Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**CMS COLLEGE OF SCIENCE AND COMMERCE**
Name of the head of the Institution	**S.SANDHYA MENON**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**0422-6534004**
Mobile no.	**9843048616**
Registered Email	**info@cmscbe.com**
Alternate Email	**principalcmscsccbe@gmail.com**
Address	**Chinnavedampatty**
City/Town	**COIMBATORE**
State/UT	**Tamil Nadu**
Pincode	**641049**
2. Institutional Status	

Autonomous Status (Provide date of Conformant of Autonomous Status)	**13-May-2007**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**private**
Name of the IQAC co-ordinator/Director	**G.Sathiya**
Phone no/Alternate Phone no.	**04226534004**
Mobile no.	**9443721203**
Registered Email	**info@cmscbe.com**
Alternate Email	**cmscbeiqac@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://cmscbe.com/wp-content/uploads/2018/07/CMS-AQAR-2017-18.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://cmscbe.com/wp-content/uploads/2020/01/Academic-Calendar-2018-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	**A**	**86.30**	**2005**	**20-May-2005**	**19-May-2010**
2	**A**	**3.53**	**2013**	**05-Jan-2013**	**04-Jan-2018**
3	**A+**	**3.38**	**2018**	**02-Nov-2018**	**01-Nov-2023**

6. Date of Establishment of IQAC	**10-Mar-2006**

7. Internal Quality Assurance System

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

NAAC Peer team Visit	26-Sep-2018 2	150
AQAR Submission	31-Dec-2018 1	20
IQAC Meeting	12-Jun-2018 1	10
IQAC Meeting	31-Aug-2018 1	12
IQAC Meeting	28-Nov-2018 1	14
IQAC Meeting	22-Feb-2019 1	15
IQAC Meeting	12-Mar-2019 1	15
IQAC Meeting	05-Apr-2019 1	16
Administrative & Academic Audit	10-Dec-2018 13	36
Administrative & Academic Audit	12-Apr-2019 17	45
[View File]()		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
CMS College of Science and Commerce	CPE	UGC	2016 1825	0
[View File]()				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	[View File]()
10. Number of IQAC meetings held during the year :	6
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	[View File]()
11. Whether IQAC received funding from any of the funding agency to support its activities	No

during the year?

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

Conducted Periodic meeting with IQAC members to evaluate academic progress

Curriculum enriched through curriculum feedback process

Conducted internal audit for odd and even semesters

Disseminated information through Newsletter

Presented Coordinated events during NAAC Peer team visit

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

Plan of Action	Achivements/Outcomes
Inter Disciplinary Courses	IDC on BIomedical Instrumentation for Electronics and Bioscience students Hospitality Management for Catering science and Management students introduced
Modular Courses	Three modules to all students to enhance knowledge and to provide extra certification and credit to the students
Value Addition Programmes	Value Addition Programme on Airport and Airline Management for Management students
Outbound Programme	The residential outbound programme is conducted for I PG students. The active and enthusiastic participation of the students proved the success of the event
International Conference	An International conference on Interdisciplinary research innovations in Science, Engineering, Management & Humanities was conducted at Malaysia. A total of 31 research articles from various disciplines were reviewed and shortlisted.
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
College Committee	21-Jan-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	26-Sep-2018
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	07-Feb-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	OCSCA Software : For Admission Process, Online Fee Collection Payroll. The software completely manages the admission process of the institution with details of all students admitted in various programmes. The software also manages complete fee collection like semester fee, exam fee online. The employee payroll is also managed by the software. Dolphin (Lipsinet 5.1v) Software for Library : The software used for library information management service. The software maintains the log file of entry and exit of the students faculty, book issue details, and the details of the books available in the library for reference. Coxco Software for examination section : The software helps in the examination process of the institution. The software is used to generate the application forms for examination, nominal roll, seating arrangement,internal and end semester marks entry, calculate marks, analyze the results and print the mark sheets for individual students.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
No Data Entered/Not Applicable !!!			

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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
No Data Entered/Not Applicable !!!				

