



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**BHARATHIDASAN COLLEGE OF ARTS AND SCIENCE**

**ELLISPETTAI, PALLAPALAYAM(PO),**

**638116**

**[www.bharathidasancollege-erode.in](http://www.bharathidasancollege-erode.in)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**April 2021**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

### Introduction

The self-study report is being submitted to the National Assessment and Accreditation council by Bharathidasan College of Arts and Science, Erode. The report has been prepared with the approval of the management under the direct assistance of the Principal, Dr. R. Shunmugan, assisted by the efforts of the IQAC coordinator and members along with various department heads and faculty members.

Bharathidasan College of Arts and Science is a co-educational institution established in 1995 under the aegis of Vivekananda Educational Trust is a sprawling around 14 acres campus. The first Secretary and Correspondent was Thiru. N. Krishnan, an industrialist of Erode. The college started functioning after the grant of approval from Bharathiar University on 27th July 1995. The institution is a self-financed one under direct affiliation to Bharathiar university with programmes BBM, B.Sc (CS), B.Sc (Microbiology) and B.Sc (Biochemistry). The institution received ISO 9001-2000 certification in the year 2003 and it denotes that the college has met the requirements in quality management. The hostel for boys and girls were opened by the former minister honourable Thiru. N. K. K. Periasamy for handlooms and pollution controls.

A new chapter opened in the year 2008. On 25th February 2008, the leadership of the trust was taken up by Thiru. N. K. K. Periasamy with a long tenure of public life and a man with a zeal to bring quality education to rural youth, to accommodate the new programmes, a separate block consisting of computer centre, administrative rooms, physical director's room, guestroom, conference hall and library with state-of-art facilities was constructed in the year 2010 with an area of 7896.75 sq.mt. B.Com, B.Sc (IT) and B.Sc. Mathematics were introduced in the year 2010-2011. Our institution purpose is to engrave the students into all round individuals to face the challenges of the changing scenarios.

This academic concept is not only to enrich the knowledge and to eradicate ignorance but also to ignite the life of rural youth by bestowing an employment opportunity with desired stipend. We assure our best service in offering a sterling education in the developing India.

### Vision

Our College Strives to impart value-based education to create innovators and to uplift the rural youth to meet the challenges of the society.

### Mission

To provide job oriented education, to improve professional skills, to give Training and research facilities, to create an amicable environment for rural youth to enrich their capabilities and make them as responsible citizens by providing Ethical, Moral and Social Values.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

Bharathidasan College of Arts and Science is in its 26th year of educational service with around 130 teaching and non-teaching staff members. There are 22 faculty members in the college with eligibility of doctoral degree and others with M.Phil and PG Degree are working with dedication for betterment of student's community and institution. Around 12 Faculty members are pursuing doctoral research. Faculty members are publishing their research papers in Scopus / UGC listed journals which show the interest in carrying the research in effective manner. Our college is enriched with passionate and well learned faculty members.

Active placement and training cell offers training to students for placement with verified track files. Campus is equipped with free Wi-Fi connectivity. College has comfortable classrooms with fine aeration. Certificate courses offered for students to build up learning skills. Faculty members using ICT method based teaching and make learning meaningful.

Effective monitoring in order ensures trouble-free and ragging-free campus. Free bus facilities for both students and faculty members is provided by the management. Various co-curricular, extra-curricular activities for developing students' personal skills are organized. Students are encouraged to attend seminars, conferences and workshops to develop their knowledge. Our college library has around 18000 textbooks, journal and magazines. We have around 350 computers and dedicated internet leased lines with 15 mbps. Regular outreach extensive activities from NSS /YRC are carried out for serving society and institution. CCTV cameras are fixed in order to focus on safety and security.

### Institutional Weakness

- Most of the students are from rural background who have studied in Tamil medium and lack English communication skill.
- Being an affiliated college, making changes in any of the curriculum is limited.
- Fewer PG departments.
- Complexity to draw considerable research funds from the government funding agencies being a self financing private college.

### Institutional Opportunity

- To accomplish and develop as an autonomous institution.
- Facilities for faculty enrichment through MOOC portals.
- The faculty members guides the advanced learners in preparing the research based papers and presenting them in conference and seminars.
- Various Certificate Courses offered in campus, students can enrich themselves as small scale entrepreneur.
- With student council and departmental association activities, students learn the skill of team management, communicating among peer group students.
- With Extension activities students gets the knowledge on society and public environment issues and problems

## **Institutional Challenge**

- Students are trying to be conversant in English speaking.
- A large number of students are not showing their interest in UPSC and other competitive examinations.
- Difficulty in recruiting Ph.D/NET/SET qualified faculty member in certain disciplines.
- To attract more core companies for the students placement.
- Recuperating pedagogy using latest teaching tools.
- Ensuring larger student contribution in diverse programme.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

Nowadays, education is considered as the motivating force for societal and monetary development. Our institution has been firm in certain ideals sufficient academic flexibility, the employability of our alumni, nurturing students to be self-reliant, enterprising the capacity to impact and transform society, promoting values and ethics by catering to the needs of the knowledge economy, provides diverse range for learners in terms of Core options, optional add-on courses, Self-financed and university affiliated courses both at UG and PG levels.

The institution has encouraged orientation of programmes through internship, projects, field excursion or visit and so on. Regular feedback on curriculum is obtained from students / alumni/ parents/ employers and analyzed and placed before the BU Board of Studies comprising of members from diverse backgrounds who carry out a comprehensive process of curriculum design and development. Plunge on development of knowledge and skills is provided through various programmes in the college in addition to value added courses and value based education on Human Rights, Professional Ethics, Human Values and Environment Science and yoga recommended by UGC. All these courses are introduced for all BA, BSc and BCA Programmes.

