to verify the accounts by checking vouchers and entries for the transactions made during the particular financial year and verify the financial statements prepared. Thus, internal auditing helps the college to facilitate conducting of the external audit.

External Audit

The purpose of external audit is a statutory audit that every organization has to fulfill including the college at the end of financial year. Accordingly, the external audit in our college is done by qualified chartered accountant who verify all the financial transactions appearing in the journal and ledger and compare with bills and vouchers from where the entries are made. While auditing, the auditor also verify whether the accounts prepared match with Indian Accounting Standards. The external auditor not only verifies whether

the transactions are factual but also check the need for such financial transaction. At the end, he also certify the financial statement and give his opinion whether the statements presented show true and fair value.

Fees collection, grants from various funding agencies and other grants received towards projects etc. are the sources of funds for the institution. All these items reflect the institution's in the college financial statement. The financial statements are also scrutinized by the finance committee and send it to the approval of the Governing body /college committee.

Name of the external auditor of our college:

CA. Ravishankar

Rajan Sankar & Co.Chartered Accountants,

No.1, Sarojini Street,

Ram Nagar,

Coimbatore -641 009

as the external auditors. At the end of every financial year the financial statements are finalized by the external auditor and are submitted for approval in the Board Meeting of the Trust.

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: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

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

Response:

A very effective and efficient mechanism is exercised for monitoring the mobilization of funds and in proper, effective and optimum utilization of funds from various sources. As our institution is a self-financing institution, the main source of funds is the tuition fees which includes fees collected from enrolled students and hostel fees collected from hostel inmates. The funds received from funding agencies such as UGC, DBT, DST, Department of Social Defense etc. and a part of income from consultancy form part of the source of mobilizing funds. In addition to the above, revenue from income received for conducting contact classes and examinations of distance education of various universities, TNPSC, ICAI, ACS, Banks etc. the government and private educational exams, conducted in our well-equipped classrooms. Alumni Contribution towards development of the college also forms part of the source of funds.

To ensure proper and optimum utilization of the funds mobilized, the institution is keen in the spending funds on a need based strategy. Salaries and other benefits for teaching and non-teaching staff occupy a major part of the expenditure. The college also spends for purchase of laboratory equipments, chemicals, computers and other accessories, teaching learning aids, ICT upgradation and maintenance expenses, sports equipment, books and journals, furniture, food and accommodation expenses, electricity, maintenance expenses of other equipment etc. The college also spends for advertising during the admissions and scholarships given to various categories of students. The requirements of funds are assessed based on the budgets submitted by the finance committee, budget proposals submitted by the various departments. After receiving the budgets and proposals they are submitted to the Board of Management through the Principal. The management after elaborate discussion sanctions the funds with direction for various methods of spending. Accordingly, the funds are distributed to various departments and are monitored for optimum utilization. The funds are also utilized for conducting department activities like Seminars, Workshops, Conferences, Training for students under Global Immersion Programme conducted by foreign universities, Faculty Development Programmes, Research and Development expenditure like provision of seed money, support for books and article publication, acquiring copyrights and patents. The funds are also utilized for conducting cultural events and celebration activities of students. In order to become eco-friendly and to make green campus, the college is spending for establishment of solar energy system, usage of LED bulbs, sewage water treatment plant etc. Surplus fund is used for the development activities.

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 Internal Quality Assurance Cell (IQAC) of our College has been continually working in synchrony with different entities of our college with the motive of enhancing the quality of teaching and learning process and for enabling the effective functioning of the Quality Assurance System. The IQAC in association with CDC brings out the Industry Integrated Courses and new courses.

Incremental improvements made for the preceding five years

The college has ISO 9001:2015 certification for maintenance and continual improvement by consistently following the quality policy, quality objectives, outcomes, initiating corrective and preventive action and management review. Involvement in identifying and developing benchmarks for maintaining quality in the area of planning and implementation of Curricular Aspects, Teaching-Learning and Evaluation, Research, Innovations and Extension, Infrastructure and Learning Resources, Student Support and Progression, Governance, Leadership and Management, Institutional Values and Best Practices.

Further, IQAC supports the college in the submission of relevant documents for getting NIRF Ranking. It is also engaged with departments inside the college and in collaboration with the institutions outside the college for conducting FDP in the areas of research and using ICT tools in teaching & learning. It also facilitates conducting of Internal and External Academic Audits that are essential for validation of quality. Further, IQAC is also coordinating with the research committee in exploring new areas of research and encouraging the faculty by providing seed money. IQAC is also facilitating the college for engaging consultancy work which is discharged by qualified faculty members in various departments. IQAC also contributes to strengthening the Examination section through an effective assessment and evaluation process. The IQAC brings out a college newsletter quarterly.

Post accreditation quality initiatives

The following are the post accreditation quality initiatives.

- ? **ISO certification for the college**
- ? **Curriculum revision**
- ? **Teaching learning process using ICT tools**
- ? **Establishment of Curriculum Development Cell**
- ? **Feedback mechanism**
- ? **Modern evaluation methods such as MCQ, question bank etc.**
- ? **Outcome Based Education, Learning Outcome based Curriculum Framework under CBCS pattern**