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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		

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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BBA	Business Administration	05/06/2018
BBA	Computer Applications	05/06/2018
BSc	Bio Chemistry	05/06/2018
BSc	Bio Technology	05/06/2018
BSc	Microbiology	05/06/2018
BSc	Catering Science & Hotel Management	05/06/2018
BCom	Commerce	05/06/2018
BCom	Computer Applications	05/06/2018
BCom	Accounting & Finance	05/06/2018
BCom	Professional Accounting	05/06/2018
BCA	Computer Applications	05/06/2018
BSc	Computer Science	05/06/2018
BSc	Information Technology	05/06/2018
BSc	Computer Technology	05/06/2018
BSc	Electronics & Communication Systems	05/06/2018
BA	English Literature	05/06/2018
BSc	Mathematics	05/06/2018
BSc	Physical Education	05/06/2018
MSc	Biotechnology	05/06/2018
MSc	Microbiology	05/06/2018
MSc	Applied Micro biology	05/06/2018

MCom	Commerce	05/06/2018
MCom	Finance & Control	05/06/2018
MCA	Computer Applications	05/06/2018
MSc	Computer Science	05/06/2018
MSc	Applied Electronics	05/06/2018
MA	English Literature	05/06/2018
MSc	Mathematics	05/06/2018
MSW	Social Work	05/06/2018
BCom	Business Process Services	05/06/2018

17.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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17.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
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17.4 – Feedback System

17.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Academic pear helps with their feed back to maintain standards, improve performance and provide credibility for overall development of the institution. Alumni help with their feed back to make the course a vibrant and interesting for the current students in the institution helped with the latest trends in the market. Employer gave a feed back on the company's expectations about the candidates and how the institutions should mould the future entrepreneur of this country. The roles and responsibilities of college faculty members are very important. They act as the bridge between outside world and the students. The feedback was properly analyzed and the short comes were bridged and the best programs were selected for students which will indirectly influence the institution. Student feedback is very important for highlighting the impact of student feedback on the institute and the society and for developing policies to ensure that the feedback will be continues anonymous. Strategies for helping students acquire skill sets needed for successful careers include offering courses dedicated to student skills, integrating student-skill-focused

activities into regular curricular offerings, and engaging students in research and internship experiences. Regardless of the approaches used, students programs should assess student skills and adjust the curriculum as needed to maximize their development.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	**3362**	**688**	**29**	**4**	**169**

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
202	**202**	**4**	**98**	**39**	**4**
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

The college has an integrated mentoring system, where the faculty acts as a liaison between the students and the institution to execute the functions of the college to reach its objectives. Mentors are assigned to guide the students and related stakeholders regarding the progress of their ward and the development of the college. In addition the main motto of this mentoring system is to have a close watch on the wards performance and bridge the gap between the teacher and the ward. The above system enables for the overall development and progress of the institution.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor Mentee Ratio
4050	**202**	**1 : 20**

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
202	**202**	**Nill**	**0**	**45**

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr.P.Mariselvam	Assistant Professor	Dr.Ambedkar Social Reformer Award, Indian Academic Researchers Association
2018	Mrs.M.Sree Sujathaa	Assistant Professor	Joy of giving award by Native Medicare Charitable Trust
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
10	5381	.002

2.6 – Student Performance and Learning Outcomes

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

http://cmscbe.com/wp-content/uploads/2020/01/Program-Outcomes-for-all-programmes.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
[View File](#)					

2.7 – Student Satisfaction Survey

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

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

No
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3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
No Data Entered/Not Applicable !!!				
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3.2 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

0

3.3 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		
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3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded

Commerce	4

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
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3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	
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3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
No Data Entered/Not Applicable !!!			
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3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
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3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
View File						

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

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
View File				

3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
No Data Entered/Not Applicable !!!			
View File			

3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
No Data Entered/Not Applicable !!!				
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3.6 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Joy of Giving	Joy of Giving Award	Native Medicare Charitable Trust	23
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3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				
View File				

3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Workshop on Recent Advances in Life Science	Gems Arts and Science College, Mallapuram	CMS Educational Charitable Trust	1
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
100 LAKHS	83.6 LKS

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Lipsinet	Partially	5.1v	2002

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
View File			

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

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

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	726	9	56	0	0	18	71	56	0
Added	0	0	0	0	0	0	0	0	0

Total	726	9	56	0	0	18	71	56	0

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

56 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
CMS e-Studio	https://www.youtube.com/watch?v=w1ZuxtOn2wY&list=PLXk2YEATe_CYOGxaJ5n2b4LGkxTJ2dYdv

