CMS COLLEGE OF SCIENCE & COMMERCE

Chinnavedampatti, Coimbatore – 641 049

An Autonomous Institution

Affiliated to Bharathiar University

Reaccredited at the 'A+' Level with a CGPA of 3.38 by NAAC

ANNUAL QUALITY ASSURANCE REPORT – XIII

2017-2018

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The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period : June 1, 2017 to May 31, 2018)*

Part – A

1. Details of the Institution

1.1 Name of the Institution	CMS COLLEGE OF SCIENCE AND COMMERCE (AUTONOMOUS)
1.2 Address Line 1	CHINNAVEDAMPATTI
Address Line 2	--
City/Town	COIMBATORE
State	TAMILNADU
Pin Code	641049
Institution e-mail address	info@cmscbe.com
Contact Nos.	7358973922
Name of the Head of the Institution:	Prof. C.K.Venkatesan
Tel. No. with STD Code:	0422 - 2667158
Mobile:	98946 18176

Name of the IQAC Co-ordinator:

Mrs.G.SATHIYA

Mobile:

9443721203

IQAC e-mail address:

cmscbeiqac@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

TNCOGN12404

1.4 **NAAC Executive Committee No. & Date:**
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC(SC)/33/RAR/TNCOGN12404
Dated 02-11-2018

1.5 Website address:

www.cmscbe.com

Web-link of the AQAR:

http://www.cmscbe.com/iqac/aqar2017-18.rar

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A	-	2005	5 Years
2	2nd Cycle	A	3.53	2013	5 Years
3	3rd Cycle	A+	3.38	2018	5 Years

1.7 Date of Establishment of IQAC :   DD/MM/YYYY

10/03/2006

1.8 AQAR for the year *(for example 2010-11)* | 2017-18

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

   i. AQAR _2012-13 submitted to NAAC on 10/10/2013
  ii. AQAR _2013-14 submitted to NAAC on 29/11/2014
 iii. AQAR _2014-15 submitted to NAAC on 19/01/2016
  iv. AQAR _2015-16 submitted to NAAC on 25/01/2017
   v. AQAR _2016-17 submitted to NAAC on 31/10/2017

1.10 Institutional Status

   University   State [ ] Central [ ] Deemed [ ] Private [ ]

   Affiliated College   Yes [ ]   No [ ]

   Constituent College   Yes [ ]   No [ ]

   Autonomous college of UGC   Yes [✓]

   Regulatory Agency approved Institution   Yes (AICTE Approved) [✓]

   Type of Institution   Co-education [✓] Men [ ] Women [ ]

                         Urban [✓] Rural [ ] Tribal [ ]

   Financial Status   Grant-in-aid   UGC 2(f) [✓] UGC 12B [✓]

                      Grant-in-aid + Self Financing [ ] Totally Self-financing [✓]

1.11 Type of Faculty/Programme

   Arts [✓] Science [✓] Commerce [✓] PEI (Phys Edu) [✓]

   TEI (Edu) [ ] Engineering [ ] Health Science [ ] Management [✓]

   Others   (Specify) [   ]

1.12 Name of the Affiliating University *(for the Colleges)*

BHARATHIAR UNIVERSITY, COIMBATORE

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University   ✓

University with Potential for Excellence | UGC-CPE   ✓

DST Star Scheme | UGC-CE

UGC-Special Assistance Programme | DST-FIST

UGC-Innovative PG programmes | Any other *(Specify)*

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers   18

2.2 No. of Administrative/Technical staff   1 / 1

2.3 No. of students   6

2.4 No. of Management representatives   1

2.5 No. of Alumni   1

2. 6 No. of any other stakeholder and

    community representatives   1

2.7 No. of Employers/ Industrialists   1

2.8 No. of other External Experts | 1 |

2.9 Total No. of members | 31 |

2.10 No. of IQAC meetings held | 6 |

2.11 No. of meetings with various stakeholders: No. | 5 | Faculty | 1 |

Non-Teaching Staff | 1 | Students | 1 | Alumni | 1 | Others | 1 |

2.12 Has IQAC received any funding from UGC during the year?   Yes | | No | ✓ |

If yes, mention the amount | |

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. | -- | International | | National | | State | | Institution Level | |

(ii) Themes | -- |

2.14 Significant Activities and contributions made by IQAC

- Motivated faculty members in research activities
- Curriculum is enhanced through curriculum feedback process
- Outcome Based Education Syllabus Template was followed to obtain uniformity in syllabus
- Awareness on NPTEL courses was given and students were motivated to pursue.
- Monitored the curricular and co-curricular activities for the benefit of the students
- Conducted internal audit for odd and even semester separately
- Conducted Academic and Administrative Audit by inviting experts from other colleges
- Disseminated information through IQAC newsletters
- Staff appraisal was done through Self & Student Feedback Analysis
- Best practices like Peer teaching among faculty is initiated
- Initiated to conduct APJ Abdul Kalam Trophy for school students for creating awareness and provide encouragement
- Conducted periodic meeting with IQAC members to evaluate the academic progress

- Evaluated performance gaps and designed action plans to bridge the gaps in teaching and learning process.

2.15 Plan of Action by IQAC/Outcome

Plan / Outcome of Action   – **Annexure - I**

Academic Calendar   – **Annexure - II**

2.15 Whether the AQAR was placed in statutory body   Yes [✓]   No [ ]

Management [✓]   Syndicate [ ]   Any other body [ ]

Provide the details of the action taken

Suggestions were given by the management & planning to implement them in the next year

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes (List of Courses – **Annexure – III**)

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	5	-	5	-
PG	14	-	14	-
UG	18	-	18	-
PG Diploma	1	-	1	-
Advanced Diploma	-	-	-	-
Diploma	-	-	1	-
Certificate	-	-	-	26
Others	11	-	11	-
Total	49	-	49	26

Interdisciplinary				
Innovative				

1.2   (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
      (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	33 (UG - 18, PG -14, PGDFE – 1)
Trimester	--
Annual	11 (M.Phil)

1.3 Feedback from stakeholders*   Alumni ✓   Peers ✓   Employers ✓   Students ✓

Mode of feedback   :   Online [ ]   Manual [✓] Co-operating schools (for PEI) [ ]

Details of analysis of the feedback in – (Annexure – IV)

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Yes

Details provided in - (Annexure – V)

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
122	76	46	-	-

2.2 No. of permanent faculty with Ph.D.   44

2.3 No. of Faculty Positions
Recruited (R) and Vacant (V)
during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
10	10	2	2	-	-	-	-	12	12

2.4 No. of Guest and Visiting faculty and Temporary faculty   ---   2   17

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	4	-	5
Presented papers	16	6	-
Resource Persons	1	-	2

2.6 Innovative processes adopted by the institution in Teaching and Learning:

> Faculty guided Teaching, Seminars, Group Discussion,
> Competitions in Technical Events, Project Sports Meet

2.7 Total No. of actual teaching days
     during this academic year   180

2.8 Examination/ Evaluation Reforms initiated by
     the Institution (for example: Open Book Examination, Bar Coding,
     Double Valuation, Photocopy, Online Multiple Choice Questions)

> - Online Multiple Choice for part A
> - Save A Year Exam for 2 subjects for final year students
> - Online exam for Foundation course A & B for I year UG students
> - Photocopy of examination paper given to students on demand

2.9 No. of faculty members involved in curriculum
     restructuring/revision/syllabus development

95	68	62

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

80%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA English Literature	29	4	18	7	--	100
B.Sc.Catering Science & Hotel Management	48	17	27	29	27	100
B.Sc. Mathematics	48	21	52	20	-	94
BCA	38	8	39	53	-	100
B.Com CA	84	9	39	52	-	98
B.Com	84	7	46	42	-	95
B.Com PA	37	16	52	26	6	84
B.Com IT	10	-	50	11	-	80
B.Sc.Physical Education	28	10	90	-	-	96
B.Sc. Computer Science	34	20	58	8	6	97
BBA	30	7	36	57	-	
BBA CA	28	-	35	62	3	92
B.Sc. Electronics & Communication Systems	18	44	56	-	-	100
B.Sc. Biochemistry	43	15	38	45	1	93
B.Sc. Biotechnology	41	18	53	29	-	93
B.Sc. Microbiology	48	21	79	4	-	98
B.Sc. Information Technology	21	10	38	52	-	100
B.Sc. Computer Technology	15	13	67	47	-	93
MA English Literature	29	4	18	7	--	100