? Internship and Training

Two practices institutionalized as a result of IQAC initiatives

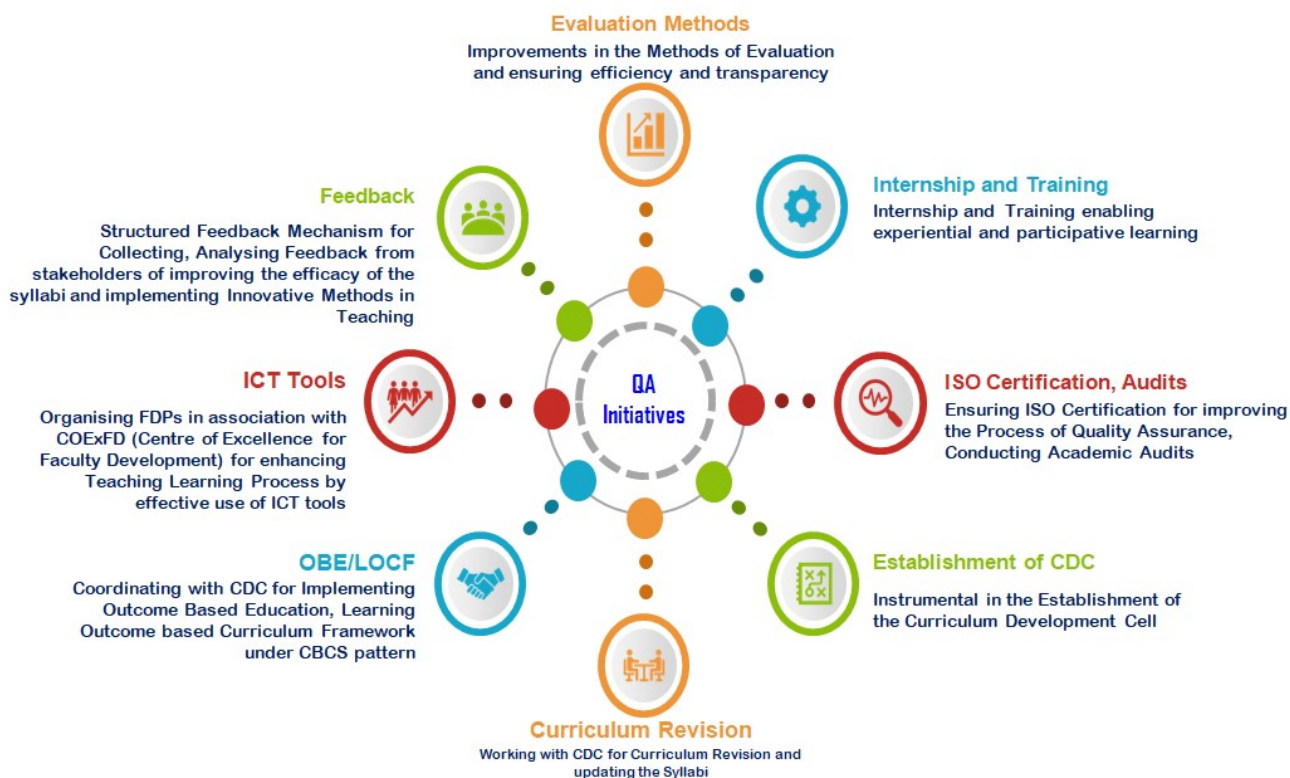
i) Academic Audits

The IQAC and CDC plan and conduct internal as well as external academic audits regularly. An internal auditor is identified among the faculty members and a time schedule is prepared for conducting internal audits. Thereafter, the coordinator assigns the departments to select the internal auditors for auditing. For External audit, the external auditor is identified among the experts from other institutions and industries for conducting external audit, the audit covers the aspects such as Teaching & Learning, Workshops/FDPs/Seminars/Conferences conducted/Attended Research, consultancy and quality publications, Departmental activities, Value added courses and Result Analysis

ii) Training for enhancing Teaching Learning Process and Upgradation of skills

The IQAC and COExFD (Centre of Excellence for Faculty Development) plan and organize various programmes to enhance the efficacy of the teaching learning process and for the upgradation of skill. The programmes relating to digital teaching, Innovations and Best Practices in Higher Education, Hands-on Training for E-content development etc were conducted.

Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives



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:

IQAC of the college is considered as a coordinating and monitoring body for ensuring quality and excellence among various entities of the institution. IQAC constantly strives for the improvement, enhancement and further development of the teaching-learning process. It engages both faculty and students to be proactive in the teaching-learning process. IQAC plays a significant role in developing new methodologies and facilitates ICT enabled teaching, learning and evaluation. It also works in synchrony with the Curriculum Development Cell and the Controller of Examinations to evaluate the outcome of the initiatives taken to ensure that the expected learning outcomes are obtained.

Example 1: Technologically enabled teaching-learning process

To keep pace with the latest developments in academia, the IQAC supports the use of more ICT enabled facilities for the students in the teaching learning process.

ICT enabled teaching strategies: In addition to the traditional chalk and talk lecture method, the teaching learning process is implemented more effectively by incorporating the latest ICT tools in the process. In order to emphasize the use of technology to the advantage of the teaching and learning process, the faculty members are given training in using a variety of ICT tools like Google Classroom, Google Meet, Kahoot, Quizlet, Edmodo, etc. The faculty members are also trained in the preparation of e-content materials. Further, the college has prepared videos through its media centre and it is posted in YouTube channels for the benefit of the students who can listen at their convenient time and date. The ICT enabled teaching ensures both slow and advanced learners that enough opportunities to learn with greater interest and to opt for self-learning.

Example 2: Improving Industry Readiness

Improving the students to be industry ready is one of the important aspects considered in the teaching learning process. The IQAC reviews periodically the industry readiness of the students and the necessary actions are carried out through curriculum updation, placement support, industry tie-ups, introduction of industry integrated programmes etc. and it results in a favorable learning outcome for enhancing the employment and entrepreneurial skill of the students.

The employer being one of the stakeholders is involved in providing inputs to the college and based on the inputs, the college revises the curriculum and as a result, the curriculum is modified to suit the job market.

Further towards Industry readiness, value added courses also play a significant role by improving the competency of the students through enriched curriculum, internship training and projects etc. The college has entered into MOUs with companies like IBM, Google, Microsoft, TCS, MAAC etc. for designing structure of the curriculum, implementation of methodologies in teaching learning process and in providing training to our students for making them absolutely employable. Also, to make the students industry ready, Corporate Relations Team of our college provides training to the students right from the first year of their study.

These are a few examples through which the Institution regularly reviews its teaching learning process, structures and methodologies of operations and learning outcomes through IQAC.

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Online and Value Added Courses

New Online Courses and New Value Added Courses improve the students skill and talent for an overall development

Industry Integration

Industry Integrated Courses with IBM, Google, Microsoft, TCS, MAAC are offered to students to enhance their competency for required Industry Standards

MOUs

MOUs with Foreign and Indian Universities and Colleges enable the Staff and Students to have access to global knowledge sharing

Evaluation Reforms

The Evaluation Methods have also been reformed so as to conduct CIA II through Online



Feedback

Inputs from Feedback are used for the review

Curriculum Revision

The Curriculum are revised to improve the quality of the Teaching Learning Process

Updating ICT

ICT tools are reviewed and updated for improving the effectiveness of the teaching methodology and the Department Blogs are updated for sharing the study resources

Industry Readiness

The Corporate Relations Team train the students to be Industry Ready through their continuous training and placement schedules.

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

Hindusthan College of Arts and Science is committed to the motto of the College 'Education Ethics and Excellence' and it offers education to both male and female students impartially. A lot of emphasis is given to the girl students of our institution to empower them in the form of programmes and beyond the classroom activities.

Safety and Security

Our institution is a co-educational institution fully committed to provide a safe and protected environment to female students and faculty. The campus is secured with compound walls and our security personnel monitor the safety of the students and the faculty round the clock. The Discipline Committee members monitor at the main gate in all the floors, corridors, playgrounds, canteens and the parking area to ensure perfect discipline in the campus. 148 CCTV cameras have been installed in the campus at all critical points.

It is mandatory for students and faculty to wear ID cards within the campus. This prevents any outsider from entering the campus. Visitors entering the campus avail a visitor's pass at the main gate.

Cells like Anti-Sexual Harassment Cell, and Students Grievance Redressal Cell, Discipline Committee, Anti-Ragging Cell are actively functioning and provide a perfect platform for the security of students.

Women Welfare and Empowerment Cell works towards raising the status of women through education, awareness, literacy and training.