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
100 LACS	**104.61 LACS**	**130 LACS**	**130 LAC S**

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

MAINTENANCE OF CAMPUS FACILITIES CMS prides itself on having a comprehensive Maintenance policy towards proper and regular upkeep of its infrastructure. This cover all the assets - both tangible and intangible. All the hardware and software available in the institution falls under the ambit of this Maintenance policy. The scope of the policy includes regular and preventive maintenance, monthly, quarterly and annual audits of all the facilities available within the campus. Physical buildings, classrooms, laboratories, libraries, sports complex, hostels, computers, auditoriums, faculty rooms et al are all covered. This facilitates the institution to maintain a green, clean and healthy environment throughout the campus. The institution has sufficient resources allocated for regular upkeep of the infrastructure. There are effective mechanisms for the upkeep of the infrastructure facilities and promote the optimum use of the same. Annual maintenance of the building is carried out during the vacation period for major works. Requisition for minor repairs and maintenance has to be raised by the concerned departments. The Maintenance engineer and Estate officer inspects the site and give their report and nature of work. Subsequently the maintenance work is approved by the Principal and the Secretary of the institution. Maintenance work is carried out based on priority basis through the in house maintenance team consisting of electrical engineer, electrician and plumbers. Constant and proper monitoring of infrastructure has helped the optimal usage of the existing facilities. Daily inspection of the building is carried out by the maintenance team. Daily inspection of campus for cleanliness, security of the campus, water supply systems and general maintenance is done on regular basis. Monthly inspection of pathways, terrace roof for vegetation and cracks, clearing of rain water outlets. Quarterly check of all the infrastructure is carried out by the Estate Officer and the maintenance team to check for building cracks and damages, requirement of painting, cleaning of water storage tanks etc Annual maintenance requirement of the campus is forwarded by Principal to building committee headed by a managing trustee as convener and few managing trustees as members. MAINTENANCE OF ACADEMIC AND SUPPORT FACILITIES When additional Software is required department will give application to the Principal, it will be forwarded to higher

authorities for their perusal. It will be followed up until the problem gets solved. Standard operating protocols (SOP) are prepared and followed for equipment and storage. Periodical check-up is carried out on weekly basis. Repair and servicing is done according to the requirement based on the check-up. Standard operating protocols (SOP) are prepared and followed for all instruments. Periodical check-up is carried out on monthly basis. Repair and servicing is done according to the requirement based on the check-up. The biohazards are segregated and disposed according to the universal norms of Biohazard and Safety protocols. Cleaning of laboratory, Periodical check-up and servicing of instruments, Laboratory utilization register, Stock maintenance register, standard operating protocol is followed. General cleaning of the laboratory, library floor and lab equipment twice a day, proper waste disposal

http://cmscbe.com/wp-content/uploads/2020/01/Policies-Procedures-for-Maintenance.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Poor, Merit, Sports Quota	1107	8492250
Financial Support from Other Sources			
a) National	Private Bodies on Poor Quota	88	508425
b) International	–	Nill	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Placement Training Programme	Nill	820	Nill	704
2018	Guidance for Competitive Exams	35	Nill	2	Nill
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual

harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
9	9	4

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
View File					

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

Items	Number of students selected/ qualifying
NET	2
No file uploaded.	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Taekwondo Championship	National	1	Nill	17BPHS001	J.Abdul Wahid
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Our college Student's Union election will be conducted in the presence of the Chief Election Officer(Principal), Returning Officer (Dr.A.P.Muthulakshmi, Controller of Examinations) and Election Coordinator (Dr.N.Rajnikanth, HOD,IT

Department) at Athena Hall. All departments will depute boy's topper and girl's topper from each class as their department representatives. Amidst those representatives, the departments will nominate one representative for the following posts of student's union. 1. Chairman from III UG (Boy/Girl) 2. Vice Chairperson from II PG (Girl) 3. Secretary from II UG (Boy/Girl) 4. Joint Secretary from I UG/I PG (Boy/Girl) 5. Treasurer from II UG (Boy/Girl) On the day of election, all class representatives will assemble in Athena Hall. The nominees of the above five posts will do self-canvassing for them, followed by voting. The Election Co-coordinator and Returning Officer will count the votes for each nominee category wise in front of few representatives as witness and submit the elected list to Chief Election Officer (Principal). The Chief Election Officer (Principal) will announce the elected members of Student's Union Council. The elected members of Student's Union Council will take their charge after Oath taking Ceremony. The Student's Union Council takes the responsibility of organizing various events and programmes in the college as per the need. The students are part of each and every committee / associations functioning in the institution