The curriculum ensures knowledge enhancement, nurturing competencies, managerial, entrepreneurial skills and adequate life skills to make the students a part of the total workforce and also addresses gender and social issues. The Institution Focus on women empowerment has no doubt uplifted rural women. The environmental protection and application of science for human welfare are the core areas on which institution lays stress apart from curriculum.

### **Teaching-learning and Evaluation**

The institution has formed a Board for effectively implementing the Teaching–Learning process to make sure that implementation of goals of the administration aims to reach academic excellence. Students learn and gain knowledge in diverse ways such as class room teaching, hands-on practice in laboratories, tutorials, group discussions, field works, minor research projects and seminars. The students are evaluated constantly and classified as advanced learners and slow learners. Remedial classes are conducted to assist the slow learners. Advanced learners are motivated and inspired to achieve higher goals and shoulder important responsibilities in various capacities. The Management of the institution has implemented useful steps for curriculum delivery and

transaction through establishment and ICT enabled classrooms, LCD Projectors, chalk and talk method and strengthening of Research Infrastructure. The library, computers, internet facility and net resource centre, Wi-Fi enabled campus have been provided for the students benefit.

The Institution encourages faculty members to adopt these modern methods of teaching with effective use of information technology, modern gadgets and urge the students to keep abreast with recent developments in their chosen subjects of study. The teachers prepare the lesson plan as well as work log. The teaching plans, methods and evaluation process are framed in order to attain programme outcomes and course outcomes in the desired manner. Regular assessment for the students is done through two internal tests, assignments, preliminary tests, etc. Answer script assessment are made by examiner. The results for semester exams are made available in the official website of the university through online.

The class incharge monitor the progress of students and maintains a constant communication with the students. The students are counselled for their academic improvements and to solve any family or personal problems. Remedial classes are arranged for academically weaker students. Advanced learners are encouraged to put in efforts to get ranks at the university examination and guided for competitive examinations.

### **Research, Innovations and Extension**

12 Faculty members earned 7 research projects (government and nongovernment funded) with a total grant of INR 16.5 Lakhs from agencies such as UGC,DST,IASc and TNSCST during the reporting period. Research articles were written and published in UGC-approved journals. Books and book chapters were also written by faculty members who also publish papers in Conference Proceedings.

Faculty and research scholars were given seed money for registration fees and travel grants. 13 Recognized guides for Ph.D programme were awarded during the reporting period.

Many departments participate in outreach programmes like service-learning, awareness camps, and so on. Extension operations are carried out by YRC and NSS units.

Internship training programmes are available to all PG students via different industries and research laboratories. The College has around 8 active Memorandums of Understanding (MOUs) with reputable companies.

### **Infrastructure and Learning Resources**

Being a two decade institution, the infrastructure of the college is a combination of the old and the new things. There are some common conference halls and a few departments have their own well equipped laboratories. Smart class are made available as a common facility for all the departments. The Management has provided sample infrastructure and learning resources in the campus to reach its objective of excellent education. Our campus is embellished, and by gardening and landscaping. A well stacked library well developed play ground with games room and stock room are available. The college has a few seminar hall named Abdul Kalam Arangam,Thiruvalluvar Arangam and Bharathiar Arangam. Power back up with two generators and UPS is also available to provide uninterrupted power supply. Each department has been exclusively allotted a staff room and totally there are 11 Department for faculty members. Every department is equipped with a Computer having internet connection.

The college owns its complete beauty and cleanliness of its campuses, due to sense of ownership and commitment of its maintenance staff. The college management has provided a separate hostel for boys and girls. Library, NRC centre, common room and sufficient parking area are available for the benefit of the students. The College is equipped with LCD projectors to facilitate the Modern teaching methods. Technicians are appointed for the maintenance of the building, computers and equipment. An electrician is appointed to supervise the electrical fixtures and electrical connections in the campus. The institution has utilized adequate funds for the maintenance and creation of the latest facilities to ensure the health of the students. The CCTVs, RO Water, Rainwater Harvesting Unit, Solar Panels, Newer Furniture, their maintenance and Repairs, Purchase of New Equipments. Safeguarding of computer related things, other laboratory equipments, library and classrooms is done by technical staff.

There is also a canteen in the campus, providing hygienic breakfast, vegetarian lunch, coffee, tea, snacks and refreshments at nominal cost. The library has more than 18000 reference books and text books. Additionally, ebooks, e-journals, print journals and magazines, CDs/DVDs are made available for both students and faculty members.

### **Student Support and Progression**

Students are the institution's key stakeholders, and the institution has been developing a student-centric approach over the years by salient student welfare and programmes such as student empowerment, inclusive activities, and ability development.

Institutional frameworks have internalised the tradition of social inclusion, financial benefits, and welfare measures.

All those who choose to visit the college are given a prospectus containing information on various student scholarships and services. The student support services are listed on the college website and are updated on a regular basis.

Academic assistance is available for both slow and advanced students, as well as preparation for a variety of competitive exams.

Several co-curricular, extra-curricular, and sports programmes are offered to help students grow holistically and emerge as socially mature individuals.

Some of the students have appeared competitive exams and are now pursuing further education or job opportunities. The college provides placement services, with about 20% of outgoing students receiving campus recruitment offers. On an average, about 50% of students prefer to pursue higher education.

The college's student parameters are optimized. Students have excelled in educational, scientific, and commercial practises among other things. Several students have been encouraged to refine their expressions and creativity skills by contributing articles on current events spanning social, cultural, economic, and political arenas to the college magazine and magazines in a few departments.

The college ensures that SC/ST/OBC scholarships offered by the State Government and the Government of India are applied for and paid on time. In the last four years, a total of 573 students (5 percent average) have benefited from the various scholarships available at the college. The college's graduates have been active

participants in a variety of events, serving as resource persons, judges, and facilitators for extracurricular activities.