M.Sc. Mathematics	12	75	25	-	-	100
MCA	39	56	44	-	-	100
M.Com	24	8	92	-	-	100
M.Com IB	19	-	83	12	-	93
M.Com FC	20	12	82	6	-	100
M.Sc. Computer Science	7	28	43	28	-	100
MSW	05	-	100	-	-	100
M.Sc. Applied Electronics	8	100	-	-	-	100
M.Sc. Biochemistry	22	29	71	-	-	95
M.Sc. Biotechnology	15	71	29	-	7	93
M.Sc. Microbiology	17	82	18	-	-	100
M.Sc. Applied Microbiology	13	77	23	-	-	100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- Student Feedback Analysis about the faculty

- Result Analysis was done for each subject. Slow learners and Fast learners were categorized in internal exams by subject teachers and it is useful to handle the students separately

- Remedial Measures for Weak Students

- Monitoring Tutor – Tutee system for the student's personal care in academics and other issues.

- Instrumental in Industry-Academic partnership for conduct of domain specific value added courses.

- Verifying the log books during audit to check the completion of syllabus.

- Monitoring Continual Improvement through internal tests, seminars and assignments.

- Suggestions given by experts during academic audit are utilized for enhancement.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	1
Staff training conducted by other institutions	2
Summer / Winter schools, Workshops, etc.	4
Others - Peer teaching	12
Others – National, International Conferences	5

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	12	-	-	3
Technical Staff	12	-	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

IQAC in association with Centre for Research and Development of CMS College of Science and Commerce has taken several new initiatives to promote innovation, attracting the youth towards science and other research areas, improving ease of doing science and fostering national international collaborations.

- To strengthen the Research culture, students are encouraged to actively participate in conferences
- Experts from industries, research organizations and academic institutions are invited to deliver lectures as resource persons.
- Conducting activities like "Annual Research Consortium" and "Time Line Presentation" for the research scholars to promote research.
- The faculty members are encouraged to apply for research projects of various funding agencies.
- Staff members are motivated to present and publish Research Papers in Journals

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	-	-	-
Outlay in Rs. Lakhs	14,05,800	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	4	-	-	-
Outlay in Rs. Lakhs	2,67,800	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	0	0	0
Non-Peer Review Journals	0	0	0
e-Journals	31	39	0
Conference proceedings	5	2	0

3.5 Details on Impact factor of publications:

Range 0.49-6.8   Average 1.57   h-index 18   Nos. in SCOPUS -

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--	--	--	--
Minor Projects	--	--	--	--
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects *(other than compulsory by the University)*	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	--	--

3.7 No. of books published   i) With ISBN No. | 3 | Chapters in Edited Books

| -- |

ii) Without ISBN No. | -- |

3.8 No. of University Departments receiving funds from

UGC-SAP | -- | CAS | -- | DST-FIST | -- |

DPE | -- | DBT Scheme/funds | -- |

3.9 For colleges   Autonomy | ✓ | CPE | ✓ | DBT Star Scheme | -- |

INSPIRE | -- | CE | -- | Any Other (specify) | -- |

3.10 Revenue generated through consultancy | 32,550.00 |

3.11 No. of conference organized by the Institution

Level	International	National	State	University	College
Number	--	--	--	--	--
Sponsoring agencies	--	--	--	--	--

3.12 No. of faculty served as experts, chairpersons or resource persons | 4 |

3.13 No. of collaborations   International | -- | National | 2 | Any other | 8 |

3.14 No. of linkages created during this year | 126 |

3.15 Total budget for research for current year in lakhs :

From Funding agency [--]   From Management of University/College [--]

Total [--]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	--
	Granted	--
International	Applied	--
	Granted	--
Commercialised	Applied	--
	Granted	--

3.17 No. of research awards/ recognitions received by faculty and research fellows
     of the institute in the year

Total	International	National	State	University	Dist	College
1	--	--	--	--	--	1

3.18 No. of faculty from the Institution
   who are Ph. D. Guides   [14]
   and students registered under them   [52 (PhD) + 21 (M.Phil)]

3.19 No. of Ph.D. awarded by faculty from the Institution   [3]

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF [--]   SRF [--]   Project Fellows [--]   Any other [--]

3.21 No. of students Participated in NSS events:

University level [2109]   State level [-]

National level [7]   International level [-]

3.22 No. of students participated in NCC events:

University level [-]   State level [-]

National level [1]   International level [-]

3.23 No. of Awards won in NSS:

University level	-	State level	-
National level	-	International level	-

3.24 No. of Awards won in NCC:

University level	1	State level	-
National level	-	International level	-

3.25 No. of Extension activities organized

University forum	-	College forum	-		
NCC	3	NSS	8	Any other	-

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Swachh Rail – Swachh india programme organized on 30.08.2017 with 16 volunteers at Thudiyalur railway station for cleaning the railway station.
- Lake Restoration programme at Chinnavedampatti lake on 26.11.2017 with 26 volunteers for the restoration of the lake to conserve water.
- Participated in world AIDS day rally from collectorate to GH on 01.12.2017 with 100 volunteers
- Safe Happy New Year 2018 programme was conducted in association with police and professional counsellers on 31.12.2017 with 12 students at Avinashi road, Navaindia & VOC park area.
- Road Safety Rally organized on 03.01.2018 from Athippalayam Pirivu to CRI pumps with 150 volunteers
- Participated in Kovai Vizha between 10.01.2018 to 12.01.2018 to showcase the "ill effects of using plastic" with 50 students at Gandhipuram
- Swachh Survekshan Feedback survey conducted on 07.02.2018 & 08.02.2018 with 14 students at Maniakarampalayam & Chinnavedampatti.
- Participated in Rally for Rivers on 20.09.2017 to showcase the "Importance of Indian water bodies and present and future condition of water scarcity" with 130 volunteers
- Planting tree saplings
- NCC cadets conducted seminar on social awareness.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	24.17	-	-	24.17
Class rooms	90	-	-	90
Laboratories	31	-	-	31
Seminar Halls	4	-	-	4
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	1	1	Management	2
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	3	-	-	3

4.2 Computerization of administration and library

OCSCA Software is used for following process
- Admission Process
- Fees Collection
- Payroll

Library
- Dolphin (Lipsinet 5.1v) Software for Library Information Management Service

Controller Section
- COXCO Software for Controller section functions

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value (Rs.)
Text Books	27302	6992302	75	46500	27377	7038802
Reference Books	4195	2045677	25	12000	4220	2057677
e-Books	510	4400	15	1000	525	5400
Journals	111	90834	5	9045	116	99879
e-Journals	8	15000	8	15000	8	15000
Digital Database	2	16500	2	16500	2	16500
CD & Video	1525	14000	25	350	1550	14350

Others (specify)	Inflibnet Nlist
	Delnet
	National Digital Library
	Digital Library

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	467	9	56MBPS			15	25	29
Added	59					3		1
Total	526	9	56MBPS			18	25	30

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Value Added Programmes on Android, Tally, Python, R Programming

4.6 Amount spent on maintenance in lakhs :

i) ICT — 6.58

ii) Campus Infrastructure and facilities — 42.30

iii) Equipments — 32.31

iv) Others — 34.01

Total : 115.20

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Tutorial System
- Public Addressing Mechanism
- Communications through student representatives
- Through the faculty and heads in their class hours
- Circulars

5.2 Efforts made by the institution for tracking the progression

- Result Analysis
- Exams
- Attendance
- Involving students in major sports and cultural activities
- Peer teaching
- Remedial Measures
- Tutorial system
- Numerical Aptitude tests
- Practical classes