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

 Yes

The alumni association of CMS college was established in the year 2000 with an aim to promote interaction and networking among the alumni of the institution. It has been successfully carrying out its goals and objectives since its inception and has steadily risen into a full fledged association. It has been consistently taking efforts to implement its activity and successful in all its endeavours.

5.4.2 – No. of registered Alumni:

24512

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

1216800. 200

 5.4.4 – Meetings/activities organized by Alumni Association :

One formal meeting of Alumni will be conducted at college level every year. Apart from the formal meeting, batch- wise Meeting are organized as per willingness and convenience of the Alumni. Also, Alumni chapters are created at different parts of the world. Facebook groups are interacting with the college. The alumni will enthusiastically participate and contribute their ideas in the areas of Curriculum Development, Admission Placement.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The Institute supports a trend of decentralized governance system with proper well defined inter-relationships. Regular meetings of the committees are held for the effective and smooth functioning of the institution. All the main decisions related to the institution are taken by the Principal in consultation with the Management. The Principal is the Academic and Administrative Head of the Institution and a Member of the Governing Body. Students also participate through different formal and informal feedback mechanisms and are active members of various committees. Management and Trustees are approachable. The Principal, HODs and Dean-academics are involved in defining the policies and

procedures, making guidelines and rules/regulations pertaining to admission, placement, discipline, grievance, counselling, training development and library services etc. Heads of Departments enjoy considerable administrative and academic autonomy in running their disciplinary units. Teachers discharge an important role in implementing the vision and mission of the college and to that end play a proactive part in the decision-making process. Additionally, teachers discharge role as spearheads of cultural and socially conscious activities in the institution by steering the NSS unit, the Women's Empowerment Cell, the Eco Club, Readers Club , Fine Arts club, and Anti – Narcotic cell, Anti – Ragging committee. Alumni and Parents are also participate in the Associations and contribute towards the development of the institution.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	? Being an Autonomous Institution, the Board of Studies takes the primary responsibility for the development, review, renewal and recommendations of the curriculum every academic year. The curriculum renewal development reflect the collegial decision to meet the student needs for the course work that encompasses the basic skills, general knowledge transfer and major programmes of study which include a wide array of occupational and liberal arts disciplines and areas. TANSCHE scheme and UGC guidelines form the base for curriculum design. The broad principles are determined in the meeting of the academic sub-committee – Curriculum Development Cell. Academic council and Governing body meets every academic year to approve the curriculum. The opinion and feedback from Peer, Industrial expert, Alumni and students are considered for syllabus revision. To enhance the skills of the students, additional Extra Departmental Courses, Inter-Disciplinary Courses, Modular Courses and Value Added Programmes been given.
Teaching and Learning	Lesson plans are prepared at the beginning of the semester based on the syllabus and scheme of examination passed in the BOS. The teaching – learning process is facilitated through qualified, trained and experienced faculty. Apart from class-room teaching, students are encouraged to use library and internet facilities. All departments maintain a master log

	book for all the classes in which the teaching staff records the details of the classes conducted. Along with this, Student Seminars, Tutorial Meeting and Remedial Classes are conducted and recorded. Also, as and when required, guest lectures and special lectures are organized. The teaching learning process is continually monitored by the Heads of Department and reviewed through feedback. Internal Academic Audit is conducted every semester to ensure the effectiveness of teaching - learning process.
Examination and Evaluation	The college conducts one internal and a model examination every semester. Assessment tests are conducted periodically. Theory and practical end semester examination are conducted at the end of every semester. The performance of the student is assessed based on internal, model, regularity participation in class activities. The faculty contributes in the examination work like - internal and model question paper setting, invigilation, evaluation of internal and model answer scripts, preparation of CIA (Continuous Internal Assessment) marks, internal examiner for practical. The results are published within a month after the end semester exams.
Research and Development	Centre for Research and Development (CRD) is to promote Research activities of the institution. The cell meets once in a fortnight and discusses the strategies for quality improvement. The institution motivates the faculty to undertake research projects in UGC, DBT, ISSR, DST and other government funding agencies. Continual development of laboratory facilities are done and utilized for funded projects. The institution motivates the faculty to undertake doctoral programmes and post-doctoral programmes and also encourage to participate and present papers at National International conferences and also publish research papers in peer reviewed journals. Research students take up their project in their proposed thrust area. Annual Research Consortium and Time Line Presentations are conducted periodically to enhance the quality research.
Library, ICT and Physical Infrastructure / Instrumentation	The Class rooms, Seminar halls and Laboratories are provided with ICT

