



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

1. Name of the Institution	BISHOP APPASAMY COLLEGE OF ARTS AND SCIENCE
Name of the head of the Institution	Dr. Jemimah Winston
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04222221840
Mobile no.	9944742429
Registered Email	csibacas@gmail.com
Alternate Email	jemiwin2010@gmail.com
Address	129, Race Course
City/Town	Coimbatore
State/UT	Tamil Nadu
Pincode	641018

<b>2. Institutional Status</b>																			
Affiliated / Constituent			Affiliated																
Type of Institution			Co-education																
Location			Urban																
Financial Status			Self financed																
Name of the IQAC co-ordinator/Director			J A Suba																
Phone no/Alternate Phone no.			04222222247																
Mobile no.			9894190089																
Registered Email			certbacas@gmail.com																
Alternate Email			jasuba75@gmail.com																
<b>3. Website Address</b>																			
Web-link of the AQAR: (Previous Academic Year)			<a href="http://csibacas.org/files/9.pdf">http://csibacas.org/files/9.pdf</a>																
<b>4. Whether Academic Calendar prepared during the year</b>			No																
<b>5. Accreditation Details</b>																			
<table border="1"> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accreditation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> <tr> <td>1</td> <td>B+</td> <td>2.53</td> <td>2016</td> <td>16-Dec-2016</td> <td>15-Dec-2021</td> </tr> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity		Period From	Period To	1	B+	2.53	2016	16-Dec-2016	15-Dec-2021
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				Period From	Period To														
1	B+	2.53	2016	16-Dec-2016	15-Dec-2021														
<b>6. Date of Establishment of IQAC</b>			20-Jan-2017																
<b>7. Internal Quality Assurance System</b>																			
<table border="1"> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by IQAC</th> <th>Date &amp; Duration</th> <th>Number of participants/ beneficiaries</th> </tr> <tr> <td>Submission of AQAR 2018 -2019</td> <td>09-Mar-2020 1</td> <td>1400</td> </tr> <tr> <td colspan="3"><a href="#">View File</a></td> </tr> </table>						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	Submission of AQAR 2018 -2019	09-Mar-2020 1	1400	<a href="#">View File</a>				
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Submission of AQAR 2018 -2019	09-Mar-2020 1	1400																	
<a href="#">View File</a>																			

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

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

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

3

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 during the year?**

No

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

Introduction of Interdisciplinary courses Introduction of Certificate courses - Multimedia and French Introduction of Addon courses Organized a seminar on IPR

No Files Uploaded !!!

**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	Achievements/Outcomes
To introduce Addon courses	9 Add on courses introduced
<a href="#">View File</a>	

**14. Whether AQAR was placed before statutory body ?**

No

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

No

16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	22-Feb-2020
17. Does the Institution have Management Information System ?	No

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

The college, affiliated to Bharathiar University offers UG and PG degree programs and follows the curriculum designed by the University. The University prescribed syllabus is divided and allotted to each staff partly based on their choice/expertise and also on rotation basis. The head of the Department prepares, workload for their entire department according to the number of hours allotted to each subject and the specified number of hours is allotted to each staff. The staff plans the syllabus of each subject as per the allotted hours including internal tests and model exam and the lesson plan is written for two weeks ahead and it is checked and authorized by the respective Head of the Department. After each class, the subject log is entered and this continues till the end of the semester. In case of unexpected holidays or for any other reasons if the scheduled plan lags behind, then extra classes are taken to cope up with the lesson plan. The details like books referred and the methodology used is also recorded in the Log book. The Head of the Department checks the log book at the end of the month and the same is submitted to the Principal at the end of the semester for signature. The students are informed about the lesson planned to be taken, well ahead of time, for them to be prepared for the classes. Towards the end of the semester, an oral feedback about the completion of syllabus, of every class is taken by the HOD. The staff members use different methods of delivering the curriculum like lecture method, chalk and board method, discussions, power point presentations and puzzles. The staff make use of effective methods like PPT presentations, Group Discussions, sharing of notes/materials etc. for effective teaching and learning. The departments have well equipped laboratories in order to equip the students according to the industrial expectations. Priority is given to constructive learning experiences that are accessible, engaging and challenging for all students, including those with particular needs. To provide quality education to all sectors of the society for guiding in imbibing human values, teachers are motivated to participate in seminars, workshops, conferences, refresher courses and orientation courses etc. Workshops are arranged for students to have hands on training. Guest Lectures and Seminars are arranged for students on various subjects/ topics, so that the students may receive an over-all view and exposure on subjects.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development