Students can contact the Principal, Head of the Departments, Anti Ragging Committee, and Disciplinary committee at any time over the phone to express their grievances. Higher officials from the Police Department are invited to create awareness on cyber security issues, the dangers of smart phones, the misuse of social media, and awareness on the use of **Kavalan App**.

Self-defence programme including Karate Classes are conducted for girl students regularly. Students are permitted to leave the hostel only on prior intimation and permission from the respective authorities. In the case of first year students, parents are advised to accompany them while leaving the hostel. Courses relating to Gender such as Women Studies, Human Rights and Gender Equality have been incorporated into the syllabus.

Student support cell

A professionally qualified counsellor in the campus gives special counselling to students on personal issues, addictions and stress. Class Tutors counsel the students to improve their academic performance and advice on personal problems.

Other Facilities

Common Room

The College provides separate common rooms for boys and girls. These are well furnished and provided with magazines, newspapers, board games to refresh their minds.

Day Care Centre

The College supports the female faculty members by providing a Day Care Centre which takes care of their children.

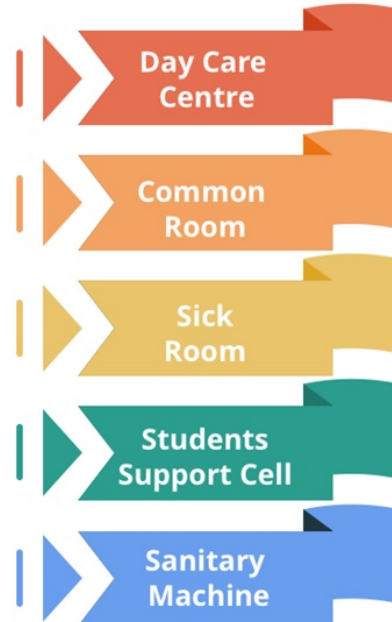
Sick Room

Sick-room facility is available for students and faculty members within the campus for first aid treatment. In case of any emergency, the students are taken to Hindusthan hospital (sister concern) which is a distance of 1000 metres.

Sanitary Napkin Vending Machines and Incinerators

Sanitary napkins vending machines are available in the campus. Incinerators are installed in ladies toilets to dispose of sanitary napkins in a hygienic manner.

Specific Facilities for Women



File Description	Document
Annual gender sensitization action plan	View 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

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:

The College has taken strong measures to keep the campus eco-friendly and to provide a clean environment for the students and faculty.

Solid Waste Management

The college has an effective system to handle the diverse nature of waste generated from the various buildings. Dustbins are provided in all the blocks to keep the campus and the surrounding environment clean and tidy. For different types of waste color coded bins (Red, Blue, Green, and Yellow) are there. Biodegradable waste is dumped in compost and vermi compost pits for conversion into manure / fertilizer which is used in the gardens. The college has a Memorandum of Understanding with **ND Logistics** which

is certified by Coimbatore Corporation to collect all other waste from the campus.

The use of plastics is restricted as much as possible inside the campus. If any such plastic materials are found in the campus they are collected and disposed of through ND Logistics.

Paper Waste Management

Paper that is used only on one side is reused by the College office and Departments for taking rough drafts. Office automation has contributed immensely towards reducing paper usage. E-Campus is a Campus Management system that reduces the use of papers. COE office is also completely automated. The CIA II is conducted through the online mode from 2018 onwards that reduces the paper usage considerably.

Liquid Waste Management

Biotechnology, Microbiology and Food Processing Technology and Management Departments use chemicals during their practical classes. Measures are taken to ensure that all chemicals are diluted before discarding them. Hazardous and Radioactive materials are not used in any of the labs. The labs have the safety manual and safety rules displayed.

Biomedical Waste Management

The Department of Biotechnology and Microbiology produces biomedical waste due to their laboratory experiments. This biowaste in terms of quantity is insignificant and however it is being disposed through incinerator. The liquid waste produced by the above departments including chemicals are disposed through waste water as the chemicals used in the labs are not hazardous in nature.

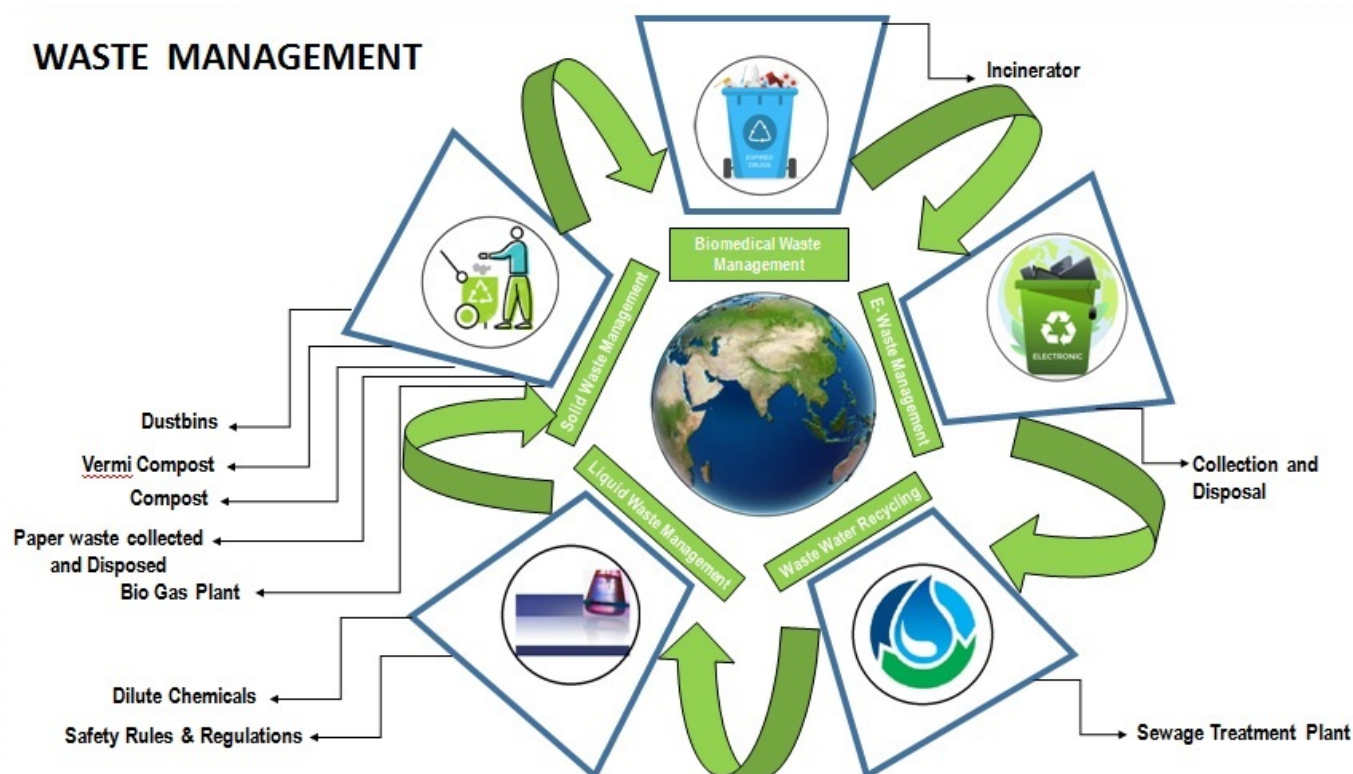
E-Waste Management

Periodic maintenance of electronic equipment, UPS batteries and other peripherals are done to reduce e-waste generation. The college has signed a Memorandum of Understanding with TNPCB for disposal of unused computers, printers and other electronic equipment.