		facilities. An FTP Server is available for e-resource access. Adequate alternate power resources are available in the campus for backup facility. The library has been regularly upgraded with new books and journals. The institution provides inflibnet, Delnet, National Digital Library facilities. Every department has their own Library that includes text books, project and research papers for faculty student utilization. The institution has spacious Auditorium and seminar halls for conducting various activities. A well-maintained playground and various courts for conducting all sports and games. Adequate transport facilities are provided for the benefit of the faculty, non-teaching and students. Separate men and women hostels facilities are provided. State-of-Art Laboratories are available for conducting practicals.
	Human Resource Management	The recruitment procedures, service rules and promotion policies are made transparent and employees are benefited with CL, ML, Insurance and EPF. Employee's salary will be credited in the bank account directly. Pay slips are issued to the employees every month and also on demand. The institution organizes Development Programmes for Faculty, Non-teaching staff and PDP for students for skill upgradation and training. Self-performance evaluation is done by the faculty and appropriately rewarded.
	Industry Interaction / Collaboration	MoUs are signed with various organisations and companies to upgrade the practical skill and experience of the students and faculty. Industrial visits are organised to understand the real time scenario. The students undergo Internship training, Orientation programmes in respective industries. Various Guest lectures are provided to the students from Industry. Alumni placed in the reputed industries are invited to deliver a talk about current scenario and expectations of industry and focus areas to the students. Entrepreneurship orientation activities are organized for the students with help of the industry.
	Admission of Students	The institution reaches the society through advertisements in print and digital media. Admission of the

	students is through online entrance examination and direct interview. Various activities of the institution is highlighted in the print and digital media regularly. The college maintains its reputation by continuously improving the infrastructure facilities, academic performances, curriculum, placement opportunities, extra -curricular and co-curricular activities to meet the need of the society.

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

E-governace area	Details
Planning and Development	At the beginning of every academic year, the institution prepares the academic calendar and plans to execute accordingly and also upload in the web site. The programmes offered and their significance is uploaded in the institution web site. Online Entrance examination is conducted every academic year for admissions.
Administration	The E-governance system is implemented at various levels. All information is disseminated to faculty and students through e-mail and whatsapp and google classes and ensures awareness and smooth functioning of the events happening in the college. The institution utilizes Biometric attendance system for teaching and non-teaching staff. The college campus is equipped with CCTV Cameras at very place of need.
Finance and Accounts	Students pay their Semester, hostel, transport and examination fees through online mode. The institution conducts regular audit of annual books of accounts. The administrative office keeps the all financial records separately as per the events and transactions made for.
Student Admission and Support	? Online entrance examination is conducted and fee concession provided for the meritorious students during admission. The student academic performance is communicated to their parents through email and whatsapp. Various scholarships for students like Poor, Sports, Merit Quotas from the institution SC/ST from government are provided. The students are provided with mediclaim insurance policy. The College has provided the facility to

	the students for linking the contact phone number with Aadhaar number which was mandatory for the students as per the government rule.
Examination	The College has the separate COE section with well-equipped ICT tools necessary for examination purpose. As per university regulation, the Examinations are conducted and result are published in the college website.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
[View File](#)				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Awareness programme on Filing of Income Tax Returns	Awareness programme on Filing of Income Tax Returns	18/02/2019	18/02/2019	75	48
2019	Outcome based Education Blooms Taxonomy	Nill	14/03/2019	14/03/2019	87	Nill
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
202	**202**	**82**	**82**