5.3 (a) Total Number of students

UG	PG	M.Phil	Ph. D.	Others
2397	581	21	52	4

(b) No. of students outside the state

1052

(c) No. of international students

72

Men

No	%
2336	67.51

No	%
1124	32.49

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1635	202	32	1284	4	2615	895	388	26	2145	6	3460

Demand ratio   1:1.3   Dropout %   6%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Taekwondo coaching camp for students from October to December,
- IAS competitive books issued by outside agency.
- Communication Lab
- NET Coaching conducted
- British English Course
- Group Discussion, Aptitude test, Debates, Mock interviews

No. of students beneficiaries | ~ 1500

5.5 No. of students qualified in these examinations

| NET | | SET/SLET | | GATE | | CAT | |
| IAS/IPS etc | | State PSC | | UPSC | | Others | |

5.6 Details of student counselling and career guidance

- Effective Tutorial System – each tutee comes under a tutor and monitored & counselled for their overall growth
- Placement cell conducts career guidance and counselling
- Every department organizes programmes to enhance the job skills of the students

No. of students benefitted | 2310

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
16	3584	509	89

5.8 Details of gender sensitization programmes

Awareness on Sanitation , Advocates & Social Workers address during Women's Day celebration, Women's Rights is given as Non-major elective, Sukanya – women empowerment programmes are conducted.

5.9 Students Activities

    5.9.1   No. of students participated in Sports, Games and other events

State/ University level   242   National level   33   International level

        No. of students participated in cultural events

State/ University level   51   National level   -   International level   -

    5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level   107   National level   1   International level   -

Cultural: State/ University level   51   National level   -   International level   -

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	870	Rs.79,32,622/-
Financial support from government	116	Rs. 9,75,160/-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

Fairs   : State/ University level   3   National level   International level

Exhibition: State/ University level   National level   International level

5.12   No. of social initiatives undertaken by the students   44

5.13 Major grievances of students (if any) redressed: Issued Subject material required for complicated topics, Online exams question bank provided for preparation.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision :
A centre of excellence, capable of empowering seekers of knowledge through holistic education.

Mission :
To create worthy citizens by providing holistic, quantitative, value based education and makes them creative members of global society.

6.2 Does the Institution has a management Information System

The system for
- handling the admission process
- Handling records of examinations, assessments, marks, grades and academic progression
- Maintaining records of attendance
- Career services management
- Fees management
- Payroll processing for staff etc

6.3 Quality improvement strategies adopted by the institution for each of the following:

    6.3.1   Curriculum Development

- Board Of Studies is being conducted every year with members from Alumni, Industry and Experts where opinion from peer, industrial experts and alumni are considered for syllabus revision.
- Curriculum Development Cell has been framed to design, develop, implement and review of curriculum that are appropriate and relevant to the needs of the community
- Feedback from students are analysed & necessary modifications are carried out
- Outcome Based Education
- Practical Oriented Syllabus to improve skills
- Extra Departmental Courses

6.3.2 Teaching and Learning

- Continual Assessment, Feedback Analysis, Remedial and Special Classes
- Efficient Pedagogy
- Experiential learning practice, Projects, Presentations, Role Play
- Seminars by various resource persons for industrial exposure

6.3.3 Examination and Evaluation

- 100% external valuation for PG
- 50% external valuation for UG
- 100% external question paper setting
- Supplementary examination after final examination
- Online Examination for Part A
- Online Examination for Foundation Courses A & B
- Transcripts issued for opted students

6.3.4 Research and Development

- Annual Research Consortium for all Research Scholars
- Timeline presentation for research scholars
- Motivation for staff and students to publish papers
- Faculty applied for Minor projects

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Number of books, journals added as per need
- Centralized library & departmental libraries
- Facilities ie library books, systems, instruments and physical infrastructures are added as per need

6.3.6 Human Resource Management

- Adequate teaching and non –teaching available
- Recruitment for new staff done whenever and wherever there is a need

6.3.7 Faculty and Staff recruitment

- Selection through Advertisement and interview
- On Merit and as per Bharathiar University norms

6.3.8   Industry Interaction / Collaboration

- In Board of Studies meeting, the industrial experts represent their views and industrial requirement
- Seminars are provided by industrial experts
- MoU s with various industries to help employment
- MoUs with various industries for conducting Value Addition Programmes
- Industrial Visits to enhance exposure of the students

6.3.9   Admission of Students

- Based on eligibility criteria and norms of Bharathiar University
- No donations
- Advertisement through college website, print media and electronic media

6.4 Welfare schemes for

Teaching	ESI, Medical Insurance, Accident Insurance Benefit, PF, Graduity
Non teaching	ESI, Medical Insurance, Accident Insurance Benefit, PF, Graduity
Students	Accident Insurance Benefit, Scholarship for Sports students and Merit Scholarship by Management

6.5 Total corpus fund generated

No Corpus fund, Income only through fees

6.6 Whether annual financial audit has been done   Yes   ✓   No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Experts from Other College	Yes	IQAC
Administrative	Yes	Experts from Other College	Yes	IQAC

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes	Yes	✓	No		
For PG Programmes	Yes	✓	No		

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- Suggestions from Academic and Industrial experts are considered and implemented.
- Online examination for Section –A
- Exam for Extra Departmental Course is conducted, evaluated and result given.
- Supplementary exams for 2 subjects are conducted for final year students

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumni Association

Chapters are created at different parts of the world. Facebook groups are interacting with the college and helps in following activities.
- Curriculum Development
- Admission
- Placement

6.12 Activities and support from the Parent – Teacher Association

- Suggestions by parents are immediately carried out for the welfare of the students and the institution.
- Parents help in admission process
- Parents help in policy improvement for hostels, discipline and co-curricular activities

6.13 Development programmes for support staff

- Coaching in MS Office & Tally
- Internet Usage

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Well maintained Biodiversity park
- Plastic free campus
- Nurture nature for our future through NSS volunteers
- Active participation in swachh bharat

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- **Extra Departmental Courses** :

  Various departments framed syllabi for various EDC subjects with extra credits and offered to students of other disciplines to enhance knowledge in other domains.

- **Value Addition Programmes** :

  Each department offers a value addition programme to their students to enhance knowledge in latest trend with the help of industrial experts and consultants and certificates are issued

- **Modular Programmes** :

  Each department designed syllabi for a modular course consisting of three modules to get additional knowledge in emerging trends. The students will get extra credits and certificates on completion of each module.

- **Outbound Programme :**

  To conduct residential Outbound programme to the PG students to improve their team spirit and bring out their hidden talents.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Classes and exams for Extra Departmental Courses were conducted and extra credits have given to the qualified students.

- Classes and Exams for Value Addition Programme were conducted and certificates issued to the eligible students.

- Outbound programme was conducted to all I PG students at Karl Kubel institute for Higher education and participation and overall performance of the students were excellent.

- International seminar is planned at Malaysia for interested faculty and students to be executed during 2018-19.

- To facilitate Academia – Industry collaboration for various activities, MoUs were signed with many industries.