Waste Recycling System

The college follows the 5 R's technique - Refuse, Reduce, Reuse, Repurpose, and Recycle - in waste recycling process. Paper waste is recycled through an MOU with ND Logistics and ITC whereas, e-waste are recycled through MoUs signed with TNPCB. The Biogas Plant and Sewage Treatment Plant in the campus help in recycling solid and liquid waste.

WASTE MANAGEMENT



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

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: A. 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 are 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: A. Any 4 or all 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
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:

The campus provides an inclusive environment and shows tolerance and harmony in all aspects of the activities. This inclusiveness goes beyond caste, community, colour, language and religious boundaries. The students find the campus as a conducive atmosphere which makes them feel unified and equal as no partiality is shown towards any student. As our students hail from diverse cultures, much importance is given to accommodate the contribution of every student without any disparity. These ventures help students to become better citizens for the future as the college believes learning is not confined only to the classrooms.

In view of the broad objective of the college in promoting peace and harmony in the campus, every day begins at 9:30 a.m. with a prayer through the Public Address system.

There is an Induction programme every year for the first year students to acquaint them with the College, the Department and the Course. This helps the students to mingle, accept social and cultural differences that are created for campus culture. Apart from this, FRESHER'S Day helps to break the ice and build up the confidence and self esteem, there by the students are ready to come out with their talents.

Communal harmony is promoted through various activities and celebrations such as Pongal, Onam, Dhoti Day, Handloom Day, Yoga day etc. In order to promote peace and brotherhood fraternity, religious functions like Christmas, Deepavali and Ramzan are organised for the students.

Our institution shows empathy towards weavers whose livelihood has been affected due to industrialisation and the Corona pandemic, so the faculty and students buy Khadi products, Handloom saris Handloom Day is celebrated every year with both boys and girls and faculty members wearing handloom clothes.

Teachers day is celebrated annually by all on Sept 5th to honour the memory of Dr. S. Radha Krishnan, one of the finest teachers and former president of India. The students give speech on Dr. Radha Krishnan appreciating his priceless knowledge and quotes.

Linguistic Inclusiveness: Regarding the curriculum the college offers a choice in the second language under the Part I category, Tamil, Hindi, French and Malayalam, to facilitate the students to opt for the

second language of their choice.

Our College has various Clubs and Associations that actively conduct programmes to the students from diverse cultural backgrounds. Also, students are encouraged to write articles and poems that are featured in the English, Tamil, Malayalam and Hindi in our college Magazine,

Economic Aid: The Management supports students from economically and socially weaker sections through granting fee concessions and scholarships. Also, the management is courteous and magnanimous in fulfilling social obligations as a matter of convention with a strong belief towards societal development. As a matter of reference, the college has arranged for relief material and sent to the victims of the Gaja cyclone. More than 1000 people benefitted and the relief materials were distributed through student volunteers.



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:

It is a firm belief of the management, the principal and the faculty to educate the students about rights, duties and responsibilities of citizens of India. Apart from the curriculum, the students have to be taught about human values, constitutional rights and their duties to be performed as citizens.

The curriculum has been upgraded from time to time and value education has been included when students are taught certain values like respecting elders, honesty, tolerance and even yoga which promotes human excellence. The Rights and duties of citizens of India like voting rights, Right To Information, Values of Justice, Liberty, and Equality are being taught to the students. In order to sensitize the students on the issues beyond the classroom and to create empathy for the less fortunate people, the Departments organize visits to the orphanages, old age homes, and shelters for destitute women that result in instilling values of compassion and empathy in the minds of students.

The tutors and the faculty counsel students on social values to enable them to get rid of fear and feeling of insecurity in the society. Through street plays and mimes the students and NSS volunteers create an awareness in the villages on De-addiction, female infanticide, misuse of social media, Anti dowry etc.

Since 2016, the college has made it mandatory for all the departments to inculcate moral values through Value education, Human rights, Law of Ethics, environmental studies under Part IV in the curriculum.

The Departments of English has included 'Value Education' subject in the curriculum, 'Women studies' is an interesting subject which focus on gender equity. The curriculum of Department of Social work includes a course entitled 'An Introduction to Social Work'. This course covers the topic related to the emerging areas of Social Work such as work with Transgender, Gender Equality for women and rights of Lesbian Gay Bisexual Transgender and Questioning(LGBTQ).

Students are educated on the traffic rules and regulations by the NSS volunteers who constantly conduct Helmet awareness campaigns, Road safety campaigns that make the students to take precautions. Regular events are conducted on the need to Vote, which helps to sensitize the students on youth power and how they have the ability to govern or change the present scenario. Lectures on Anti corruption are delivered for the benefit of the students. The departments also focus on taxation to make students worthy citizens for the future. Since many students are unaware of their rights and duties, a number of lectures are arranged with the experts who educate the students, to promote awareness on human values, social norms, respect for elders, equality etc. Further, for the benefit of students, various programmes and activities are organized and where special emphasis is given to tolerance, empathy and honesty.

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: A. All 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

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

Response:

Our institution is a co-educational institution which is a blend of various cultures, as the students hail from various parts of India and abroad. It is the constant endeavor of our institution to foster human values, instill knowledge about our culture, traditions through celebration of festivals. The College has made it compulsory to celebrate National festivals, commemorative days and events which are explained below.

National Days

Every year, Republic Day and Independence Day is celebrated in the college where flag is hoisted by the Principal in the presence of students and N.C.C cadets. Faculty and students give speeches on National Integration and the importance of Republic Day. The N.C.C. cadets pay their tribute to the great souls who spent their lives for fighting for freedom of the country.

On **Gandhi Jayanthi day**, the N.S.S. unit of the College makes efforts to organize programmes relating to Swachh Bharat in the form of services to the public who are less fortunate.

Women's Day Every year, on the 8th of March, **International Women's Day** is celebrated. Various programmes commemorating this day are being conducted by inviting eminent women speakers to address the students and invitees on Gender Equity Issues.

Festivals

Pongal - Agriculture is the main occupation of majority of the people in Tamil Nadu and hence

importance is given to Pongal festival. This festival is celebrated in the campus where in the staff and students cook and prepare pongal and distribute the same.