### **Governance, Leadership and Management**

The mission and vision of the College are achieved through excellent governance, able Leadership and Visionary management. The Institution practices decentralisation and participative management by linking the Academic Council, Admission Committee, Exam Cell Committee, NSS unit, Women's Forum, Eco Club, Heads of Departments, Faculty, Students and Alumni at different levels of decision-making.

The pecuniary statements of the Colleges are well documented and are audited yearly. The College initiates and takes all achievable efforts required for resource mobilisation and generation of funds not only from the State Government but also from various sources such as research funding agencies, alumni, international funding agencies, etc., A number of scholarships have been instituted projects completed with these funds.

Indian Overseas Bank provides diverse loan facilities and other saving schemes to the staff members and students of the institution. A number of schemes are made available for the staff members some of these are Group Insurance and Medical Insurance. The service details of the faculty members are maintained up-to-date. Most of the staff vacancies are filled and management has selected able and efficient members for the posts. The institute funds various national and international conferences and workshops attended by the faculty. College has arranged a number of Faculty & Staff Development programs and thus ensure continuous professional development. The institute has a well-defined performance appraisal system to assess the faculty. Necessary leaves are sanctioned for recuperating their academic and professional skills. Our college has received funding from the various schemes of UGC, also through courses and college fees as pecuniary resources for Faculty Empowerment Strategies the institute have a well-defined benefit and endorsement policy for the employees. The faculties are provided with financial and other support to perk up their professional efficiency.

IQAC acts as a template between the administration and the college. It provides inputs for nourishment of quality in each field of the college activity. It has synchronized diverse activities such as partaking in the NIRF, Academic Audit, Young Faculty Review, as a part of its quality ensuring initiatives.

### **Institutional Values and Best Practices**

Integrity, Student Centric approach, Ethics & Dignity, Transparency Professionalism and Diversity are the Institutional Standards which are reflected in the Institution through various activities. The peripheral processes are built with the institute's value system in mind and particular attention is paid for providing adequate facilities for differently abled individuals.

Our college believes in equality in all respects. We have an involved Rotaract Club that is affiliated with the Rotary Club of Erode. The club organises and participates in a variety of social welfare events and activities. The events are carried out in co-ordination with local residents in order to resolve neighbourhood concerns.

National values, human values, national integration and other fundamental values are promoted by the institute. We commemorate national festivals and great Indian personalities' birth and death anniversaries such as Gandhi Jayanti, Youth Day, Teacher's Day and so on.

We have an anti-ragging harassment and grievance handling committee in place to ensure that there is no discontent among stakeholders and that equality is promoted in all areas. The institute's mission is backed up by the necessary facilities such as counselling and common rooms.

For the most efficient use of natural resources, we have a solar panel and rainwater harvesting pits built. Every year, a portion of the budget is allocated for this purpose. Students are taught to work together and they are given code of conduct guidelines at the start of the session.

Best Practices:

1. Organic Farming and Vermicompost Unit

2. Renewable Energy production and conservation

The institute practices various methodologies to give excellent management education through the above best practices, effective energy conservation program, which reflects exposure to the farmers and renewable resources.

Institutional Distinctiveness: Our priority is to believe in making a student fathom the granularities of the corporate world with a distinctive vision of imparting “Value Based Education” and creating future corporate leaders.



## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	BHARATHIDASAN COLLEGE OF ARTS AND SCIENCE
Address	Ellispettai, Pallapalayam(PO),
City	Erode
State	Tamil Nadu
Pin	638116
Website	<a href="http://www.bharathidasancollege-erode.in">www.bharathidasancollege-erode.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	R.shunmughan	0424-2534121	9976412590	0424-2533128	bcasiqac@gmail.com
IQAC / CIQA coordinator	P.suresh Babu	0424-2535803	9443012590	0424-2535806	ptsuresh77@gmail.com

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	03-07-1995

**University to which the college is affiliated/ or which governs the college (if it is a constituent college)**

State	University name	Document
Tamil Nadu	Bharathiar University	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	12-04-2005	<a href="#">View Document</a>
12B of UGC	29-05-2014	<a href="#">View Document</a>

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

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day, Month and year (dd-mm-yyyy)	Validity in months	Remarks
No contents				

**Details of autonomy**

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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**Recognitions**

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Ellispettai,Pallapalayam(PO),	Rural	13.67	20060.43

## 2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BBA,Business Administration	36	H.Sc	English	110	33
UG	BBA,Business Administration	36	H.Sc	English	50	0
UG	BSc,Biochemistry	36	H.Sc	English	50	19
UG	BCom,Commerce	36	H.Sc	English	120	64
UG	BCom,Commerce	36	H.Sc	English	60	23
UG	BSc,Computer Science	36	H.Sc	English	100	40
UG	BSc,Computer Science	36	H.Sc	English	50	0
UG	BSc,Costume Design And Fashion	36	H.Sc	English	50	28
UG	BA,English	36	H.Sc	English	60	18
UG	BSc,Information Technology	36	H.Sc	English	50	0
UG	BSc,Information	36	H.Sc	English	50	26

	Technology					
UG	BCA, Information Technology	36	H.Sc	English	90	25
UG	BSc, Mathematics	36	H.Sc	English	60	8
UG	BSc, Microbiology	36	H.Sc	English	50	48
UG	BCom, Commerce Computer Applications	36	H.Sc	English	120	62
PG	MSc, Biochemistry	24	B.Sc	English	30	30
PG	MSc, Biochemistry	24	B.Sc	English	30	0
PG	MSc, Computer Science	24	B.Sc	English	50	12
PG	MSc, Costume Design And Fashion	24	B.Sc	English	30	0
PG	MA, English	24	B.A	English	50	28
PG	MSc, Mathematics	24	B.Sc	English	50	18
PG	MCom, Commerce Computer Applications	24	B.Com B.Com CA	English	50	38
Doctoral (Ph.D)	PhD or DPhil, Biochemistry	48	M.Sc	English	14	2
Doctoral (Ph.D)	PhD or DPhil, Computer Science	48	M.Sc MCA	English	6	6
Doctoral (Ph.D)	PhD or DPhil, Commerce Computer Applications	48	M.Com M.Com CA	English	20	11