Certificate course in Multimedia	NIL	03/08/2019	90	Employability	Design skill
Certificate course in French	NIL	24/07/2019	90	Employability	Linguistic skill

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCom	Professional Accounting	20/06/2019
<a href="#">View File</a>		

### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	B. Com. Professional Accounting	20/06/2019

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

	Certificate	Diploma Course
Number of Students	88	0

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Life Skills	01/08/2019	42
<a href="#">View File</a>		

### 1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	INDUSTRIAL EXPOSURE TRAINING	27
<a href="#">View File</a>		

## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

## Feedback Obtained

The institution collects the feedback on curriculum aspects and courses from different stakeholders such as the students, Parents and Alumni. Institution established Academic Council in order to ensure and analyse the academic excellence at student and faculty levels. Periodical meetings are conducted by the Academic Council to enhance student performance, upgrade infrastructure and other requirements for quality enrichment. The feedback and views obtained from the students are considered to bring in the effectiveness in the system. Students' feedback is analysed based on curriculum, related aspects, infrastructure and other facilities provided. Based on the positive and negative feedback of the students proper corrective steps are taken. Curriculum Overview is an expositive survey done by every out-going batch with regard to syllabus designing, faculty sufficiency and campus placements. Feedback is invited from faculty related to curricular aspects through word of mouth and is proposed to the board of studies, as the college is affiliated to Bharathiar University. Every decision to be taken by the institution is done with the full participation of the faculty members. Feedback is also received from the parents in the meetings conducted every year. Matters like students' performance, their developmental activities and curricular aspects are regularly discussed and their suggestions are taken into consideration. During field work, supervisors give feedback about the trainees at the end of their training. Alumni meetings are conducted on a regular basis in which they give their feedback. They also give suggestions for the betterment of the institution in various aspects. Academic Audit was conducted with experts from different domains. Each department invited an expert from their respective fields and conducted the audit. The IQAC is more a yardstick and checks on the overall development of the institution through its periodical meetings.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Commerce	60	62	56
<a href="#">View File</a>				

### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1240	117	31	2	47

### 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	Number of smart classrooms	E-resources and techniques used
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80	30	Nil	1	0	Nil
<a href="#">View File of ICT Tools and resources</a>					
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### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes. The institution follows mentoring (Advisor – Advisee) system, to assist the students in their overall improvement. The system aims at addressing the conflicts in attitudes, habits, and knowledge of the students towards learning practices. The mentors conduct meetings and collect the biographic details of the along with their financial status. Any help needed by the students regarding sponsorships or concessions are discussed. The advisor guides a student in his /her academic pursuits. The Advisor – Advisee meet at regular intervals and students difficulties are sorted out with the help of the Advisor. Under the Advisor – Advisee system 15 to 20 students are assigned to each faculty member who acts as their Advisor for the entire semester. Advisor regularly interacts with the students and monitors their academic performance and attendance. Students are given counselling by the Advisor for improving their academic performance and attendance and counselling on personal issues of students are also given. Mentoring system is followed by all Departments from the first year onwards. Problems related to finance and few personal issues of students are put forward to the Principal through their respective Head of the Departments. A special arrangement also is made available to the students to deal with psychosocial issues arising in cases like single parenting, bread earner in the family etc. The grievances of the students are also given importance and solutions/guidance will be given to them. This system is effective because of the limited number of students for each mentor, giving them an opportunity to give individual attention to each of their wards. The advisors are consulted for any disciplinary issue of their wards. The marks of the tests and model exams (progress report) is sent to the parents by these advisors and a personal note on their performance is also written, If necessary, the parents are called to discuss the academic or any other issues.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1357	80	1:17

## 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
86	68	8	6	9

### 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
2019	Dr. Jemimah Winston	Principal	Sadhanai Semmal Award - 2019
<a href="#">View File</a>			

## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
BSc	22P	VI/ III	25/09/2019	13/01/2020
<a href="#">View File</a>				

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

Academic performance of the students is evaluated by the pattern prescribed by the University. According to the University norms 75 of the mark is External (university exam) evaluation whereas 25 is Internal. The internal test and model exams are scheduled in the academic calendar and are conducted for the whole college. Test schedules are prepared by the departments. Two Internal tests are conducted every semester and the best of the two is considered for calculation of internal marks. Model exam is conducted towards the end of the semester strictly following the University question paper pattern. Both internal test and model exam answer papers are evaluated by the concerned subject staff. The Head of the Department randomly reviews the answer script evaluated by the staff. Assignments and Seminars on subject related topics are given to the students to further enhance their knowledge and to improve their creative skills. At the end of the semester CIE mark is calculated by taking into consideration the internal marks, model exam marks and assignment and seminar marks. The Internal test marks,, assignment marks, re-test marks are all recorded by the individual staff in their log book and performance of the student is closely monitored. Students who do not perform well in the internals are identified and remedial classes are conducted for them at regular intervals. Special attention is given to the toppers and they are motivated to aim for University ranks. Progress reports of internal tests and model exams are sent to the parents.

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

The academic calendar is prepared for the activities of the college/department. In the beginning of the academic year the academic calendar, prepared in adherence with the Bharathiar University will be issued to all the students, teaching and non-teaching staff. The activities (both academic and other extracurricular) are well planned and mentioned/scheduled month wise. This will give clear insight to the students and the staff regarding all the activities of the department in the beginning of the academic year. During the academic year the students and staff members follow 6 days order system. The faculty member will prepare his / her classes as per the work load and will follow the day order system given in the academic calendar. College calendar provides guidelines on the following academic schedule, along with other cultural meets.

Beginning of the academic session • Last working day of the semester • Government Holidays • Internal Examination ( I II) • Model Examination. Other information like general instruction, code of conduct, NSS, NCC, spiritual activities, campus culture, use of library, information about hostel, guidelines to parents and guardians are printed in the academic calendar. It is a practice to conduct Monday morning assembly prayer by each department and the same will be mentioned in the calendar. This will enable the departments to prepare for the assembly well in advance. The department also prepares action plan for the department, which enriches the curriculum with guest lectures, seminars, workshops, educational tours on various values based subjects as well as subject based on the academic calendar.

## 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)

The college being affiliated to Bharathiar University, follows the syllabus and regulations of the University. The program and course outcomes designed by the university is followed by the college.

### 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
22P	BSc	Catering and Hotel Management	32	27	84
<a href="#">View File</a>					

## 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)

[Student Satisfaction Survey was not conducted due to pandemic](#)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NIL	0	0
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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Intellectual Property Rights and Innovation	IQAC, BACAS	30/06/2020
Basics of Textile, textile testing and Quality Assurance	CDF	30/01/2020
Importance of imparting Humanitarian values among young generation	Social Work	19/08/2019
Scope of mental health	Social Work	19/08/2019
Child protection	Social Work	15/02/2020
Psychological assessment	Social Work	14/10/2019
Counselling Traits and techniques for behavioral change	Social Work	10/03/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NA	Nill	NA
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation	Name	Sponsered By	Name of the	Nature of Start-	Date of
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Center			Start-up	up	Commencement
NIL	NA	NA	NA	NA	Nill
No file uploaded.					

### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Social Work	3

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	BBA	2	02
<a href="#">View File</a>			

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

Department	Number of Publication
BBA	14
<a href="#">View File</a>	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Role Efficacy Among Women Executives	Dr. Esther Rani	International Journal of Research and Analytical Reviews (IJRAR)	2020	Nill	NA	0
<a href="#">View File</a>						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NA	NA	2019	Nill	0	NA
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#### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
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<b>Attended/Seminars/Workshops</b>	<b>111</b>	<b>106</b>	<b>13</b>	<b>129</b>
<a href="#">View File</a>				

### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
<b>Drug Abuse</b>	<b>NSS</b>	<b>2</b>	<b>85</b>
<a href="#">View File</a>			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
<b>NIL</b>	<b>NA</b>	<b>NA</b>	<b>0</b>
<b>No file uploaded.</b>			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
<b>Non-Government</b>	<b>ISM, Coimbatore</b>	<b>Gender Sensitization</b>	<b>3</b>	<b>40</b>
<a href="#">View File</a>				

### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
<b>NIL</b>	<b>NA</b>	<b>NA</b>	<b>0</b>
<b>No file uploaded.</b>			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
<b>Field Work</b>	<b>On the job training, Internship, Project work,</b>	<b>Don- Bosco Anbu Illam, G.M. Nagar, Ukkadam Bye Pass, Coimbatore - 1.</b>	<b>24/06/2019</b>	<b>13/03/2020</b>	<b>Students</b>

[View File](#)

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
C Cube technologies	21/11/2019	CAD in Pattern Making	16

[View File](#)

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
50	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Others	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Newly Added
Class rooms	Newly Added
Campus Area	Existing
No file uploaded.	

### 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
Campus Library	Partially	6.1	2007

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	19307	4928915	77	29915	19384	4958830

[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
NIL	NA	NA	Nil
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#### 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	110	2	0	0	0	10	10	100	0
Added	30	1	0	0	0	0	0	0	0
Total	140	3	0	0	0	10	10	100	0

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

100 MBPS/ GBPS
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##### 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
NIL	<a href="#">NA</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
20	0	4	0.75

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

Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. The college has a maintenance department with a campus in-charge and maintenance supervisor. They look into the cleanliness and maintenance of classrooms, ground, garden, mess, canteen, rest rooms and parking area. The college building and furniture are checked and necessary repair work is done annually at the close of every academic year. Maintenance department provides instructions regarding maintenance to the sub staff and also provides the necessary cleaning materials. A gardener appointed by the management maintains the plants and trees and makes the campus green and beautiful which is a feast to the eyes of the spectators. Each laboratory has a qualified lab technician assisted by an attender. The equipments are serviced at regular intervals and are maintained in proper condition. Stock registers are maintained to have a track on materials bought, issued and stock maintained in the laboratory. The librarian looks after the purchases, issues and maintenance of books, journals, e resources etc., in the library. Accession register and issue registers are maintained in the library. New books, periodicals and journals are added to the library based on the request/ requirements from the departments. Annual stock

verification is done regularly. It is mandatory for the students to get 'No Dues' signature from the librarian before they get their hall tickets for each semester exam. Subscription renewals of journals are done by the librarian. Entry registers are maintained to record the walk-ins of both faculty and the students. The class rooms have conducive environment for learning. Class rooms have good ventilation with proper lighting. The class rooms and laboratories are cleaned at the end of every day and dust bins are provided for disposal of wastes. Common areas like corridors are also properly maintained. The campus buildings are also white washed and painted periodically during vacations. The computer labs are maintained by qualified lab technicians. Entry registers are maintained in the computer labs to monitor the flow-ins of the students. The sports department headed by the physical director looks into the sports infrastructure of the institution. The physical director is assisted by an assistant physical director and an attender. Issue and stock registers of sports materials are maintained by the sports department. Sports department conducts annual sports day. It conducts individual and team games for the staff and students separately as a part of sports day events. The department also maintains a gym for the benefit of staff and students.

## 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	Old student concession	18	64000
Financial Support from Other Sources			
a) National	SC	15	205580
b) International	Vitae International	22	158460
<a href="#">View File</a>			

#### 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
Personal Counselling	27/06/2019	238	Class Teachers
<a href="#">View File</a>			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nill	NIL	0	0	0	0
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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
1	1	3

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
KRIBALAYA	40	12	MICHAELS ACADEMY OF COMMUNICATIVE ENGLISH	60	21
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	8	B.Sc. Computer Science	Computer Science	Bharathiar University	MCA
<a href="#">View File</a>					

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
Nil	0
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Connections	Inter department	40
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## 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	BUSI - X 2019	National	Nil	1	183020	Ivan morphy S.
<a href="#">View File</a>						