Onam - Students celebrate Onam festival by wearing the traditional kerala Saree, they make floral arrangements and serve the traditional Kerala cuisine called Onam Sadhya

Christmas - This day is celebrated on 25th of December every year to signify the birth day of Jesus Christ. On this occasion, a drama depicting the birth of Jesus in the manger is staged by the students.

Commemorative Days - To sensitize the youth on all the sacrifices done by our great leaders towards our nation, the college organizes commemorative days as given below.

Teacher's Day - Dr. Radhakrishnan's birthday (September 5th) is celebrated as Teachers Day every year.

World Students Day - Dr. Abdul Kalam's birthday (October 15th) is celebrated as World Students Day.

International Yoga Day - June 21st is celebrated as International Yoga Day. Since Yoga is an activity which involves physical, mental and spiritual practices, several programmes are organized.

World Environment Day - 5th of June is observed as World Environment Day. The Eco-Club in association with various departments creates awareness on protecting the environment.

World Wildlife Day - World Wildlife Day is celebrated on March 3rd. The Departments encourage students to celebrate this day and create awareness on the importance of World flora and fauna.

World Aids Day - December 1st is observed as World Aids Day which focus towards uniting people for fighting against HIV and in this regard awareness programmes are organized.

Women's Day - March 8th is celebrated as Women's Day.

Human Rights Day - December 10th is celebrated as Human Rights Day.



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:

Best Practice 1

Emphasis on Holistic Development of the Students

1. Objectives

Hindusthan College of Arts and Science is committed to provide not only world-class academics but also beyond the classroom initiatives. The main focus of the college is to achieve holistic development of the students. The process of achieving holistic development is done through intellectual, mental, physical, emotional and social development of the students. Various activities are conducted for students in the college to achieve the holistic development throughout the year continuously.

2. The Context

The idea of Education is to refine the life of the students by empowering them to enhance intellectual, mental, physical, emotional and social abilities. The students as individuals will come across lot of challenges in their work place, society and in personal life and therefore need to enhance their abilities to face such challenges. The college facilitates the students to be successful in their life by participating in various activities and enhance their abilities for the fulfilment of holistic development.

3. The Practice

i. Intellectual and Mental development

Conducting series of seminars, conferences, guest lectures, workshops to provide hands on training, internship training, exhibitions, value added courses, online courses facilitate intellectual and mental development.

The departmental associations conduct series of seminars and conferences, guest lectures and workshops based on the targeted planning. 734 programmes were conducted in the last five years by various departments. Internship training is provided in the curriculum itself, whereas hands on training is given with the help of industry through MOUs signed. 126 MOUs were signed during the last 5 years. Exhibitions are organised by the Departments of Computer Science stream, Department of Management, Department of Commerce, Department of Costume Design and Fashion, etc., 20 exhibitions are conducted where the products are displayed and demonstrated by the students. Value added courses and online courses are included in the curriculum to develop the mental and intellectual ability of the students. 465 value added courses are offered by the departments and 87992 online certification was received by the students. Various placement training programmes and soft skill enhancement programmes were conducted for students by the placement cell to enhance the mental ability of the students. Further, the activities of Quiz club, Elocution club, VaasippuMutram, Art club, Craft club, etc., helped the students to develop their mental and intellectual abilities.

ii. Physical development

The physical activities such as sports and games such as Volley Ball, Basket Ball, Hand Ball, Badminton, Cricket, Foot Ball, Kho-Kho, Kabaddi, Carrom, Chess, Gymnasium, Karate, Silambam, etc., contribute for physical development. More than 33 events were conducted towards sports and other activities during the last 5 years.

iii. Emotional development

Counselling, yoga, soft skills training, leadership training, role play activities etc., contribute for emotional development. There is a separate counselling cell functioning in the name of student support cell in the college where the students seek guidance from the counsellor on academic and personal issues. Soft skill training, leadership training and role play activities are being conducted at regular intervals.

iv. Social development

The programs organised and conducted by NSS, YRC, Social work students, clubs and other students of various departments through extension activities form part of the social development. A few of the

activities are given below.

The students regularly conduct rallies to create an awareness on Swachh Bharat Mission, Beti Bachao Beti Padhao, De-addiction, female infanticide and the use of helmets to save lives. A Marathon entitled 'Kalam Vision 2020' was organised and it started from Hindusthan College of Arts and Science campus to Rameshwaram to spread the concept of Humanism, Love and Brotherhood among the people and to create a peaceful society in the future. Another Rally was organised and it started from the Sathyamangalam bus stand to HICAS campus to emphasise the importance of wearing Helmets. The students carried the Olympic Torch and the rally drew a huge response from the public. As a service to people who were affected by GAJA cyclone, basic essentials like Rice, Dal, Bedsheets, Mats, Clothes, etc., were collected and transported through a lorry arranged by the college and were distributed to the people of Keeramangalam village and Aappankudi village in Pudukottai District and Peravurani of Thanjavur District. A rally was organised by the NSS, NCC and YRC students for eradication of plastics. The hazards of using plastics and its effects on the environment were demonstrated by the students to the public. In association with Indian Express, the college has distributed relief materials to the flood affected areas in the Nilgiris.

4. Evidence of Success

The students were involved in all the activities conducted by the college and gained knowledge and developed their skills for attaining holistic development. Those activities also helped the students to become confident, develop their organising skills and in turn gave them a platform to expose their hidden potentials and exhibit their talents to the society. The number of students placed through on and off campus, competitive examinations, entrepreneurs and those moved to higher studies remain as an evidence for the success.

5. Problems encountered and resources required:

- Holistic development is a qualitative aspect which is difficult to be measured and analysed. However, the college is keen on developing key values attached to holistic development through several activities and taking utmost care in shaping the students by enhancing their abilities.
- The students can be classified under learning levels as slow learners and advanced learners and this classification pose problems in developing the core values of students.
- When the strength of the students increases year by year, same strategy could not be used.
- In case of enhancement of certain values, the dependability on using the external sources increases.

6. Notes

In view of the success of this best practice, it has been decided to include this practice in the curriculum in future. Through holistic development, the students will gain self-confidence, self-esteem, organising ability and a sense of accomplishment. Holistic development of students is an essential element and it is an inevitable concept too, yet our institution is following scrupulously.



Best Practice-II :

1.Title: Digital learning

2.Objectives:

- The main objective is to bring students under digital era and for this purpose the college creates awareness and motivates them towards self learning practices.
- It also provides our students with the latest trends in Digital learning to meet the changing global needs and through this, the students are largely benefitted.
- It also facilitate online platforms and gives the students a better confidence to face any challenges and to grab opportunities in the future.

3. Context

The traditional education system is not sufficient for our students to suit to the industrial requirements and match with their expectations. Hence, there is a urgent need for students to update their knowledge and upgrade their acumen for competency development. The world is moving towards technology beyond boundaries and knowledge sharing has become a way of life in the past few years. In this context, we have

considered digital learning as one of the best practices in order to facilitate our students to show interest for acquiring knowledge through self learning practice via online courses such as NPTEL, SWAYAM, MOOC, COURSERA, edX COURSES, Spoken Tutorials by IIT Bombay (initiated by National mission on Education through ICT, Ministry of Education, Government of India), ORACLE COURSES etc.