- Various departments conducted programs for soft skill training, mock interviews, GDs, Aptitude tests, Numerical tests within the classes
- Workshops for students were conducted by various departments to provide hands-on training to the students.
- Guest lectures were conducted by the departments for enhancing the students.
- Students organized Ramanujan Commemorative Celebrations with Exhibition and Math games.
- II PG and III UG students were taken to Delhi, Agra trip in different batches.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

APJ Abdul Kalam Trophy

Ramanujan Commemorative celebrations

* The details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

Swachh Bharat activity for plastic free and green campus

E Waste Management

7.5 Whether environmental audit was conducted?   Yes   ✓   No ☐

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strengths :
- Experienced and Qualified and Motivated Faculty
- State-of-the –Art Infrastructure
- Mentoring various opportunities for students to present and display their talents in different areas like curriculum and extracurricular and co-curricular activities.
- Bridge courses Coaching and Remedial Classes
- Bilingual lecture
- Value Addition Programme by industry
- Counselling to the needed students
- Communication Lab for fluency improvement
- Students from various culture
- Exhibition, Field camps
- Part time jobs
- Skill based courses for employment and entrepreneurship development

Weakness :
- Public Transport Facility
- Overall Research activities and Funded Research projects

Opportunities :
- Placement activities can be strengthened
- Self Employability can be Improved
- Linkages with industries can be increased
- Coaching for competitive exams can be enhanced
- Organize workshop and conferences to implement Research culture

Threats :
- Large Number of Higher Educational Institutions in the nearby locality
- More number of Students interested in placement than going for post graduation

8. Plans of institution for next year

Details given as Annexure - VII

Name : Mrs. *G.Sathiya*   Name   : *Prof.C.K.Venkatesan*

_____   _____

Signature of the Co-ordinator, IQAC   *Signature of the Chairperson, IQAC*

*******END*******

ANNEXURE – I

OUTCOME OF THE PLAN DEVISED

Plans for the year 2017-18 devised in the year 2016-17

- Outbound programmes
- Inter Disciplinary Course
- Value Addition Programmes
- Extra Departmental Courses
- International seminar
- National Level conference
- Modular Programme
- Curriculum updation
- MoU with Companies and Institution
- Soft Skill Training
- Career Development Programmes
- Workshops in the related fields
- Guest Lectures
- Exhibitions
- Industrial Visits /Tours
- Extension Activities

Out Bound Programmes

The residential outbound programme is conducted during Dec 2018 for the PG students of all disciplines. The students were taken to Karl Kubel institute for higher education and grouped to perform various activities. The expected outcome of the programme was achieved by the active and enthusiastic participation of the students in all events conducted.

Inter Disciplinary Courses

The inter disciplinary courses are designed for the students of two or more inter –related disciplinary programmes. The students will be taught a job oriented course of current trend by the faculty of inter disciplinary.

Value Addition Programmes

Each department in the college is conducting a value addition certificate programme in collaboration with industry to enrich the knowledge of their students in the latest trends.

Extra Departmental Courses

The extra departmental courses with extra credits are designed by each department for the students of other disciplines to enhance knowledge in a different field of their choice.

International Seminar

An international seminar is planned for the interested faculty and students at Malaysia and to be executed during 2018-19.

National Level Seminar

Plant tissue culture and personalized genomic medicine on 04.01.2018

Modular Programme

Modular Programmes are designed with 3 modules to enhance knowledge and to provide extra certification to the students. On completion of each module, the students will be awarded with different levels of certification ie Certificate, Diploma and PG Diploma.

Curriculum Updation

- Outcome Base Education is designed with Programme Outcome, Programme Educational Outcome and Course Outcome for all the programmes offered.
- Extra departmental courses with extra credits for the students of other disciplines.
- Inter disciplinary courses for students of two or more related disciplines.
- Modular Programmes with 3 modules with different levels of additional certification.
- Value Addition Certification Programmes are conducted to enrich the knowledge of the students in the latest trends of their particular fields.

MoU with Companies and Institution

MoU are signed with various companies to facilitate Academia – Industry Collaboration for various activities.

Soft Skill Training

- Technotrix '17 was conducted to other discipline students by CS students during Sep 2017 which acts as a platform for improving the organizing as well as their technical skills.
- Prudentia '18 was organized by the CS students during Feb 2018 in both technical and non-technical fields for the students of other colleges.

Career Development Programmes

- Numerical Aptitude classes for final year students to improve their numerical aptitude talents.
- How to pursue their career for commerce students on 02.02.2018
- How to face the interview for commerce students on 17.02.2018
- Career Opportunities on 15.01.2018

Workshops in the related fields

- LATEX Workshop on 27.02.2018 for final year students for placement exhancement.
- SPSS workshop on 16.12.2017 and 22.02.2018 for enriching mathematics software usage for research scholars, faculty and PG students.
- On line tools for literature review and thesis writing for all PG bioscience students on 23.09.2017
- First Aid and Physiotherapy for Physical education students to practice the methods in first aid during Dec 2017.
- Leadership training camp for physical education students to develop leadership quality during Jan 2018.
- Rural camp was organized for MSW students between 15.02.18 and 23.02.2018
- Workshop on Log out- A gateway to quit your addictions for MSW students on 06.10.2017

Guest Lectures

- Why mathematics ? for Mathematics students to create interest in Mathematics on 07.09.17
- Programming in Python and its opportunities for MCA students to enhance programming skills on 09.02.2018
- Big Data for BCA & MCA students to explore the job opportunities on 17.02.2018
- An awareness on common skin diseases of adults for all bioscience students on 07.02.2018
- Attitude Building for PG commerce students on 18.07.2017
- Motivational speech for commerce students on 18.08.2017
- Women Empowerment for all commerce women students on 02.09.2017
- Orientation on Investment on 04.01.2018
- Job Opportunities in IT sector and North India for MSW students on 04.07.2017
- Gender & Sexuality for MSW students on 02.02.2018
- Walk out from substances for MSW students on 13.02.2018

Exhibitions

- Ramanujan Commemorative Celebrations – Exhibition, Puzzles and Presentation by the students on 04.01.2018 to enhance their leadership quality, self doing and talent exposure.

Industrial Visits /Tours

Final year UG & PG Students went for an industrial visit to Delhi and Agra in different batches.

Extension Activities

- Skill Development Programme - Tuition Center by MSW students on 30.06.2017
- Dengue Awareness by MSW students on 18.08.2017
- Daanutsav (Joy of giving week) by MSW students from 03.10.2017 to 08.10.2017

- Awareness on Digital India by MSW students on 24.11.2017
- HIV/AIDS Awareness Rally by MSW students on 01.12.2017
- Awareness on Importance of Education by MSW students on 22.12.2017
- Medical camp by MSW students on 17.02.2018
- Awareness and Skit on Tobacco & Alcohol, Sanitation by MSW students on 19th & 21st Feb.2018, 20.02.2018 and 01.03.2018
- Awareness on Small Savings and personal Hygiene by MSW students on 20.02.2018, 21.02.2018.
- Recreational Activity by MSW students on 28.02.2018, 06.03.2018,

ACADEMIC CALENDAR – 2017-18

Date June 2017	Day	Academic activity	Day Order	No.of working days
19	Mon	College Re opens for II & III yrs	I	1
20	Tue		II	2
21	Wed		III	3
22	Thur		IV	4
23	Fri		V	5
24	Sat		I	6
25	Sun			-
26	Mon	Ramzan		-
27	Tue		II	7
28	Wed	College Re opens for I yr	III	8
29	Thur		IV	9
30	Fri	Last Date for paying Fees	V	10
1 July	Sat	Modular Course	I	11
2	Sun			-
3	Mon		II	12
4	Tue		III	13
5	Wed		IV	14

6	Thur		V	15
7	Fri		I	16
8	Sat			-
9	Sun			-
10	Mon		II	17
11	Tue		III	18
12	Wed		IV	19
13	Thur		V	20
14	Fri		I	21
15	Sat	**Modular Course**	II	22
16	Sun			-
17	Mon		III	23
18	Tue		IV	24
19	Wed		V	25
20	Thur		I	26
21	Fri		II	27
22	Sat			-
23	Sun			-
24	Mon		III	28
25	Tue		IV	29
26	Wed		V	30

27	Thur		I	31
28	Fri		II	32
29	Sat	Modular Course	III	33
30	Sun			-
31	Mon		IV	34
1Aug	Tue		V	35
2	Wed	Internal Exam	I	36
3	Thur		II	37
4	Fri		III	38
5	Sat			-
6	Sun			-
7	Mon		IV	39
8	Tue		V	40
9	Wed		I	41
10	Thur		II	42
11	Fri	VAP	III	43
12	Sat	Modular	IV	44
13	Sun			-
14	Mon	Krishna Jayanthi		-
15	Tue	Independence Day		45
16	Wed		V	46