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

The institution does not have an elected Students' Union. Every department has its own association with students as office bearers. The head of the institution periodically convenes meeting with the office bearers and collects their feedback for improvement and sort out the genuine grievances if any that may exist. Office bearers of the association conduct programs, activities and services, of their respective departments throughout the academic year which serve the co-curricular, cultural, social, recreational and educational interest of students at the campus. The name of each department association is given below Department Association 1. Computer Science - Inauts, 2. Catering Science - Cat a Glories, 3. Costume Design and Fashion - A'la Mode, 4. Commerce - Smartcom, 5. Business Administration - BizMinds, 6. Social work - Resonance, 7. Visual Communication - Eydea, 8. English - Reflections. The purpose of every department student council is to contribute to the development of students leadership skills and experience, program planning and development, and resources management. The association motivates the students to participate in Inter-collegiate competitions, outreach and extension activities. This enables the students to enhance their leadership qualities such as planning and execution of skills, disciplinary approach and understanding the rules and regulations. Department of English comprises of two more actively working clubs namely Eco Club and Drama Club. As part of the Eco Club, the Eco Club co-ordinator made initiation in planting indoor plants in the Department. The drama club lead by a staff in charge, gives training for acting to students and conducts dramas at festival time celebrations and at other cultural programs. Quiz club is organized by the department of BBA. Rotaract club of the institution runs efficiently.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

5150

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

161000

5.4.4 – Meetings/activities organized by Alumni Association :

Since college was closed from March 2nd week, the scheduled Alumni meet in the last week of March, could not be conducted

#### 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 Institution has an in -built mechanism for delegating authority and providing operational autonomy to all functionaries who work towards decentralized governance system. The Institution believes and functions through decentralizing and participative management. The Heads of departments, after discussing with their staff members can plan and conduct activities of the department throughout the academic year. The department heads are given authority to plan and execute department and student centered programs and activities with approval from the Principal. All the HOD's and senior staffs from the various departments are members of admission. The Admission Committee



counsels prospective candidates for admission before the Application Forms for admission are released. The Admissions Committee (for admissions) involves all members of the staff who co-operate and work at different levels. They also sit in at interface meetings and meet parents and students prior to admission. Various other committees like discipline committee, anti-ragging committee, mess committee, hostel committee, formed with faculty members for smooth and efficient functioning of institution. Every department is expected to prepare annual academic plan and implement the same. Before conduction of programs like College annual day, candle light ceremony, inter-collegiate competition, convocation, Sports day, the Principal discusses with HODs and assign duties to each department. The departments carry on the assigned duties effectively with proper planning. Faculty members are assigned additional responsibilities such as NSS coordinator, NCC Coordinator, IQAC coordinator, Placement Coordinator, Online course coordinator to carry out the activities efficiently.

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

No

## 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	Each programme has a strong Programme Advisory Committee comprising the head of the institution, head of the department, faculty members, industry experts and alumni. This committee meets at the beginning of every academic year and provides suggestions for effective implementation of the curriculum. Based on the faculty specialization, experience, area of interest and willingness the course is allocated well in advance and each faculty member prepares effective course materials for their course. Few staff members of the institution are members of Board of studies. Hence the recommendations are passed through them to the University.
Teaching and Learning	The faculty members are given the workload one month in advance and they prepare overall lesson plan for the semester and a detailed plan with teaching methodologies for the upcoming week. The completed portions are entered in the log book every day. This is scrutinised by the HOD once in 15 days and the same is submitted to the Principal at the end of the semester. Mentoring and counselling of slow learners are part of teaching and learning process. Apart from classroom teaching, IT skills, Mock interviews and group discussion are a part of simulation exercises helping them in placements.

Examination and Evaluation	<p>Three Continuous Assessment Test are conducted and are evaluated. Internal marks are awarded based on the assessment test marks. Theory and practical examinations consists of two components: External evaluation and internal evaluation. For practical papers one internal test and one model exam is conducted and the internal marks are calculated as specified by the University. For theory papers, internal and external marks ratio is 25:75 and for the practical papers it is 40:60. The test / exam papers are scrutinised by the HODs. The attendance as well as the assessment marks are communicated to the parents through progress reports.</p>
Research and Development	<p>Faculties are motivated to attend Capacity Building Workshops and Faculty development programmes, Refresher and Orientation programmes to update their professional calibre. The Institution provides registration fee with OD for faculty who are participating and presenting the papers in national International conferences. Faculty members are motivated to undertake research projects, both major and minor to maintain the vibrancy of research.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>The library has an exhaustive collection of books with additions every year. The College library is fully automated with AUTOLIB software system. The college has taken effort to digitalize its library. There are 10 computers available for the students and teachers to access the electronic resources. The library has internet and wifi connection for the benefit of staff and students. The Librarian goes through the Newspapers and collect relevant news items related to education and employment opportunity, socio cultural issues, current issues and displays them on the notice board. They also document them systematically. The Librarian take efforts all the question paper of the University of Examination of previous year and compile them orderly for the easy access by the staff and students.</p>
Human Resource Management	<p>As part of the curriculum PG students specialised in Human Resource are placed for training in Industries and companies. Faculties are motivated to develop themselves by participating in</p>