4. The Practice

The Concept digital learning through Online Courses began in the year 2018 in our college. It is being implemented through the following practices.

- The college has entered in to an MOU with IIT Bombay, TCS- ion, edX, Coursera, ICT Academy etc., for offering the online courses and successfully running the same.
- The college has included select online courses in the course of study from the academic year 2020-2021 and onwards.
- The college has selected number of courses from various institutions/ platforms and enrolled maximum number of students from various departments.
- The college has nominated one of the faculty members as the staff in charge for each department separately to motivate the students and register them for enrollment to various online courses.
- The staff in charges monitor the students about the progress and address their doubts/ clarifications and ensure that they appear for examinations.

5. Evidence of success

There is strong evidence to show that students feel empowered after they have completed the online courses which are as follows.

- **COURSERA:** 20,094 certificates were received by the students and staff after completing various courses under Coursera.
- **IIT Bombay:** Spoken Tutorials
 - In 2018-2019, 7777 certificates were distributed to the students, who completed the course.
 - In 2019-2020, 33,644 certificates were distributed to the students, who completed the training.
 - In 2020-21, 17208 certificates were distributed to the students, who completed the course.
- **edX:** 1337 students have registered under edX Online courses and 1641 certificates have been received by them.
- **NPTEL:** 50 students enrolled and 24 completed the course.

- 5066 students have registered various courses of NASSCOM and were benefitted.
- ICT Academy has organized two major online self-learning programmes such as skill edge and Learnathon for students. For skill edge programme, 1438 students have registered out of which 643 students have completed and each of them earned 7 course certificates. For Learnathon programme, 658 students have registered out of which 435 students completed and each of them earned 5 course certificates.
- The college also has membership in Oracle Academy for the purpose of providing opportunities to the faculty members and students to attend online courses to enhance their competency skill. During 2020-2021, 19 faculty members and 53 students and during 2021-2022, 5 faculty members and 216 students have completed various online courses conducted by Oracle Academy.
- The college has signed MOUs with GOOGLE, Microsoft, TCS, IBM etc., under which students got global recognition by means of obtaining international certification for the exams conducted for the same.

Other Online Courses

- Out of 2153 students enrolled in other online courses such as Udemy, Solo Learn, Open learning University, IBM Cognitive, Simply Learn etc., 1988 students have completed the courses successfully.
- This is evident from the fact that they perform better at the interviews and as a result the placement ratio has increased significantly. In view of digital learning, the outgoing students are better equipped and well trained to meet the expectations of the industry. The virtual platform, personalized coaching, submission of assignments through the online mode and online examination are essential aspects of digital learning. The students are given opportunities to attend national and international seminars/conferences through online which has become user friendly now. The experience of digital learning is the great advantage for the students both from skill development point of view and from employability point of view which we consider as the uniqueness and best practice of the college.

6. Problems encountered and Resources required

- The students have been all along taught under conventional method of teaching learning
- The socio-economic conditions of the students will have a bearing impact on the implementation of Digital Learning practice
- The challenges faced by the faculty members in changing the perception of students towards Digital learning
- Issues connected with financial commitment of the management in providing the resources required for Digital learning

In spite of the problems and issues cited above, the college is making best effort towards the effective implementation of Digital learning to facilitate self learning by the students.

7. Notes:

Digital Learning provides for the use of new teaching pedagogy which is an essential part of self learning in the educational system. As a part of implementing Digital learning, the college has introduced 'Fast track system' from the academic year 2021-2022, which provides for exempting students from appearing for examinations in the final semester provided the students complete same courses of NPTEL successfully from 2nd semester to 5th semester .

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:

Scholarships for Empowerment: A distinctive area of the college

Hindusthan College of Arts and Science has grown to greater heights in the field of higher education over the last two decades. The success can be attributed to the commitment not only to produce skilled graduates but also to help graduates who are in need of financial assistance with the motto of the institution as **Education, Ethics and Excellence**. This trend is evident from the functioning of the college in every aspect. The students of our college are extended with the financial support by our management and NGOs. This support is extended with the main idea of providing world class education to one and all equally and thereby empowering the students to face the future confidently.

With a view to extending a helping hand to the children from the weaker section of the society, the management made education affordable to all. It also helps those who hail from economically poor backgrounds to become graduates and post graduates. To quote an example, the children from orphanages like AGARAM, YAVARUM KELEER, CORA, MATRAM are given 100% free education. The management encourage and motivate the students to secure high grades in their achievement and make them eligible to avail the management scholarships. The college also helps to enhance the learning ability of the students so that they can concentrate on their studies without worrying about financial matters. The children from AGARAM Foundation and CORA Trust graduated here on management scholarship are currently well placed and they have become self-reliant citizens.

The management also make sure that financial assistance is offered to class toppers, alumni, to meritorious students and even provides free education to many students and thereby fulfilling social responsibility.

Many organizations have come forward to offer scholarships to deserving students. Students who have secured prizes in Sports at the University, State-level and national level receive financial assistance, fee-concessions and scholarships from the management.

It has been a successful practice to provide scholarships, fee-concessions, and financial assistance through the initiatives of the Management, to various students from economically poor backgrounds, Children of single parents, referred by social organisations and trusts.

In the year **2016-17**, the Management provided Scholarships under various headings like Merit Scholarships, Alumni Scholarships, Free Education category, Economically poor backgrounds, Children of Hindusthan Employees, and Sports Scholarships and Concession for class toppers. The total number of beneficiaries were **1770 students** and the total amount spent on them was **Rs 2,98,31,475/-**

The total number of beneficiaries in the year **2017-18** was **1449** and the Management spent **Rs 1,18,82,330** under various headings like Merit Scholarships, Alumni Scholarships, Free Education category, Economically poor backgrounds, Children of Hindusthan Employees, and Sports Scholarships and Concession for class toppers. In the year **2018-19** there was an increase in the financial aid provided by the Management, the number of students who benefitted was **1596** and the total amount spent on Financial aid was **Rs 1,44,58,980/-**. Assistance was given under various categories in the year **2019-20** like Merit Scholarships, Alumni Scholarships, Free Education category, Economically poor backgrounds, Children of Hindusthan Employees, and Sports Scholarships and Concession for class toppers. The number of students who benefitted from the assistance was **1494**, and the amount was **Rs 1,38,29,420/-**. Due to Corona Pandemic in **2019-20** and onwards brought a lot of financial difficulties to the students. The Management magnanimously granted financial aid in 2020-21 to **4587** students to the tune of **Rs 3,50,15,370/-**

In addition to providing above scholarships, the management also provides scholarship to hostel students by means of complete free boarding/complete free lodging/complete free boarding and lodging. In the year, **2016-2017**, **53** students were benefitted by granting scholarships amount of **Rs 16,26,750**, in the year, **2017-2018**, **50** students were benefitted by granting scholarships amount of **Rs 15,04,000**, in the year, **2018-2019**, **47** students were benefitted by granting scholarships amount of **Rs 12,01,500**, in the year, **2019-2020**, **54** students were benefitted by granting scholarships amount of **Rs 12,29,500**, in the year, **2020-2021**, **11** students were benefitted by granting scholarships amount of **Rs 2,34,590**. On the whole, **215** hostel students were benefitted by granting scholarship amount of **Rs 57,16,840** for the past 5 years.