17	Thur		I	47
18	Fri		II	48
19	Sat	VAP	III	49
20	Sun			-
21	Mon		IV	50
22	Tue		V	51
23	Wed		I	52
24	Thur		II	53
25	Fri	Vinayaga Chathurthi		-
26	Sat			-
27	Sun			-
28	Mon		III	54
29	Tue		IV	55
30	Wed		V	56
31	Thur		I	57
1 Sep	Fri		II	58
2	Sat	Bakrid		-
3	Sun			-
4	Mon	Onam		-
5	Tue			-
6	Wed		III	59

7	Thur		IV	60
8	Fri		V	61
9	Sat		I	62
10	Sun			-
11	Mon		II	63
12	Tue		III	64
13	Wed		IV	65
14	Thur		V	66
15	Fri		I	67
16	Sat	**Modular**	II	68
17	Sun			-
18	Mon	**Model Practicals**	III	69
19	Tue		IV	70
20	Wed		V	71
21	Thur		I	72
22	Fri		II	73
23	Sat		III	74
24	Sun			-
25	Mon		IV	75
26	Tue		V	76
27	Wed		I	77

28	Thur		II	78
29	Fri	Vijaya Dashami		-
30	Sat			-
1 Oct	Sun			-
2	Mon	Gandhi Jayanthi		-
3	Tue	End Semester Practicals	III	79
4	Wed		IV	80
5	Thur		V	81
6	Fri		I	82
7	Sat		II	83
8	Sun			-
9	Mon	Model Exams - Theory	III	84
10	Tue		IV	85
11	Wed		V	86
12	Thur		I	87
13	Fri		II	88
14	Sat		III	89
15	Sun			-
16	Mon		IV	90
17	Tue		V	91
18	Wed			-

19	Thur	Deepavali		-
20	Fri			-
21	Sat			-
22	Sun			-
23	Mon	End Semester Exams begin		
24	Tue			
25	Wed			
26	Thur			
27	Fri			
28	Sat			
29	Sun			-
30	Mon			
31	Tue	Last working day for Teaching Faculty		
1 Nov	Wed			
2	Thur			
3	Fri			
4	Sat			
5	Sun			-
6	Mon			
7	Tue			
8	Wed			

9	Thur			
10	Fri			
11	Sat			
12	Sun			-
13	Mon			
14	Tue			
15	Wed			
16	Thur			
17	Fri			
18	Sat			
19	Sun			-
20	Mon	**College Re opens for Even semester**	I	1
21	Tue		II	2
22	Wed		III	3
23	Thur		IV	4
24	Fri		V	5
25	Sat	**Modular Course**	I	6
26	Sun			-
27	Mon		II	7
28	Tue		III	8
29	Wed		IV	9

30	Thur		V	10
1 Dec	Fri	Milad – un - Nabi		-
2	Sat			-
3	Sun			-
4	Mon		I	11
5	Tue		II	12
6	Wed		III	13
7	Thur		IV	14
8	Fri		V	15
9	Sat			-
10	Sun			-
11	Mon		I	16
12	Tue		II	17
13	Wed		III	18
14	Thur		IV	19
15	Fri		V	20
16	Sat	Modular Course	I	21
17	Sun			-
18	Mon		II	22
19	Tue		III	23
20	Wed		IV	24

21	Thur		V	25
22	Fri		I	26
23	Sat			-
24	Sun			-
25	Mon			-
26	Tue		II	27
27	Wed		III	28
28	Thur		IV	29
29	Fri		V	30
30	Sat			-
31	Sun			-
1 Jan 2018	Mon	New Year		-
2	Tue		I	31
3	Wed		II	32
4	Thur		III	33
5	Fri		IV	34
6	Sat	Modular Course	V	35
7	Sun			-
8	Mon		I	36
9	Tue		II	37

10	Wed		III	38
11	Thur		IV	39
12	Fri		V	40
13	Sat	Pongal		-
14	Sun			-
15	Mon			-
16	Tue			-
17	Wed		I	41
18	Thur		II	42
19	Fri		III	43
20	Sat		IV	44
21	Sun			-
22	Mon		V	45
23	Tue		I	46
24	Wed		II	47
25	Thur		III	48
26	Fri	Republic Day		49
27	Sat			-
28	Sun			-
29	Mon	Internal Exams	IV	50
30	Tue		V	51

31	Wed		I	52
1 Feb	Thur		II	53
2	Fri		III	54
3	Sat		IV	55
4	Sun			-
5	Mon		V	56
6	Tue		I	57
7	Wed		II	58
8	Thur		III	59
9	Fri		IV	60
10	Sat	Modular Course	V	61
11	Sun			-
12	Mon		I	62
13	Tue		II	63
14	Wed		III	64
15	Thur		IV	65
16	Fri		V	66
17	Sat	VAP	I	67
18	Sun			-
19	Mon		II	68
20	Tue		III	69

21	Wed		IV	70
22	Thur		V	71
23	Fri		I	72
24	Sat	VAP	II	73
25	Sun			-
26	Mon	Model Practicals	III	74
27	Tue		IV	75
28	Wed		V	76
1 Mar	Thur		I	77
2	Fri		II	78
3	Sat	Modular	III	79
4	Sun			-
5	Mon		IV	80
6	Tue		V	81
7	Wed		I	82
8	Thur		II	83
9	Fri		III	84
10	Sat	Sports Day		85
11	Sun			-
12	Mon	Spandana & College Day		86
13	Tue			87

14	Wed			88
15	Thur			89
16	Fri			90
17	Sat			91
18	Sun			-
19	Mon	End Semester Practicals	IV	92
20	Tue		V	93
21	Wed		I	94
22	Thur		II	95
23	Fri	Model Exams - Theory		96
24	Sat			97
25	Sun			-
26	Mon			98
27	Tue			99
28	Wed			100
29	Thur			101
30	Fri	Good Friday		-
31	Sat			-
1 April	Sun			102
2	Mon			103
3	Tue			104

4	Wed			105
5	Thur	End Semester Exams – Theory		
6	Fri			
7	Sat			
8	Sun			-
9	Mon			
10	Tue			
11	Wed			
12	Thur			
13	Fri			
14	Sat	Tamil New Year		-
15	Sun			-
16	Mon			
17	Tue			
18	Wed			
19	Thur			
20	Fri			
21	Sat			
22	Sun			-
23	Mon			
24	Tue			

25	Wed			
26	Thur			
27	Fri	**Last Working Day for Teaching Faculty**		

ANNEXURE – III

LIST OF COURSES

S.No.	UG COURSES	S.No.	PG COURSES
1.	B.A. English Literature	1.	MA English Literature
2.	BBA	2.	M.Com
3.	BBA(CA)	3.	M.Com Finance & Control
4.	BCA	4.	M.Com International Business
5.	B.Com.	5.	MCA
6.	B.Com Accounts and Finance	6.	M.Sc. Applied Electronics
7.	B.Com (CA)	7.	M.Sc. Applied Microbiology
8.	B.Com Professional Accounting	8.	M.Sc. Biochemistry
9.	B.Sc. Biochemistry	9.	M.Sc. Biotechnology
10.	B.Sc. Biotechnology	10.	M.Sc. Computer Science
11.	B.Sc. Catering Science & Hotel Management	11.	M.Sc. Information Technology
12.	B.Sc. Computer Science	12.	M.Sc. Mathematics
13.	B.Sc. Computer Technology	13.	M.Sc. Microbiology
14.	B.Sc. Electronics and Communication Systems	14.	MSW
15.	B.Sc. Information Technology		
16.	B.Sc. Mathematics		
17.	B.Sc. Microbiology		
18.	B.Sc. Physical Education		

ANNEXURE – III

LIST OF COURSES

S.No.	M.Phil COURSES	S.No.	Ph.D COURSES
1.	Biochemistry	1.	Biotechnology
2.	Bioinformatics	2.	Commerce
3.	Biotechnology	3.	Computer Science
4.	Commerce	4.	Management Studies
5.	Computer Science	5.	Microbiology
6.	Electronics		
7.	English		
8.	Management Studies		
9.	Mathematics		
10.	Microbiology		**DIPLOMA**
11.	Social work	1.	PG Diploma in Fitness Education

ANNEXURE – IV

CURRICULUM FEEDBACK REPORT

Curriculum feedback is obtained from various stakeholders (Students, Peer Teachers, Alumni and Employers) using a structured format. IQAC Prepares the formats and circulate them to the departments and filled in formats were collected from the departments. Analysis is done on each parameter. The analysed report is as follows.