Pre Doctoral (M.Phil)	MPhil,Business Administration	24	MBA	English	15	0
Pre Doctoral (M.Phil)	MPhil,Biochemistry	24	M.Sc	English	12	0
Pre Doctoral (M.Phil)	MPhil,Computer Science	24	M.Sc	English	35	1
Pre Doctoral (M.Phil)	MPhil,English	24	M.A	English	25	0
Pre Doctoral (M.Phil)	MPhil,Mathematics	24	M.Sc	English	13	2
Pre Doctoral (M.Phil)	MPhil,Tamil	24	M.A	English	20	1
Pre Doctoral (M.Phil)	MPhil,Commerce Computer Applications	24	M.Com M.Com CA	English	37	0

**Position Details of Faculty & Staff in the College**

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				5				75			
Recruited	0	0	0	0	3	2	0	5	28	47	0	75
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				41
Recruited	36	5	0	41
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				9
Recruited	8	1	0	9
Yet to Recruit				0

### Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	3	2	0	8	7	0	20
M.Phil.	0	0	0	0	0	0	14	26	0	40
PG	0	0	0	0	0	0	6	14	0	20

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

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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Pre Doctoral (M.Phil)	Male	1	0	0	0	1
	Female	2	1	0	0	3
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	6	1	0	0	7
	Female	9	3	0	0	12
	Others	0	0	0	0	0
PG	Male	47	0	0	1	48
	Female	78	0	0	0	78
	Others	0	0	0	0	0
UG	Male	219	1	0	0	220
	Female	174	0	0	0	174
	Others	0	0	0	0	0



Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	43	41	54	56
	Female	46	80	50	50
	Others	0	0	0	0
ST	Male	3	0	6	0
	Female	3	1	1	0
	Others	0	0	0	0
OBC	Male	307	356	375	418
	Female	300	359	320	226
	Others	0	0	0	0
General	Male	7	17	7	0
	Female	11	18	15	5
	Others	0	0	0	2
Others	Male	5	1	3	0
	Female	1	3	1	3
	Others	0	0	0	2
Total		726	876	832	762

## Extended Profile

### 1 Program

#### 1.1

**Number of courses offered by the Institution across all programs during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
573	555	576	593	598
File Description		Document		
Institutional data prescribed format		<a href="#">View Document</a>		

#### 1.2

**Number of programs offered year-wise for last five years**

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

### 2 Students

#### 2.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
2174	2121	2093	2083	2223
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
797	738	813	802	897

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.3

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

2019-20	2018-19	2017-18	2016-17	2015-16
723	586	658	723	766
File Description	Document			
Institutional data in prescribed format	<a href="#">View Document</a>			

## 3 Teachers

### 3.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
99	106	101	98	100
File Description	Document			
Institutional data in prescribed format	<a href="#">View Document</a>			

### 3.2

#### Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
95	96	100	97	99
File Description	Document			
Institutional data in prescribed format	<a href="#">View Document</a>			

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 73****4.2****Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
361.01839	297.32172	274.84181	213.78517	186.08257

**4.3****Number of Computers****Response: 349**

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

##### Response:

The Bharathidasan College of Arts and Science, affiliated to Bharathiar University, meticulously follow the curriculum presented by University. The institution and the departments are wholly committed in implementing the syllabus of the University. The Head of the institution i.e. the Principal is head of the Time Table committee. The Principal and HOD plan and draw up the detailed timetable to ensure effective curriculum delivery. The timetable drawn includes the academic and co-curricular purpose. The committee after a deep deliberation, prescribes the individual timetable for each subject and faculty member which provide a conducive academic ambience atmosphere for effective teaching-learning process.

The HOD organize a departmental meeting at the beginning of the semester for the allocation of the course to the faculty member and the syllabus is provided to the faculty member individually. Proper course planning and implementation will lead to effective delivery. The lesson plan is prepared in a detailed manner by the course handling faculty and the same is subject to approved by the HOD and the Principal. Apart from planning the course, the faulty has to complete the course in the stipulate time. Due to inevitable reason if any of the faculty member is not able to complete the syllabus in time due to unavoidable circumstance, extra classes and alternate arrangements are made by the HOD. On completion of the syllabus, the lesson plans is duly attested by the HOD and the Principal. In order to help the students in acquiring the study material, text book etc., needed for the course a book depot is functioning since 2018 – 2019 for the benefit of the students.

While coming to the delivery system, the traditional chalk and the talk method continue as the teacher plays a pivotal role in curriculum deliver. Though it is an effective method, the changing of time demand other method of instruction such as practical based training, online courses, power point presentation etc.,. They are also adhered to make teaching effective.

Well planned teaching methodologies help the faculty member to evaluate the learning outcome of the students and they are able to identify the slow learner and quick learner. The slow learners are identified and extra care is bestowed upon them to enhance their pace of learning to include them in the main stream. Remedial classes are also organized for slow learners, who need more attention. The required resource and guidance is also provided to all students to realize their potential and strive for higher achievements and a better future.

Internal examination and evaluation is carried out periodically. Students are able to gain knowledge through experimental and participative learning with activities such as project work, assignments, seminars, paper presentation, participation in symposium, field visits etc., which make the teaching learning purposeful for both the students and faculty members. The exam schedule will be communicated well in advance to the students. The internal and final examination results are analyzed and deliberated and proper remedial action is initiated wherever necessary.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

### 1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

#### Response:

A well planned academic calendar will help in the effective delivery system, completion of the syllabus in time and obtaining the desired educational outcome from the students. Keeping this in mind, the institutions' academic calendar is prepared every year by the 'Academic calendar committee' well in advance based on the academic calendar of University. The academic calendar is prepared by the Principal and HODs taking into consideration the local, state and national holidays. At the same time care is taken to see that the action plan of all the departments is designed and included suitably.