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
EPF, Gratuity, Accidental Insurance, Mediclaim	**EPF, Gratuity, Accidental Insurance, Mediclaim**	**Mediclaim, Scholarship, Free Education**

6.4 – Financial Management and Resource Mobilization

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

Yes. Internal and external financial audits are conducted regularly by authorized auditors and the reports are submitted to respective Government department.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	**Yes**	**NAAC**	**Yes**	**IQAC**
Administrative	**Yes**	**NAAC**	**Yes**	**IQAC**

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

• Regular conduct of PTA meet • Support Suggestions from parent in maintaining the discipline, academic performance • Suggestions for improvement in curriculum, infrastructure, teaching learning extra curricular activities

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

• computer usage internet tools • health and hygiene saving scheme

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

Applied for STAR Category status for the departments under DBT Applied for funded projects Increase in number of Publications in journals

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	**Yes**
b)Participation in NIRF	**Yes**
c)ISO certification	**No**

	d)NBA or any other quality audit			No		

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Breast feeding Awareness programme	06/08/2018	06/08/2018	146	Nill
Emerging trends in new gender equations-The legal perspective	12/09/2018	12/09/2018	171	Nill
International Women's Day celebration-Digital Women	08/03/2019	08/03/2019	201	Nill
Self defence for women	12/09/2018	12/09/2018	120	Nill
VAALTHAL INITHU	01/03/2019	01/03/2019	132	102

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

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

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Provision for lift	No	Nill
Ramp/Rails	Yes	3
Braille Software/facilities	No	Nill
Rest Rooms	Yes	3
Scribes for examination	Yes	3
Special skill	No	Nill

development for differently abled students		
Any other similar facility	**No**	**Nill**

7.1.4 – Inclusion and Situatedness

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

7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Code of Conduct	**27/06/2018**	**The institution ensures implementation of the code of conduct by the following ways: The institution ensures that students are instilled with values, respecting peer, teachers, college property and need for cleanliness via various activities. Ensuring attendance in both theory practicals and issuance of hall ticket to students only after meeting the required parameters. Students are made aware of all due consequences they will have to face in case of indulging in any sexual harassment and ragging. The students should wear formal attire and are not allowed to wear casual wears which is monitored regularly by the faculty.**

7.1.6 – Activities conducted for promotion of universal Values and Ethics

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

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

- **Plastic Free Campus • Tree Plantation • Bio Diversity Park • Green House**

Management • Distribution of Seed Balls • Vermi Composting Pit for the hostel waste

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

APJ ABDUL KALAM TROPHY Objectives • To inculcate basic values of the life like team sprite, honesty, integrity , tolerance, truthful, liberal outlook, service to others, simplicity, scientific temper and sportsmanship in the school children, secondary to higher secondary The Practice • College organizes A.P.J.Abdul kalam Trophy every year during the month of august to culminate on the birthday of our former president late Dr. A.P.J.Abdul kalam. • Cash price worth Rs.50,000 are sponsored by the CMS trust • It is being conducted for the last 4 years • Literary,cultural and sports competitions are conducted among the school children classes VI to IX group A and classes X to XII group • There is an elaborate organizational structure to oversee the competition • On an average 400 to 500 students participated in these competitions • All competition centers around the life and practice allocated by Dr.APJ the competition are relevant to inculcate in the young, mind. The basics values of life and make them holistic human beings by impact on their physical mental and spiritual level Obstacles Faced and strategies adopted: • Motivating school authorities to send their students for these competition • Motivating parents and teachers to prepare the students for these competition • Sustained precaution of authorities, parents and teachers by the college faculty members students rare resulted in better result Impact of the practice • A sense of consciousness and responsibility is awakened among the teachers and students if the college • The achiever generate a sense of belonging and healthy team sprit • The impact on the school children at an impersonal able age is pro found • A lot of youth related problems have found solutions due to their participate of school authorities, parents and school children's in these program • The participation of media and society has been proving Resources Required • Highly motivated human resources students, teachers, parents, voluntaries, media, well achiever. • Financial resources the event is completely sponsored by the CMS trust. • Infrastructural resources at the disposal of the college successful conduct of the event. RAMANUJAN COMMEMORATIVE CELEBRATIONS Objectives • To inculcate basic values of life like honesty, simplicity, helping tendency, tolerance, truthfulness, power of knowledge over poverty, Mathematical way of thinking – logical thinking, numerical ability in college students. The Practice • Institution organizes Ramanujan Commemorative Celebrations every year 22nd December (or a nearby date) to celebrate the birthday of Sri Ramanujan a great Indian Mathematician . • Small token of appreciation (Like Pen) are given to the winners in various competitions. • It is conducted every year since 2010. • Puzzle solving, Quiz and Poster presentation competitions are conducted for allied Mathematics students by Mathematics students. • There is a team of faculty to stream line the entire programme. • On an average 800 to 1000 students visit the exhibition of posters and around 200 participate in the competitions. • All competition centers around the life and practice of Ramanujan and make the student interested in Mathematics. Obstacles Faced and Strategies adopted. • Motivating the Management to give permission for the conduct • Motivating the Mathematics students to organize the programme. • Motivating other department heads to allow their students to visit the programme. • Motivating allied mathematics students participate in the programme. • Non interest of students in Mathematics Impact of practice • A sense of consciousness, responsibility and an interest in Mathematics are awakened in the faculty and staff. • Students develop a team spirit. • The way weak students show improvement in their class performance give hope. Resources Required • Highly motivated Faculty and Staff. • Finance and infrastructural Support done by the management.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://cmscbe.com/wp-content/uploads/2020/01/Best-Practices-1.pdf