POST GRADUATE PROGRAMMES

STUDENTS FEEDBACK ON CURRICULUM

S.No.	Parameter	%
1.	Depth of the course content including project work	88
2.	Extent of coverage to real life situations	83
3.	Applicability / Relevance to real life situations	79
4.	Learning Values (………)	80
5.	Clarity and relevance of textual reading material	77
6.	Relevance of additional source material (Library)	72
7.	Extent of effort required by students	82

ALUMNI FEEDBACK ON CURRICULUM

S.No.	Parameter	%
1.	Rate of satisfaction with the curriculum designed for your course of study	78
2.	Degree of curriculum framed satisfy the needs of the industry	76
3.	Provision in offering hands-on experience ?	77
4.	Scope of employability skills in the syllabus	73

EMPLOYERS FEEDBACK ON CURRICULUM

S.No.	Parameter	%
1.	Scope of curriculum to meet the industrial needs	93
2.	Applicability / Relevance to real life situations	84
3.	Rate of curriculum in developing the soft skills of the students	93
4.	Clarity and continuity in the syllabus	88
5.	Degree of curriculum in fetching the right placements to students	93

ACADEMIC PEER FEEDBACK ON CURRICULUM

S.No.	Parameter	%
1.	Provision of in-depth information and useful knowledge in the syllabus framed	88
2.	Scope of employability of students in syllabus	90
3.	Scope of development of necessary entrepreneurship skills	91
4.	Inclusion of the contents of NET/SLET in syllabus	87
5.	Coverage of the syllabus in the self and social responsibility aspects	91
6.	Scope of assessment related with learning skills	90
7.	Inclusion of industry oriented application	74
8.	Inclusion of measurable learning objectives	88
9.	Rate of enabling the students to develop and apply a particular skill	91

UNDER GRADUATE PROGRAMMES

STUDENTS FEEDBACK ON CURRICULUM

S.No.	Parameter	%
1.	Depth of the course content including project work	88
2.	Extent of coverage to real life situations	88
3.	Applicability / Relevance to real life situations	90
4.	Learning Values (………)	91
5.	Clarity and relevance of textual reading material	90
6.	Relevance of additional source material (Library)	90
7.	Extent of effort required by students	89

ALUMNI FEEDBACK ON CURRICULUM

S.No.	Parameter	%
1.	Rate of satisfaction with the curriculum designed for your course of study	87
2.	Degree of curriculum framed satisfy the needs of the industry	88
3.	Provision in offering hands-on experience ?	86
4.	Scope of employability skills in the syllabus	90

EMPLOYERS FEEDBACK ON CURRICULUM

S.No.	Parameter	%
1.	Scope of curriculum to meet the industrial needs	90
2.	Applicability / Relevance to real life situations	90
3.	Rate of curriculum in developing the soft skills of the students	88
4.	Clarity and continuity in the syllabus	90
5.	Degree of curriculum in fetching the right placements to students	86

ACADEMIC PEER FEEDBACK ON CURRICULUM

S.No.	Parameter	%
1.	Provision of in-depth information and useful knowledge in the syllabus framed	84
2.	Scope of employability of students in syllabus	85
3.	Scope of development of necessary entrepreneurship skills	78
4.	Inclusion of the contents of NET/SLET in syllabus	82
5.	Coverage of the syllabus in the self and social responsibility aspects	81
6.	Scope of assessment related with learning skills	86
7.	Inclusion of industry oriented application	83
8.	Inclusion of measurable learning objectives	79
9.	Rate of enabling the students to develop and apply a particular skill	85

REVISION & UPDATION OF SYLLABI

BA ENGLISH

- English paper I & II are modified. Detailed book English through Reading 1 & 2 has been replaced with Prase and Poetry for the Yound Readers.
- In Elective –II Literature, Analysis, Approaches and Applications, the 5th unit I is replaced with Intellectual Property Rights.
- Foundation Course papers are given as self- study papers
- Modular Course is introduced on Functional and Business English

B.Sc. INFORMATION TECHNOLOGY

- In the 1st semester, The title of the papers Fundamentals of Computing and Fundamentals of Computing Lab is to be changed as C Programming Level – I and C Programming Level – I Lab.
- In the 2nd semester, The title of the papers Advanced C Programming and Advance C and Data Structures Lab is to be changed as C Programming Level – II and C Programming and Data Structures Lab.
- Foundation Course papers are given as self- study papers
- In the 4th semester, J2EE is to be added as Unit – V in Java Programming Paper and one J2EE program to be added in Java Programming Lab.
- The Elective – II (A) – Data mining and Warehousing is to be renamed as Data Mining and Big Data Analytics. Concepts of Big data Analytics to be kept instead of warehousing concepts.
- In 6th semester, the title of the paper .Net technologies is changed as Distributed Technology with the concepts of ASP.net and C#. .NET technologies lab is changed as Distributed Technology Lab with ASP.net and C# programs.
- Python & MongoDB was decided as the Value Addition Programme
- Cryptography for Beginners was approved as Extra Departmental Course for the students of other disciplines.
- Digital Security is to be given as Modular course.

B.Sc. COMPUTER TECHNOLOGY

- In the 1st semester, the title of the papers Fundamentals of Computing and Fundamentals of Computing Lab is to be changed as Computing Concepts with C and Computing Lab.
- In the 2nd semester, the title of the papers Fundamentals of Data Structures is to be changed as Data Structures.
- Foundation Course papers are given as self- study papers

- In the 3rd semester, the title of the papers Fundamentals concepts of RDBMS and Fundamentals concepts of RDBMS Lab is to be changed as RDBMS & SQL and RDBMS & SQL Lab.
- In the 4th semester, J2EE is to be added as Unit – V in Java Programming Paper and one J2EE program to be added in Java Programming Lab.
- In 5th semester, the title of the paper .Net technologies is changed as Distributed Technology with the concepts of ASP.net and C#. .NET technologies lab is changed as Distributed Technology Lab with ASP.net and C# programs.
- The Elective – II (A) – Data mining and Warehousing is to be renamed as Data Mining and Big Data Analytics. Concepts of Big data Analytics to be kept instead of warehousing concepts.
- Python & MongoDB was decided as the Value Addition Programme
- Digital Security is to be given as Modular course.

B.Sc. COMPUTER SCIENCE

- In Software Engineering – I, unit 5 replaced with software cost estimation
- SQA to be brought to 5th semester Software engineering –II
- Instead of digital computer fundamentals, Introduction to programming and problem solving is introduced.
- In C++ programming, data conversion is removed
- Data Structure can be revamped.
- 3 electives can be reduced to 2 electives and 6th semester elective 3 can be replaced with core
- Extra disciplinary Course: For UG,
- Modular course is decided as IT infrastructure management

B.Sc. MATHEMATICS

- Semester – I   - Classical Algebra – Unit III Raabe's test included
- Semester – II   - Trigonometry & Vector Calculus – Unit V – proof of theorems included
- Semester – IV – Complex Analysis book changed. Linear Algebra introduced instead of Modern algebra.
- Semester – V – Modern Algebra instead of Linear Algebra
- Transformation paper instead of Numerical Methods – I
- Semester – VI – Numerical Methods I and II combined

BCA

- Principles of Compiler Design is replaced with Data Mining
- Modular course is designed with most of software modules ie MS Excel, MS Access, Corel Draw, Animation, Web designing,

B.Sc. BIOLOGICAL SCIENCES

- Scheme has been designed with Outcome based Education.
- Instructional hours for foundation courses I & II has been excluded from the scheme and given as self-study paper.

BCom CA

- Paper V Marketing has been replaced with Banking theory.
- In Costing Accounting, included the topics Inclusion of FIFO, LIFO, Simple Average and Weighted Average Methods in stores issue.
- In Elective paper – I – Income tax law and practice, new topics assessment of individual, forms ITR1, ITR7, due dates are included.
- NEFT is included in skill based course – Banking and Insurance Law.
- Elective paper – III – Marketing is replaced with Project and Viva Voce.