At the beginning of the semester the department meeting is conducted and subjects are allotted taking into consideration the expertise of the faculty member and allotted to individuals by the HOD. The institution provides the syllabus to the student for their uses.

The Time Table for the Semester is prepared well in advance before the reopening of the institution after semester vocation. After the reopen the theory and practical classes are conducted as per plan strictly adhering to the Time Table. Utmost importance is given to the delivery of the subject material in the classroom which in turn is supplemented with seminar, group discussion, assignments, field trips, industrial visits and etc. for an effective understating and alround development of the students.

The evaluation of the students is carried out as per the norms periodically through assessment and examination to assess the learning outcome and the understanding of the students. The results are analyzed and remedial measures such as special attention / coaching for slow learners and counseling are provided to improve their performance. Feedback is collected from the students regarding curriculum delivery, completion of syllabus and other academic aspects. The feedback is studied in detail and follow-up measures are imitated to improve the performance of the students and it enables the competence of the faculty members.

University CIE has designed internal with three components, two internal examinations, a model examination and assignment for under graduate students is fully implemented. For PG students an additional component of seminar is conducted for evaluation of CIE. Apart from the curriculum, college also arranges for seminar, workshop etc with resource person from other institution and corporate to enhance their competencies and also improve their performance in the CIE process.

The compliance of the curriculum without any lacuna is monitored by the HODs. Review is made about the performance of the students in CIE. The DGRC committee addresses the problem of students if any related to the CIE and resolve them amicably without any discrimination in the evaluation process. The Principal is informed about the compliance of the curriculum by the HOD at the end of the term and the performance of the students is assessed by the performance in the examination and their feedback.

Documents Maintained: Timetable File, QP of internal, external examination, curriculum details, Lesson plan, Academic calendar, Results, Score of valuation for each subjects, CIA marks, Record of the University examination and Consolidated mark list.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

**1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years**

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

**Response:** E. None of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

**1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**Response:** 100

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

**Response:** 24

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

**1.2.2 Number of Add on /Certificate programs offered during the last five years****Response:** 23**1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.**

2019-20	2018-19	2017-18	2016-17	2015-16
6	9	7	1	0

File Description	Document
List of Add on /Certificate programs	<a href="#">View Document</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

**1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years****Response:** 18.11**1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
605	729	562	31	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**1.3 Curriculum Enrichment****1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum****Response:**



Bharathidasan College is committed to integrate gender sensitization to create environmental awareness, to uphold human value and professional ethics within campus. This is accomplished through academic obligations, redressal interventions, extracurricular activities and socio-cultural enhancements.

### **Gender Sensitization**

This is accomplished by

1. A credit course on the Rights of Women's offered as a non major elective to the under graduate students with a view to inform, intervene and inculcate an inclusive attitude on gender sensitivity.
2. The perception on gender sensitivity developed in students through guest lectures, workshops and awareness program and students are educated on areas like Women's Rights, legal systems, forced marriage, gender violence, sexual harassment, women development, women empowerment etc.,.
3. Students from all the departments are involved in all these programs.
4. A Women Empowerment cell has been established and it function effectively in addressing issues like gender discrimination, women's safety and women empowerment.

### **Environmental Awareness and Sustainability**

1. A credit course on environmental awareness is offered in the under graduate programme.
2. Eco friendliness and environment conservation is emphasized in the campus.
3. The campus is a tobacco free zone.
4. Tree plantation preservation is a part of the Go-Green attitude emphasized in the campus.
5. The NSS, RRC, YRC and Eco Club encourage the students involvement in preserving the environment and nature.

### **Human Values and Professional Ethics**

1. A Course on Human Rights, Value Education- moral ethics is a part of the under graduate programme.
2. Regular guest lectures, Seminars and other programmes on Human Values, moral codes and ethics are organized.
3. Social commitment of the students and faculty is exhibited by the regular blood donation camps. Health care and awareness campaigns, visit to old age home etc.,
4. Cultural and heritage traditions and practices are celebrated in the campus to uphold the spirit of Unity in diversity.
5. Zero tolerance and towards unethical practices by students and faculty member.
6. Total monitoring of malpractices and ragging in the campus is undertaken.
7. Student's safety and issue related to ragging are effectively addressed by the Anti-Ragging Committee.
8. Unethical research practices among research scholar and students always under the strict vigil of the institution.

The institution brings about an overall change in the attitude of the students, staff and the people around in building an ethical, moral and environment friendly society.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 0.76

#### 1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
4	4	5	5	4

File Description	Document
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 11.45

#### 1.3.3.1 Number of students undertaking project work/field work / internships

Response: 249

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2) Teachers 3) Employers 4) Alumni**

**Response:** B. Any 3 of the above

File Description	Document
Any additional information (Upload)	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

**1.4.2 Feedback process of the Institution may be classified as follows: Options:**

1. Feedback collected, analysed and action taken and feedback available on website
2. Feedback collected, analysed and action has been taken
3. Feedback collected and analysed
4. Feedback collected
5. Feedback not collected

**Response:** C. Feedback collected and analysed

File Description	Document
Upload any additional information	<a href="#">View Document</a>
URL for feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 64.84

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

2019-20	2018-19	2017-18	2016-17	2015-16
762	832	876	724	796

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

2019-20	2018-19	2017-18	2016-17	2015-16
1295	1129	1267	1221	1259

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** 85.38

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

2019-20	2018-19	2017-18	2016-17	2015-16
683	646	711	676	735

File Description	Document
Average percentage of seats filled against seats reserved	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.2 Catering to Student Diversity

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

#### Response:

The institution takes maximum possible effects to understand the needs and requirements of the students before the commencement of the program. The Students are counselled at the time of admission regarding their duties and responsibilities. Orientation programs are organized for the benefits of new entrants. Bridge Courses are also conducted for the first year Non-maths students in the first semester. The Learning process may vary according to the students IQ level. They are classified as slow learners and advanced learners based on their academic performance.