	<p>different Workshops. Recruitment of Permanent Faculties is governed by the State Government. The College has made up the Full time Staff shortage by Part-time, Contractual and Guest Faculties. The College encourages the teaching faculty for qualifying in the NET and SET and to participate in Ph.D programs. The College encourages the Teachers to attend Refresher Courses, Orientation Courses, Workshops, Seminars and Conferences.</p>
Industry Interaction / Collaboration	<p>Students of Catering Science Hotel management, are sent to hotels for visit and final year students undergo industrial exposure training at five star during their fifth semester. CDF students undergo in-plant training in garment export house / processing unit. The department gets the expertise of alumni who are successful entrepreneurs, during the conduct of seminars/workshops, advisory council meetings and as judges / chief guests for the department / college events. As a part of curriculum, students of Social work department are sent to NGOs, Elderly homes and orphanages to have an insight of the society.</p>
Admission of Students	<p>The Institution follows the norms of the Bharathiar University for admitting the students in various UG/PG/Research programmes. An admission committee is formed by the college under the leadership of Principal and the team works all through the year. Financial help, flexibility in payment of fees in easy instalment is allowed for the needy students. Students are admitted on first come first serve basis.</p>

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

E-governance area	Details
Planning and Development	<p>Planning and Evaluation Committee meets to envision and articulate prospective plans for the development and growth of the Institution. Internet access through Wi-Fi system in the College. CCTV Cameras are placed in nodal zones. Fee reminders are sent to parents through SMS</p>
Administration	<p>Maintenance of official records (typically supervised by OS). Maintenance and audit of financial flows and records. Maintenance and construction of campus buildings (the</p>

physical plant). Maintenance of the campus grounds. Safety and security of people and property on the campus. Supervision and support of campus computers and network (information technology). Public affairs (including relations with the media, the community, and local, state). Student services such as disability services, career counselling and library staff. System and all the books are bar-coded. The library has an open access system with electronic resources of INFLIBNET.

#### Finance and Accounts

The finance and accounts are audited regularly as per the guidelines of affiliating and recognizing bodies. Annual budget for the academic year is prepared at the end of the previous semester to have a stream line the allocation of expenses. College accounts are maintained through Tally ERP 9.

#### Student Admission and Support

Applications are issued at the college office and online. Students are offered opportunities to pay fee online.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	Dr. S.Esther Rani	National workshop on leadership development for senior mid-level faculty	United board for Christian education in Asia	11000

[View File](#)

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	NIL	NIL	Nill	Nill	Nill	Nill

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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
Enhance Your IT Skills During Quarantine	13	18/05/2020	22/05/2020	5
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>EPF, Gratuity, RBS, Maternity Leave A special timings for gym workout has been given to the faculty members to equip their physical health.</p> <p>Being a Christian Institution Christmas gifts (Cash and kind ) are provided. In case of family members illness permissions are given to work on Shift, class hour adjustments can be made.</p> <p>Special permissions to meet the guides to those pursuing Ph.D.</p>	<p>EPF, Gratuity, RBS, Maternity Leave Working hours on Saturdays has reduced to half a day.</p> <p>Being a Christian Institution Christmas gifts (Cash and kind ) are provided. In case of family members illness permissions are given to work on Shifts</p>	<p>Scholarship and concessions Insurance cover for all the students Extra timing is provided for student to visit the library.</p> <p>Canteen facilities / Medical care in Case of Emergency</p>