BCom

- In Core Paper III- Financial accounting, the topics methods of depreciation, Straight line method, Written down value method, change of methods, reserves and provisions are included.
- In Core Paper V- Higher financial accounting, Unit V- Entirely restructured with topics Insolvency of individual, statement of affairs and deficiency accounts.
- In Core paper IV- Cost accounting, topics FIFO- LIFO- simple average method and weighted average method in stores ledger are included.
- In Skill based course II - Practicing workshop, topics included are NEFT Forms and RTGS forms, form A, Form 26AS, Form15G/H.
- Core paper X- Company Law and Secretarial Practices Unit III includes DIN (Directors Identification Number) & Unit V- Restructured.
- In Core Paper XVI- Income tax law and practice, the topics assessment of Individuals, Form ITR-1 to 7- Due dates have been included
- In Elective -1 Financial Management, Unit III- Is Restructured
- Core Paper XVIII – Indirect taxes entirely restructured and subject title changed as 'Goods and Service Tax"
- Core Paper XIX- Principles of auditing is entirely restructured

B.COM PA

- Core Paper XII- Indian Company Law Unit III includes DIN (Directors Identification Number)
- Core Paper XIII- Principles of Auditing – Entirely Restructured.

- Core Paper XV- Direct Tax I includes Assessment of Individuals, ITR 1 to ITR 70 due dates.
- Skill Based Course III- Banking and Insurance Unit I- includes NEFT & RTGS.
- Skill Based Course IV- Indirect Taxation has been entirely restructured and subject title changed as 'Goods and Service Tax"

B.COM A&F

- Core paper XI – Indian company law, includes Directors Identification, number (DIN)
- Core Paper XV- Direct Tax I, Includes assessment of Individuals & ITR 1 to ITR 7 due dates
- Skill Bases course IV – Indirect Taxation entirely restructured and subject title changed as 'Goods and Service Tax"

B.Sc. ELECTRONICS & COMMUNICATION SYSTEMS

- An Inter Disciplinary Course on "Bio Instrumentation" is to be offered
- To provide addition knowledge in the field, "Modular Curriculum on VHDL Programming" is introduced
- To improve multi lingual ability in students, certificate courses o Sanskrit, French, Hindi and Malayalam are introduced
- To create awareness in the area of Intellectual Property Rights among students and to encourage them at all levels to develop patentable, "Intellectual Property Rights" is included in the curriculum.

B.Sc. PHYSICAL EDUCATION

- Modular programme is given as Diploma in Fitness Instructor to provide additional training and job opportunity.

BBA /BBA CA

- In Principles Of Management, the topics Social Responsibility, Significance of management Difference between Management and Administration, Departmentation, Performance Evaluation Motivation Techniques, Replaced Budgetary and non- budgetary controls with Control Techniques.
- In Marketing Management, Digital Marketing , Recent trends in marketing, Choosing Brand Name, Brand option, Retail Formats
- In Taxation – Law and Practice, topic Goods and Service Tax is included
- In Insurance Principles And Practice, the topic ESI is included

B.Sc. CATERING SCIENCE & HOTEL MANAGEMENT

- The modular course syllabus is newly framed and passed compulsorily.

- Food production IV paper is changed to FP-III and FP III to FP IV with minor changes in the content.

LANGUAGES (TAMIL, MALAYALAM, FRENCH & HINDI)

- To create more awareness and creative capability of the students in language and literature, I and II units are changed in Malayalam, I and III units are changed in Hindi.

M.Sc. INFORMATION TECHNOLOGY

- Extra Departmental Course is given.

- Multimedia lab is introduced instead of Unix Programming Lab

- The list of practical exercises in the software testing lab is changed.

- Value Addition Programme on Data Analytics is to be provided

- E Commerce is to be given as Extra Departmental Course for PG students of other departments.

- Digital Security is to be given as Modular course.

M.Sc. MATHEMATICS

- Algebra syllabus revised

- Advanced OR topic revised

- Latex – theory 50 marks and practical 50 marks

- In Semester IV - Java Programming introduced instead of C++.

MCA

- Intellectual Property Rights included in the V unit of Cyber security.

- Modular course is designed with most of software modules ie MS Excel, MS Access, Corel Draw, Animation, Web designing, Magento, Joomla and Ruby.

M.Sc. BIOLOGICAL SCIENCES

- Elective – I – Group A – Research Methodology and Bioanalytical Techniques is changed to Bioethics, Biosafety and TQM in Sem – I and Paper VIII Bioethics, Biosafety and TQM in sem II is changed to Research Methodlogy and Bioanalytical Techniques.

- Institutional training has been incorporated in 3rd semester with 50marks and 2 credits.

M.Com.

- New paper Indirect Taxes has been introduced. The topic GST with details included in Unit IV.

- A new paper Consumer Behaviour has been introduced replacing Executive Communication.

- Principles and uses of Managerial Economics is included and National Income concepts are expanded in Managerial Economics
- Buyer Behaviour, Factors influencing buyer behaviour has been included in Marketing Management.
- The topics Money supply measures of Reserve Bank of India, Demonetization are included in Central banking.
- The topics types of investment, objectives, Types of industrial investment Vs Gambling, Speculation has been included in Investment Management.
- The topic Intellectual Property Rights and International product life cycle has been included in International Marketing Management.

M.Com. (IB)

- The topic Intellectual Property Rights and International product life cycle has been included in International Marketing Management.
- List of India's trading partners, foreign and imports and exports, International trade procedures and documentation and import documentation expanded with bill of lading are included in Global Business Environment.
- The topic Demonetization, its effects, advantages and disadvantages are included Marketing of Financial Services.
- The subject title Cargo Management has been changed to Logistics Management.
- The subject Management of Multinational Corporation has been replaced with Supply Chain Management.

M.Com. (FC)

- The topic Principles and uses of Managerial economics has been included in Managerial Economics.
- The topics Intellectual Property Rights and details of it have been included as Unit V in Legal aspects of Business.
- The topic Demonetization, its effects, advantages and disadvantages, Aadhaar Enabled payment system, How to get membership in CIBIL are included Banking Insurance.
- The topics types of investment, objectives, Types of industrial investment Vs Gambling, Speculation, CDSL have been included in Investment Management.
- The topics related to GST are included in Indirect Tax

M.Sc. APPLIED ELECTRONICS

- To create awareness in the area of Intellectual Property Rights among students and to encourage them at all levels to develop patentable, "Intellectual Property Rights" is included in the curriculum
- To provide addition knowledge in the field, "Modular Curriculum" is introduced
- To enrich knowledge, "NPTEL & IIT On line Courses" are to be conducted
- To improve multi lingual ability in students, certificate courses o Sanskrit, French, Hindi and Malayalam are introduced

MA ENGLISH LITERATURE

- Modular programme is introduced on the English Teaching.

MSW

- In Labour Welfare and Labour Legislation – 1 (special paper I), added Observations of the NCL 1969, Trade Union was deleted and added Industrial Safety and Environment.
- In Health and Hygiene, added definition of health by WHO, community health, deleted Medical Sociology and Medical Social Work and included community health, unit 5 contents have been changed to National Health Programmes in India
- In Industrial Relations, The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 was added.
- Social Welfare Administration & Social Legislation, the topics Intellectual Properties Act and RTI, Right to Property, Immoral Trafficking Prevention Act and LGBT were included.
- The nomenclature of Mental Health and Mental Illness has been changed to Introduction to Mental Health.
- The nomenclature of Social Work Practice in Medical Settings has been changed to Medical Social Work.
- The nomenclature Organizational Behaviour has been changed to Organizational Behaviour and Organizational Development.
- In Corporate Social Responsibility, Goods and Service Tax (GST) – Meaning, History and impact included.
- The nomenclature of Psychiatric Social Work Practice has been changed to Psychiatric Social Work.

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 celebration 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.