#### Slow Learners

Slow learners are identified through their attention in regular classes and their performance in the class tests. The academic performances of the students are constantly monitored to identify the problems faced by them. They may have difficulties in understanding the lessons, hurdles in their comprehending ability, retention, reproduction and integration. Because of the above reasons their performance level may not be up to the expectation.

#### Guidelines followed for improving the level of slow learners

- They are treated on par with other students in the class which reduces their level of stress and enhances the confidence level
- Extra classes are organized for their improvement and achievement to help them in achieve higher grades.
- Remedial programmes and extra classes for the difficult subjects in the curriculum are periodically organized.
- Academic and personal counselling is given to the slow learners by the tutor, mentor and the counselling cell.
- Encouraging the advanced learners to support the slow learners in making their learning process more participatory and interesting.
- Effective utilization of peer education strategies.
- The support of the alumni is harnessed to motivate and mentor the slow learners. The process of giving additional inputs to the slow learners is an effort to make them to become better achievers than the average achievers.

#### Advanced Learners

The Advanced Learners are guided to excel in Competitive/Entrance exams like TNPSC, Banking and Civil services etc. The advanced learners are identified by their academic performance.

#### Special Programmes for Advanced learners:

Advanced learners are trained with

- Intensive coaching
- Additional study materials
- Additional Assignments and seminars

Special guidance is given to the advanced learners to secure high percentage of marks in the university examinations. The faculty members constantly encourage the advanced learners to appear for all competitive exams and to participate in state / national/ International level conferences. The talented students are identified and sent to intercollegiate and University level competitions. The Advanced learners are motivated to strive for higher goals.

They are also provided with additional inputs for better career planning. They are motivated to involve themselves in research projects to inculcate the spirit of research and higher study aspirations. They are encouraged to participate in group discussions, technical quiz programming etc., to develop the analytical and problem solving abilities in them which in turn will improve their presentation skills.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

**Response:** 22:1

File Description	Document
Any additional information	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

### 2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

**Response:**

The institution acknowledges the importance of a student-centric learning approach in facilitating effective learning. The institution has implanted various course components and adopting various teaching / learning methods and assessment criteria to realize or achieve student-centric learning. Experiential learning has been included in the curriculum design. Participative learning helps the students to gain knowledge, professional values and skills. The Institution insists all the faculty members to provide one hour tutorial session per week for the respective course. Here emphasis is laid on various participatory learning methods such as group discussion, Quiz programme using ICT tools, Debate, Solving puzzles, organizing Bazaars, Seminars, Workshops, Expo, Inter and Intra departmental meet etc. Hands-on learning is acquired through well organized curricular and co-curricular activities.

Problem solving aspects become part of the classroom activities and is one of the components of the assessment procedure. Our students are provided with ample opportunities to participate and organize

programmes at various levels through which they imbibe different skills such as coordination, leadership, teamwork, Inter personal skill, communication etc. Thus they acquire different skills through participative learning. They also learn the different skills and professional values by participating in NSS, sports, cultural competitions and other extra- curricular and co-curricular activities.

The Curriculum based projects help in promoting student-centric learning especially in Computer Science, Commerce and Bioscience programs. The faculty members guide, encourage and support the students in all their ventures. The model examination question papers are designed in such a way that they ensure the distribution of equal importance in assessing the problem solving and critical thinking skills which help the students to gain experience and benefit through student-centric learning. Our students are encouraged in Hands on training such as mushroom cultivation, CAD, Blouse Cutting techniques and working on vermiculture.

### **Student-centric Teaching/Learning is realized in the following ways**

- Practical work in laboratories and demonstration in the labs are the main components of the curriculum.
- Teaching / Learning approaches are based on constructive strategies viz. Task-based and Process-based Learning and co-operative learning as reflected in the pedagogical practices.
- The interactive approach to learning is presented by the faculty members through an effective lesson plan for the courses they handle.
- Self-Paced and Individualized Learning is provided through ICT enabled learning environment with smart classrooms, Interactive teaching/learning techniques and comprehensive Wi-Fi-enabled network with internet access.
- Practical Learning experience is provided in the form of internship, guest lectures by industry experts, workshops and seminars

Every Department has a forum association which is constituted with the faculty and students for organizing student-centric guest lectures, seminars, workshops and conferences that help the students to gain innovative ideas. As part of CIA component, activities like seminar presentation, case study, individual & group assignments and project work are given to the students in encouraging their participatory learning.

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>

### **2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.**

#### **Response:**

Students are encouraged to think critically, be innovative and creative in handling their assignments, projects and other tasks assigned to them. The curriculum is planned in such a way to complement a strong theoretical background with practical understanding.

The institution offers various types of opportunities to the students and teachers to involve themselves in Innovative and Creative teaching learning process. The faculty members are provided with Over Head



Projectors (OHP), LCD Projectors and Internet facility for effective use in the Teaching Learning process. The faculty members use PowerPoint presentation for explaining the concepts and the faculty members of the Science department practically demonstrate the working principles of experiments.

The institution has given absolute freedom to the faculty members to decide the methods and strategies they wish to use for course delivery. Innovative teaching methods and strategies are recommended to enhance student-centric learning. The subjects are taught to them through interactive lecture methods together with extempore topic discussions, seminars, assignments, etc. Fieldwork, group discussions and laboratory works are a few experimental learning methods in ICT environment adopted by all the departments. Majority of the Departments are furnished with modern teaching aids like computers, slide-projectors, models, etc.