7.3 – Institutional Distinctiveness

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

The core competence of CMS is HOLISTIC DEVELOPMENT of the student personality. The CMS Strategy Pyramid is the driving force for the entire strategy and planning framework in the institution. CMS VISION A centre of excellence, capable of empowering seekers of knowledge, through holistic education. MISSION To create worthy citizens, by providing holistic, qualitative, value based education and make them creative members of the global society. The institution encourages a constructive approach to extra curricular activities in accordance with its avowed aim of holistic development of the personality of the learner. CMS vision and mission are imbibed, in spirit and letter, by every member of the CMS family of management, staff and students. The curriculum frame provides the blueprint for the academic programmes. Each program has clearly defined objectives and outcomes. For example, a day dawns in CMS with an invocation to the Almighty from all students and the staff as an Indian or Bhutanese/ Rwandan/ Vietnamese / Tibetan leads the whole institution in prayer. If the morning rises with a supplication to the Almighty, the evening sets with the National Anthem, a celebration of the glory of the Motherland. Entering the institution in the morning, a student comes across words of wisdom from some Great Soul inscribed as 'Thought for the Day'. To inculcate the spirit of oneness by dismantling differences in language, colour, custom and culture, the institution celebrates all regional and national festivals with the same conviction and enthusiasm. All the Office Bearers, the Principal and the Principals of sister institutions, the staff and students join together with religious fervour to celebrate the Independence Day, Republic Day, Onam, Pongal, Deepavali, and Christmas and the dignitaries who visit the college during such occasions never leave the campus without paying glorious tributes to the spirit of CMS. The Management, Principal and the staff of the institution find their self-definition in Eco Consciousness. Nurturing Nature is not a mere symbolic act for them as each teacher has planted a tree on the campus with active involvement of students. The trees have flourished together to a Biodiversity Park where on arid land, twenty two years ago nothing grew but cactus and prickly pears. This Biodiversity Park represents a sacred grove for the Principal, the staff and students whose undying love for its flora and fauna is the touchstone of their abundant love for Nature. Again to make students familiarize themselves with the rich cultural heritage of the Nation, the Principal and two members of the faculty have jointly authored a book entitled Cultural Heritage of India. This book is prescribed as a text for all first year UG students of the college. Proficiency Tests, Bridge Courses, Remedial Classes, Academic Counselling, Group Discussions, Quiz Programmes, Tutorial System, framing of curriculum and syllabi in consultation with experts in academia and industry, Faculty Exchange for interdisciplinary programmes, introduction of value added courses, annual revision of syllabi, Placement Assistance etc. are other highlights of the campus life in CMS.

Provide the weblink of the institution
http://cmscbe.com/wp-content/uploads/2020/01/Distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

• To get star college category from DBT • To partner with MHRD for " Study in India" programme • To introduce new academic programs to cater the needs of the