Total Scholarship with Number of Students

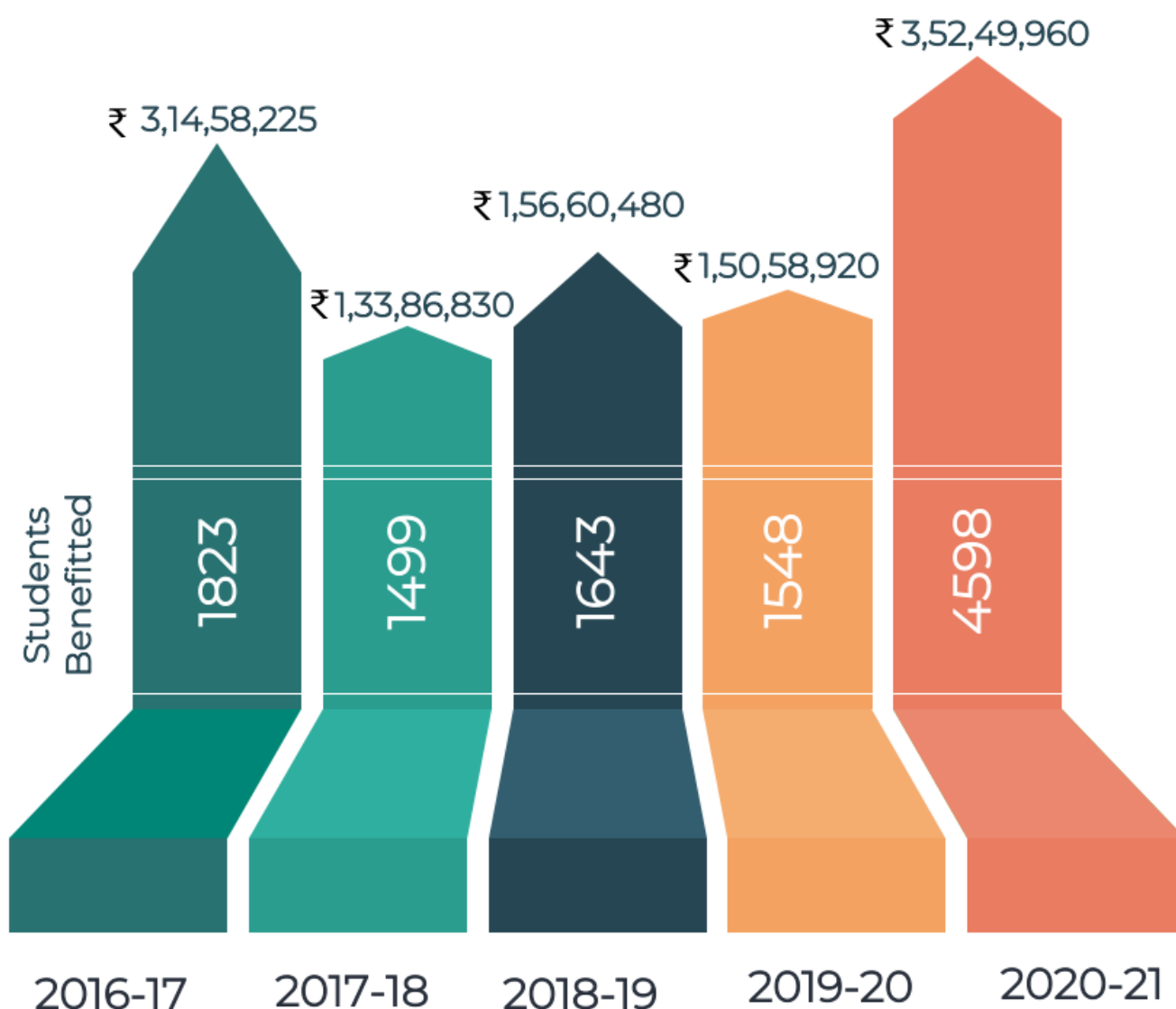
2016-2017 - Rs. 3,14,58,225/- (No. of Students - 1823)

2017-2018 - Rs. 1,33,86,830/- (No. of Students - 1499)

2018-2019 - Rs. 1,56,60,480/- (No. of Students - 1643)

2019-2020 - Rs. 1,50,58,920/- (No. of Students - 1548)

2020-2021 - Rs. 3,52,49,960/- (No. of Students - 4598)



Children of employees of Hindusthan Institutions are also beneficiaries of financial aid and fee concessions. Achievers in Sports get sports scholarships that is given as an incentive to the winners at the University level, State level and the National Level. During 2019-20 fee-concessions were also given to several students who were unable to pay the fees due to the Corona Pandemic. Many NGOs like SHANTHI SOCIAL SERVICE, MAHINDRA, LIONS CLUB and ATTITUDE SCHOLAR have provided financial support to the students. Around 50 students were benefitted every year by getting financial help of the above NGOs.

We consider the concept of providing financial support as our distinctive area of priority among various aspects of the performance of the college in view of the fact that it has been quite a success in facilitating lakhs of students to study, to secure a degree and to become independent in their life. It is being done not only out of philanthropic gesture but also out of participation towards the society and commitment towards educational system. The management also recognises meritorious students and helps them complete their education and also provides opportunities for placement. On the whole, the institution focuses as much as possible on providing a helping hand to those who are interested in studying but could not do so due to financial constraints and therefore, it is evident that the scholarships provided by the management empower the students for growing better and helps them to have sustenance in their achievements in the professional and personal life.

Categories of Management Scholarship



File Description	Document
Any other relevant information	View Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

Value Added Courses (VAC)

Value Added Courses are part of the curriculum and it is designed to provide the students with enhanced leadership. The use of VAC is mainly for enhancing the employability of the students. The curriculum of various programmes consist of 224 VAC that facilitates competency development of students.

Online Courses

The college uses the knowledge center of IIT Bombay through which around 58,629 students have registered and completed online courses. The college is a local chapter for NPTEL. The faculty and students are motivated to enroll courses for SWAYAM and MOOC Platforms. Our faculty members and students have completed and received 20094 certificates through Coursera. 1500 students completed edX Courses and 5066 students received Nasscom certificates. Through ICT academy, in skill edge programme 1438 students have registered out of which 436 students have completed and each of them cleared 7 certificate courses, for learnathon programme, 643 students have registered out of which 435 students completed and each of them cleared 5 certificate courses.