To incorporate creativity into classroom practice across the curriculum, special tutorial sessions are allotted for all the courses in which the teacher acts as a facilitator and the collaborative learning is encouraged among the students to learn and discuss from peers through whom the faculty members adopt innovative teaching approaches like Demo based learning. Quiz programme are conducted by the departments to encourage competitive learning among students.

#### **Science laboratories, Library with reading room, Computer lab with internet facility.**

Students are guided, counseled and motivated in all possible ways prompting them to participate in maximum academic activities with ICT facilities. To make the students confident seminars are given in presentation mode and encouraged to make them lively presentations. Another important and innovative method used is peer-led learning; where the advanced learners help the slow learners by means of teaching-learning with online demo of a particular topic and help them to overcome the academic difficulties. This method reduces the rate of dropouts and increases the pass percentage of the institutions.

The Faculty members discuss the academic difficulties with their respective mentees and help them to overcome their learning obstacles in the form of ICT tools. This process aids the mentors to identify the student's psychological issues and proper counseling is given to the needy mentees. Students participate in class seminars, workshops, group discussions, debates, paper presentations and project work to enrich their knowledge for which ICT based labs and Computer Centers are given to them to complete the task effectively.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View Document</a>

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

**Response:** 22:1



## 2.3.3.1 Number of mentors

Response: 99

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	<a href="#">View Document</a>
mentor/mentee ratio	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

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

Response: 103.53

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	<a href="#">View Document</a>

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

Response: 18.4

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

2019-20	2018-19	2017-18	2016-17	2015-16
24	24	19	15	11

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** 4.84

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

Response: 479.33

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

**Response:**

The norms prescribed by Bharathiar University are adhered to in the institution for the system of continuous internal evaluation. For UG programmes the internal assessment for theory paper is 25% ,five marks are allotted for the assignments and 20 marks for the best of two internal examinations and a model examination.

For PG programmes 25% marks are awarded as internal assessment of which five marks are allotted for seminar, five marks for assignments, five marks for the best among the two internal exams and ten marks for the model examinations. For practical subject the internal assessment is forty marks.

Each department has worked out the details as to how the assessments are carried out for each paper, taking care that the learning objectives of each paper are achieved through the different assignments. For theory papers it keeps in mind that the assignments should not only test the knowledge base of the students but also foster creativity and out-of-the-box thinking. It is a method to assess whether the learning outcomes for all the courses are being achieved. It provides an opportunity to relook and modify the teaching strategies if the student's performance is not up to the expected level. The students who miss the assignments due to ill health or participation in extracurricular activities of the college are given an opportunity to submit the given assignment on an alternate date.

There is a well defined schedule for conducting the assignments about which the students have been informed well in advance. Our college ensures that all students are aware of the assessment process. The examination section of the college has recommended a basic structure for the continuous internal assessment of theory and practical subjects with guidelines for dealing with absenteeism. The faculty members of each of the departments have a certain amount of flexibility in deciding on the kind of assignment so that the creativity in students is not compromised. The guidelines for teachers and students for the internal assessments are prepared as per the University guidelines and are made available to the entire faculty. The dates for the tests / examinations are notified on the student notice boards and announced by the faculty in the respective classes at least a week in advance. Before the examination and after evaluation and checking of the answer sheets/assignments are shared with students and the marking pattern is discussed. The internal and external assessment lists are displayed on the notice board at the end

of the semester.

While there is transparency in the methodology of assessment the security of evaluation system is ensured. The institution has an effective mechanism for redressal of the grievances of the students through DGRC. Students if any are assessed by the faculty based on their participation in the classroom. Transparency is maintained by the faculty as they work together in a committee to assess every student. The objectivity of the evaluation is maintained by the performance of the faculty members from all departments involved in the process.

File Description	Document
Any additional information	<a href="#">View Document</a>

### **2.5.2 Mechanism to deal with internal/external examination related grievances is transparent, time-bound and efficient**

#### **Response:**

#### **College Level**

Internal assessment is conducted as per the Bharathiar University parameter. The Internal exam time table is prepared as per the schedule based on the academic calendar provided by the University. The Internal exam time table is displayed on the notice board at least a week before of the commencement of continuous internal assessment. The evaluation of the answer scripts by the faculty is monitored by the HOD .The evaluated answer scripts are distributed among the students for their verification.

The students have the liberty to represent their grievances related to the schedule and conduct of the examination .The difficulty level of question paper can be represented to the class in-charge and Head of the Department Level Grievance Redressal Cell (DGRC). The DGRC is constituted with the HOD with one/two senior faculty members. This cell addresses the various issues related to the academic and non-academic problems of the students. After the completion of every internal assessment examination, the cell analyses and approves the marks awarded after confirming no grievance from the student's side.

#### **University level**

Grievances regarding the semester examinations conducted by University are handled as per the university norms. The students have the right to apply for re-totalling, getting a photocopy of the answer script and apply for revaluation. The University related issues are communicated to the chief superintendent of the examination for his perusal. If questions arise from out of the preview of syllabus the same is brought to the notice of the university. All communication related to examination grievances are addressed to the University immediately. Hence the grievances related to the examination are dealt in a time-bound manner efficiently by the examination section.

The Application forms for the Examination and fee structure are issued to the students.The Examination schedule for theory and practical received from university is circulated to the respective departments and it is posted on the department bulletin board after verification. After the verification of the students'

eligibility with university guidelines, the exam section and the concerned department head issue the hall tickets to students.

The collected semester answer scripts are handed over to the chief superintendent by the invigilator and in turn to the exam section. The BU declares the exam dates in its calendar of events on the university portal. In case of changes, the same is notified on the university's website.