6.4 – Financial Management and Resource Mobilization

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

<p>Yes. The financial audit of the institution is conducted regularly by recognized auditor, in compliance with statutory requirements and obligations.</p> <p>At the end of every academic year, heads of departments are asked to prepare estimated budget of succeeding year of their departments. This helps in streamlining the expenses. The allocation of funds for various activities is placed before the Secretary and the Principal. The amount needed to conduct the department activities can be claimed from the finance department with the approval of Secretary and Principal. The list of expenses of every activity should be submitted with proper documents. Extra cash spent can be claimed and cash pent less should to be reimbursed.</p>
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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

Management	25000	Women Prisoner's Rehabilitation
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

0
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## 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	No	Nill	No	Nill
Administrative	No	Nill	No	Nill

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

<ul style="list-style-type: none"> <li>• Parents take part in the decision making process and lend their expertise towards the smooth functioning of the Institution during their visits to college.</li> <li>• Few parents have paid semester tuition fee and semester exam fee for financially poor students.</li> <li>• Few parents had helped in arranging industrial visits</li> </ul>
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6.5.3 – Development programmes for support staff (at least three)

<ul style="list-style-type: none"> <li>• Provision of uniform at free of cost</li> <li>• Loans and advances are given at the times of necessity</li> <li>• During festival seasons, gifts in kind and cash are distributed</li> <li>• Fee concession is given if the children of support staff are admitted in our institution</li> <li>• Educational assistance to their children during reopening of schools and colleges</li> </ul>
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

Introduction of New research programs Introduction of Add on courses Introduction of new certificate courses
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6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	Yes
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
2020	Intellectual Property Rights	30/06/2020	Nill	Nill	70
2019	Add on/ Value added courses	Nill	03/07/2019	31/05/2020	523
2019	Interdisciplinary add on courses	Nill	17/07/2019	31/05/2020	301

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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
Teen relationship	21/09/2019	Nill	92	35
Seminar on the importance of imparting Humanitarian Values among Young Generation.	19/08/2019	Nill	40	25
Seminar on Scope of Mental health	19/08/2019	Nill	40	25
Seminar on child Protection	15/02/2020	Nill	45	25

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
NIL

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Provision for lift	Yes	3
Ramp/Rails	Yes	3
Rest Rooms	Yes	3
Scribes for examination	Yes	3

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
2020	7	7	02/01/2020	1	Republic Day Celebration at Central	To Emphasise the role Women in Republic	25



					Prison, Coimbatore	India	
<a href="#">View File</a>							
7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders							
Title		Date of publication			Follow up(max 100 words)		
NIL		Nil			NIL		
7.1.6 – Activities conducted for promotion of universal Values and Ethics							
Activity		Duration From		Duration To		Number of participants	
Value Education		17/07/2019		09/10/2020		100	
No file uploaded.							
7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)							
<ul style="list-style-type: none"> <li>• Preparation and issue of Seed balls</li> <li>• Planting saplings</li> <li>• Use of LED lights</li> <li>• Kitchen waste management</li> <li>• Conservation of water</li> </ul>							
<b>7.2 – Best Practices</b>							
7.2.1 – Describe at least two institutional best practices							
<p>Annexure IV–Best Practice-1</p> <p>1. Title of the Practice: Sending Progress report</p> <p>2. Goal • To enable the students to get pass mark in all the subjects. • To motivate the students to score more than 70 percentage. • To monitor the performance of students after every evaluation. • To make aware the parents about their children performance in every evaluation. 3. The Context The prime aim of the educational institution is to help the student to get knowledge and training in their respective disciplines. In this heavy competitive world sound subject knowledge and efficiency will take the students to a great height. It is very essential to conduct periodical assessment for the students to improve their performance. The students will also be enabled to score marks when the evaluation is periodical. Parents of the students must be involved in every progress of the students. Both parents and the students must be aware about the progress in every step. It is very important to help the students to gain knowledge in every subject the students study. 4. The Practice Two internal tests are conducted in every semester. First two units will be the portion for their internal test. After the evaluation of papers concern class teacher has to send the progress report to the parents, which includes their marks, percentage of attendance and the teacher's comment on student's progress. The report should be send to the parents within 10 days after the completion of internal test. 5. Evidence of Success • Parents are aware about their children's performance in very assessment and also they come to know about the percentage of attendance of their wards • If any of the student doesn't come to college regularly or they have not written the internal test, it is communicated to their parents through the progress reports and it is easy to take necessary correction to improve the students. • Internal assessment system helps faculty to monitor the student constantly throughout the semester. 6. Problems Encountered and Resource Required • Students some time give wrong addresses so that the progress report will not reach the parents. • Students who are very irregular to the class and the test, are very difficult to be corrected. • In above cases, parents will be called to meet the class teachers along with students for further action. 7. Notes The prime duty of every class teacher is to conduct the internal test and send the progress report to the parents. Discuss with the weak students about their difficulties in learning and help them perform better in the next test. It is very important that parents must be informed about progress of their children after every assessment.</p> <p>Annexure V–Best Practice-1I</p> <p>1. Title of the Practice: Monday</p>							