Social Sensitisation Programme - Village Adoption

Hindusthan Village Adoption Programme (HVAP) is a noble initiative of our college with a vision to serve the rural community. To fulfil this objective, the college has selected and adopted Perur Chettipalayam Village which comes under Thondamuthur Panchayat Union in Coimbatore District.

Tie-ups and Collaborations

The college has signed MOU with AMIST University, Malaysia, BERJEYA TVET COLLEGE Malaysia, ASIA PACIFIC UNIVERSITY, Malaysia, SUNWAY College Malaysia, MULTIMEDIA UNIVERSITY, Malaysia, AMITY GLOBAL BUSINESS SCHOOL, Singapore, GILES BROOKER ACADEMY, New Zealand for student staff exchange programme, twinning programmes, research collaborations, joint seminar and conferences, short term programmes, global immersion programmes etc.

Institution Innovation Council (IIC)

The Ministry of Human Resources Development (MHRD) has introduced IIC to encourage, inspire and nurture young students by supporting them to work with new ideas and transform them into proto types. On this basis, the college has started IIC to promote activities relating to idea generation and innovative thinking. For the purpose of fulfilling the objective of the IIC, Entrepreneur Development Cell and Research and Development Cell are engaged.

Concluding Remarks :

The functioning of college can be summarized in the form of providing quality education, charity approach for

societal development, good governance and holistic development of the students.

The functioning of the college focuses towards providing quality education through curriculum enrichment, infrastructure development, technology up gradation, modern teaching learning process, evaluation process and extra-curricular activities. Also, for the purpose of ensuring quality education, the college ensures a continuous enhancement in each of the above activities and reviews those activities periodically for appraisal and modification.

Also, the college focuses on a charity approach for societal development right from its inception. In view of the charity approach, the management of the college is altruistic by means of providing free education to poor and downtrodden students. It also provides fee concessions to the students who are socially and economically weak. In addition, the management provides merit scholarships which help students to continue their studies without any problem. The college has also participated in helping the people at the time of Gaja Cyclone and Covid 19 by providing relief funds and distribution of essential items and dress materials. Thus, the college is always following the adoption of a charity approach for societal development.

Further, the college is functioning with good governance which is an essential part of administration of the college. The college implements good governance activities in the form of participatory, consensus oriented, accountable, transparent, responsive, effective and efficient, equitable and inclusive and follows the rule of law. The college thus functions in such a way that the views of everybody are taken into account and that the voices of the most vulnerable in society are heard in decision making.

In addition, the college focuses on holistic development of the students, which essentially means the development of intellectual, mental, physical, emotional and social abilities of the students. For holistic development, the college ensures through curriculum updation, effective role of teachers, implementation of cognitive development methods, enhancing the language skill and soft skill, physical development, building up of functional relationship etc. Thus, the college is having a comprehensive approach towards holistic development of the students.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.3.3	<p>Average Percentage of students enrolled in the courses under 1.3.2 above.</p> <p>1.3.3.1. Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>16375</td><td>16586</td><td>8843</td><td>8167</td><td>7473</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>15232</td><td>11263</td><td>7512</td><td>7256</td><td>6523</td></tr></table> <p>Remark : DVV has considered one student once in a year.</p>	2020-21	2019-20	2018-19	2017-18	2016-17	16375	16586	8843	8167	7473	2020-21	2019-20	2018-19	2017-18	2016-17	15232	11263	7512	7256	6523
2020-21	2019-20	2018-19	2017-18	2016-17																	
16375	16586	8843	8167	7473																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
15232	11263	7512	7256	6523																	
3.6.2	<p>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</p> <p>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.</p> <p>Answer before DVV Verification:</p> <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>47</td><td>22</td><td>18</td><td>4</td><td>5</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>31</td><td>16</td><td>9</td><td>4</td><td>5</td></tr></table> <p>Remark : DVV has not consider shared Certificate of appreciation/Local awards.</p>	2020-21	2019-20	2018-19	2017-18	2016-17	47	22	18	4	5	2020-21	2019-20	2018-19	2017-18	2016-17	31	16	9	4	5
2020-21	2019-20	2018-19	2017-18	2016-17																	
47	22	18	4	5																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
31	16	9	4	5																	
3.6.3	<p>Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years</p> <p>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</p> <p>Answer before DVV Verification:</p> <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>245</td><td>123</td><td>96</td><td>136</td><td>95</td></tr></table>	2020-21	2019-20	2018-19	2017-18	2016-17	245	123	96	136	95										
2020-21	2019-20	2018-19	2017-18	2016-17																	
245	123	96	136	95																	

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
169	89	85	96	69

Remark : DVV has excluded celebration of National Festival, Python Programming, Yoga., days activities etc.

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:

2020-21	2019-20	2018-19	2017-18	2016-17
10657	7956	6535	5342	3782

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
9632	6952	4596	4283	296

Remark : DVV has given the value as per metric 3.6.3

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:

2020-21	2019-20	2018-19	2017-18	2016-17
305.15	117.47	342.70	1510.33	76.80

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

Remark : DVV has given 0 as per HEI clarification.

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

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

Answer before DVV Verification : 886

Answer after DVV Verification: 177

Remark : DVV has made the changes as per average of teacher and students using library per day on (dates)

5.1.4 Average percentage of students benefited by career counseling and guidance for competitive examinations as 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:

2020-21	2019-20	2018-19	2017-18	2016-17
8218	8518	8604	7973	7282

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
7215	7563	7521	6523	6321

Remark : DVV has considered only career counseling and guidance for competitive examinations as offered by the Institution shared by HEI.

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:

2020-21	2019-20	2018-19	2017-18	2016-17
23	111	98	57	39

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
16	96	83	45	26

Remark : DVV has considered only Sports and Cultural activities at Inter-University/State/National / International level and excluding Inter-College/ District level activities.

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
140	61	34	37	26

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
120	46	26	21	19

Remark : DVV has excluded Innovations in Biological Sciences - IIBS-2021, Online Quiz - Week 3 - Nuclear Physics, Online Quiz - Week 2 - Condensed Matter Physics, Poster Making Competition, Online Mini Marathon 2021 ect. Are not part of sports and cultural events / competitions.

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:

2020-21	2019-20	2018-19	2017-18	2016-17
270	262	159	123	111

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
196	112	106	110	91

Remark : DVV has excluded less than 5 days programs.

2.Extended Profile Deviations

ID	Extended Questions				
1.1	Number of programs offered year-wise for last five years				
Answer before DVV Verification:					
2020-21		2019-20	2018-19	2017-18	2016-17
42		40	38	37	36
Answer After DVV Verification:					
2020-21		2019-20	2018-19	2017-18	2016-17

44	42	40	39	38
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NAAC