BEST PRACTICES - II

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.

BEST PRACTICES - III

WELCOME TRACK & FIELD MEET AND PROJECT SPORTS MEET

Objectives
- ♦ Develop the organizing quality for the students
- ♦ Develop the leadership quality of individual
- ♦ Develop to Plan and organize the meet
- ♦ Learn to conduct a sports and games meet in future

The Practice
- ♦ The meet is conducted by the third year students
- ♦ The 1st year and 2nd year students are the participants
- ♦ Third year students will select one student as a secretary from their class
- ♦ Secretary will divide the students in to four groups
- ♦ From each group, one leader will be selected by their group members.
- ♦ All the meet work will be done by the 3rd year students with the guidance of the Head and Faculty.

Obstacles Faced
- ♦ Selection of the chief guest
- ♦ Collection of the fund
- ♦ Motivating students

Strategies Adopted
- ♦ Motivating the group leaders to send their group to participate in different events
- ♦ Motivating the students to participate in the meet
- ♦ Motivating by giving prize for the participants
- ♦ Giving special price to winners

Impact of the practice
- ♦ Students have learned to organize the sport meet
- ♦ Learned to collect the entry from school and how to short list by the event.
- ♦ Sharing the work to make the meet success
- ♦ Practical platform to implement the rules and regulation

Resource Required
- ♦ More experience
- ♦ Fund to conduct the meet
- ♦ More number of participation

COMMERCE FORUM

Objectives

♦ To bring overall development among the students of PG Commerce.
♦ To develop the innate capabilities ie Communication skills, Thirst for seeking knowledge, Perseverance, Commitment and Sincerity
♦ To enhance the group behaviour ie Inter personal skills, Teamwork skills, Sense of responsibility, Leadership qualities, Team spirit, Event management
♦ To enable the students fit for employment market.
♦ To create enthusiastic entrepreneurs in the society with civic consciousness

The Practice

♦ The Commerce Forum is being conducted for the last 10 years
♦ The Department facilitates each class to conduct a Commerce Forum every Semester and students of the other classes will be the audience.
♦ Preparation of the Commerce Forum schedule in the beginning of each semester and information passed on to the students.
♦ Plato Hall or Athena Hall will be booked well in advance for the venue
♦ The Class in charge motivates and guides his class to come up with innovative ideas.
♦ Individual responsibilities are given to each member of the class.
♦ The Forum is a complete event with an Invitation ,Agenda , Prayer ,Personality talk, Newshour, Paper presentations, Quiz, Management games ,Motivational talks and Creed .
♦ Socially relevant topics, Business and Commerce issues, latest developments in the economic and financial sectors are the subject matter of the Forums.
♦ Small Prizes for the competition winners are given by the organizing class.
♦ Feedback on the Forum and room for correction is discussed at the end of the event.

Obstacles faced and Strategies adopted

♦ Motivation of the introvert students to make a stage appearance
♦ Co-ordination of the class to stand as a single group
♦ Lack of time to squeeze into the class hours to conduct the Forum in short semesters.
♦ Strategy adopted : The course co–ordinator and the class in charge personally interact with the participants to motivate them to put up a good show and create healthy competition among the students.

Impact of the Practice

♦ The students improve their knowledge and hone up their skills.
♦ They realize the importance of group behaviour
♦ The introverts show significant difference in their behaviour and become more confident to face the stage
♦ The students become more responsible and become ready to take up further assignments and challenging tasks.

Resources required

♦ Venue ,audio visual aids

♦ Inspiration and willingness of the students, guidance of the teachers and team spirit

♦ Active participation and support of the remaining classes

BEST PRACTICES - V

TECHXELLENCE

Objective

♦ To impart technical skills in undergraduate students and develop managerial skills in postgraduate students

The Practice

♦ TECHXELLENCE is organized every year in the even semester since 2016.

♦ Cash prizes of Rs.10000 sponsored by the management

♦ Competitions are conducted on Technical events for the BCA students by the MCA students

♦ Student committees are formed to organize the programme

♦ All the competitions are technical oriented

Obstacles faced and strategies adopted

♦ Motivating all the UG students to participate in the competitions

♦ Motivating all the PG students to be part of organizing team

♦ Better result achieved by the participation of students with the effort of staff members

Resources required

♦ Highly motivated human resources staff and students

♦ Financial resources to be sponsored by the management

♦ Infrastructural resources required are Computer Science laboratory at the disposal of the department for the successful conduct of the programme.

PLANS OF THE INSTITUTION FOR 2018-19

New Courses Planned

Introduction of courses as per national and global needs in the forthcoming academic year

⇒ PhD Tamil

⇒ M.Phil Malayalam

⇒ M.Phil Tamil

⇒ M.Sc. Data Analytics

⇒ B.Com Business Process Services

⇒ B.Sc. Food & Nutrition

⇒ B.Sc. Psychology

⇒ B.Sc. Interior Design & Resource Management

⇒ PG Diploma in Aviation & Airhostess Profession

⇒ Value Addition Programme in Airport and Airline Management

⇒ Interdisciplinary Certificate course in Travel and Tourism Management

⇒ Additional language (Basic Hindi/ Basic Malayalam/) for all UG

Plans for Curricular Enrichment

⇒ Syllabus is revamped with program outcomes and course outcomes at par with Institution's Graduate Attributes.

⇒ Departments to add a course in Intellectual Property Rights or a unit in any of the courses.

⇒ Online courses conducted by IIT's are to be recommended for faculty and students.

⇒ Faculty and students to be motivated to register and complete Swayam on line courses.

⇒ Extra departmental courses are to be made as compulsory course during V semester for UG degree students and III semester for PG degree students.

⇒ New Inter-Disciplinary courses are planned.

⇒ Foundation Course subject to be conducted as a Self-study.

⇒ Certificate courses in other languages like Hindi, Malayalam, French, Sanskrit, German.

⇒ Modular Programmes are to be conducted with 3 modules to enhance knowledge and to provide extra certification to the students. On completion of each module, the students will be awarded with different levels of certification ie Certificate, Diploma and PG Diploma.

Plans for Teaching – Learning Process Enhancements

⇒ Introduce self -learning courses for Advanced learners

⇒ Psychometric testing and evaluation for all students for profiling them into Above Average, Average & Below Average

⇒ Global exposure through video conferencing

⇒ Latest pedagogical tools like: Participative teaching with Industry executives (syllabus sharing), Flipped class room, Online courses

⇒ Seminars and Workshops for faculty.

⇒ Learning Resources to be made online.

⇒ Peer teaching to share knowledge among faculty.

Plans in Evaluation Process

⇒ Open Book Exam in one Internal Test

⇒ Providing opportunity for Challenge Evaluation

⇒ Online Examination for Foundation Course

⇒ Supplementary exams to be conducted for two papers

⇒ For End Semester Examination, arrear papers are to be completed before the commencement of regular papers.

⇒ Formats for Internal and model examination question papers for all courses

Plans for Research promotion & Extension Activities

⇒ Annual Research Consortium for all Research Scholars

⇒ Publish an in - House Journal in Bio-Science Research

⇒ Skill development programs for local community people

⇒ Programs for neighbourhood

⇒ Tie up with Inner Wheel Club for Women Empowerment

⇒ Health Is Wealth : Awareness program with local Hospitals

Plans for Infrastructural developments

⇒ Smart classes for UG

⇒ Books and journals addition in Library.

⇒ Up-gradation of Library- web access enabled through college web site

⇒ Equipment purchase for Video Conferencing facility

⇒ Procurement of additional equipment for the Incubation Cell

⇒ All students and faculty Members in N-List.

Plans for Student Progression

⇒ Student Development Programs

⇒ To enhance skill, students to be sent to industries

⇒ PG students to be given a global exposure through a foreign study tour / internships

⇒ Outbound programs to be planned

⇒ International workshops to be arranged for interested students.

Plans for Governance, Leadership and Management

⇒ Sufficient faculty recruitment

⇒ Faculty Development Programs and health enrichment programmes

⇒ Programs for non-teaching enhancement