Morning Assembly 2. Goal • To impart values in the young minds • To insist the students to develop discipline in their dress code and in their behavior. • To enable the student start the week by seeking the blessing of Al mighty God. • To develop pleasant mood in the morning hour by giving them positive thoughts

3. The Context Bishop Appasamy College has a strong conviction that it should start the work by seeking the presence of Almighty collectively by conducting assembly every Monday morning. The responsibility of conducting weekly assembly is given to every department on rotation. Assembly will start with the college song followed by one special song and thought for the day. Principal addresses the students about the events of the week and important announcements are given and distributes certificates and appreciates the students who win in various the inter and intra college competitions.

4. The Practice Every Monday morning students assemble in the college ground for the assembly. Each department conducts the assembly in a unique manner on their turn. Students will be highly motivated when their achievements are recognized in the assembly. It is also a motivation for the other students to participate. Students will come to know about all the events that take place in and outside the campus.

5. Evidence of success • Alumni had given the feedback that Monday assembly has created a positive impact in them. • It is a motivation for the student fraternity. • It develops an act of discipline in the overall behavior of the students. • Students come on time to attend the assembly.

6. Problems Encountered and Resources required • If any student is found misbehaving in the assembly he/she is caught and corrected. • Students who come late to the college and not attending assembly are taken to the principal madam. • Student who are not in their proper dress code will also be warned. Such students will be given special attention to be groomed in a proper way.

7. Notes Imparting the values and disciplines in the current generation of students is very important. Educational institutions have significant role in the character building of the students. Developing the student community will have direct influence on the social development.

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

[http://www.csibacas.org/files/bestprac\\_1819.pdf](http://www.csibacas.org/files/bestprac_1819.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

**VISION:** To be an International centre of excellence in character formation, intellectual growth and community development, building citizens for the Nation

**MISSION:** The mission of Bishop Appasamy College is to be an International Centre of education for professionally needy youth, by providing professional and value based teaching and individual care, enhanced with community development by being role models of International standards. The college takes measures to see that the students are well placed in life. The institution also strives hard to fulfill its role in equipping students for their future corporate achievements. Special care is taken, to create the most conducive atmosphere for the overall development of individuals. By sending wholesome individuals strong intellectually, morally, emotionally and spiritually, the institution fulfills its responsibility to the nation. Value education classes are conducted regularly for the students to impart moral values and ethics. Students are encouraged to participate in inter collegiate competitions, seminars and workshops, paper presentations at different levels.

The college with an aim of helping financially poor students, offers scholarships and arranges sponsorships. Two non-teaching staff are exclusively appointed for the community development activity – rehabilitation of women prisoners, Coimbatore prison. The college follows mentor -mentee system.

Personal counselling is given on need basis. The students facing problems, are identified and necessary care is provided. The students are given opportunities to organize outreach programs to know about their social responsibilities.

Provide the weblink of the institution

<http://www.csibacas.org>

### **8.Future Plans of Actions for Next Academic Year**

1. Due to uncertainty caused by the pandemic, the regular academic activities are to be conducted online. 2. To motivate the teaching staff to publish books relevant to their specialization. 3. To organize more number of Academic and Social Outreach Programs for the benefit of Society. 4. To encourage each department to conduct Workshops Seminars for Students, Faculty members 5. To organize administrative training programme for non - teaching staff. 6. To conduct an International FDP