#### **University exam result related grievances:**

Bharathiar University examination results are declared after the paper valuation and the results are uploaded on the university website. The exam section makes a quick report to the COE of Bharathiar University if the result of a student has not been declared immediately. The exam cell prepares complaint on the above-mentioned cases and reports the same to the university with relevant supporting documents so that needful action can be taken instantly. The exam cell places a high value on complaint follow-up. The students need to apply to the University for correction in mark statement or revaluation of answer paper.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## **2.6 Student Performance and Learning Outcomes**

### **2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.**

#### **Response:**

The Program Outcomes and Course Outcome are published in the College Website: <https://www.bharathidasancollege-erode.in>. The Faculty members anticipate the growth of students with the completion of the study program. The Awareness about the Programme Outcome (PO) and Course Outcome (CO) are given to students in various formats. It enables the students to prepare the learning goals for the subjects. All the academic activities are recorded in the academic activities file. On campus, general standards of student enrichment are reflected at frequently visited locations.

The learning outcome of the study programme is shared by the Faculty members with the students in the department. In addition, student seminars, services for student orientation, faculty meetings, contact of parent's teachers meeting are organized to realize the outcome.

The course results are transmitted by the respective faculty to the students. In addition to this, the course results of all the subjects are hosted on the College website.

- Program Outcomes (POs): It reflects the awareness, skills and behaviours that students should exhibit at the end of their respective program's course completion.
- Course Outcomes (COs): At the end of each course, it provides the resulting knowledge and

abilities that the student acquires. It describes the cognitive mechanism a course offers.

- Program Specific Outcomes (PSOs): These are statements that describe the results of a curriculum that make the students recognize that the skills and techniques acquired in this course reflect the direct consequences for the improvement and sustainability of society.

The Programme Outcome (PO and Course Results (COs) are framed by each department and conveyed to student. Together with subject area specialists, the department frames the objectives for handling the course. The results of the course and their mapping with curriculum results and programme specific results are examined and analysed in depth.

Although the COs is provided by the university along with the syllabus, the COs are modified and reframed by the members of the faculty. The results of the course are often based during the course's discussion. The course results are analysed at the commencement of each unit and reviewed after the completion of the unit.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View Document</a>
Past link for Additional information	<a href="#">View Document</a>

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

#### Response:

The assessment tools and processes used for measuring the attainment of each of the Program Outcomes and Program Specific Outcomes are mentioned below:

#### Method of assessment of POs / PSOs

Outcome based education mechanism is one of the best ways to ensure the course outcome and program outcomes in an effective manner. The objective and outcomes are properly mapped for the testing and evaluation of students so that PSOs are attained through the competency mapping in terms of knowledge and skills. The Departments adopt both direct and indirect methods of assessment to ensure the attainment of POs and COs.

Program Results and Program Related Outcomes are measured by direct and indirect approaches with the aid of course outcomes of the respective courses. Direct techniques are given against observable course results by direct assessments or observations of students knowledge or skills. Indirect measurement methods are applied by integrating them into the Graduate Exit Survey and the Alumni Survey. Finally, with the above-mentioned data, the program results are evaluated and the PO attainment level is measured. The university conducts the exams at the end of each term and publishes the result after evaluation. Based on the university result the course outcome is calculated. Assignments are issued at the end of each module. Practical problem based assignments are given with the idea that will give the students an opportunity to explore various text books and good reference books to find the concepts and understand the

intended goal of the problem.

### Direct Assessment methods

- Internal Test & Group discussion
- Laboratory performance(Term work)
- Student projects & Assignments
- Semester Test & End term Theory Result

The score of this assessment is taken into account for evaluation of CO's.

### Indirect Assessment Methods Feedbacks

- Alumni survey
- Student Exit Survey.

Feedback mechanism is used to improve the Teaching learning process in outcome based education.

### Feedback forms on curriculum

The institution collects the feedback collected from all stakeholders:

- Students feedback on course curriculum
- Faculty feedback on curriculum
- Graduate Exit survey
- Alumni Survey

Internal evaluation is a requirement of continuous assessment and is needed to meet the COs and POs requirements. There is a review committee which coordinates for the successful implementation of the assessment reforms relating to the achievement of the results of the course and the results of the programme. The committee has initiated a few steps such as Unit Tests, Practical Work and Seminars.

Besides, our college also tries to attain the course outcomes and programme outcomes through various activities through cultural events N.S.S, Red Cross, Career Counseling, Personality Development Programs, Communication Skills, organizations of Scholarly Lectures and Health Awareness Programs.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional information	<a href="#">View Document</a>

### 2.6.3 Average pass percentage of Students during last five years

**Response:** 78.49

#### 2.6.3.1 Number of final year students who passed the university examination year-wise during the



**last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
451	518	564	618	663

**2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
729	602	708	746	808

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View Document</a>
Paste link for the annual report	<a href="#">View Document</a>

**2.7 Student Satisfaction Survey****2.7.1 Online student satisfaction survey regarding teaching learning process****Response:** 3.45

File Description	Document
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

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

**Response:** 16.32

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

2019-20	2018-19	2017-18	2016-17	2015-16
1.27	3.07	1.48	0.20	10.3

File Description	Document
List of endowments / projects with details of grants	<a href="#">View Document</a>
e-copies of the grant award letters for sponsored research projects / endowments	<a href="#">View Document</a>

**3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)**

**Response:** 13.13

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

**Response:** 13

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years**

**Response:** 16

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



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

### 3.1.3.2 Number of departments offering academic programmes

2019-20	2018-19	2017-18	2016-17	2015-16
11	10	10	10	9

File Description	Document
Supporting document from Funding Agency	<a href="#">View Document</a>
List of research projects and funding details	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Paste link to funding agency website	<a href="#">View Document</a>

## 3.2 Innovation Ecosystem

### 3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

#### Response:

BCAS provides a healthy atmosphere, infrastructure, resources, encouragement, confidence for enhancement and competencies of students and teachers for research and innovative activities. All innovative and extension activities are student centric. Various activities are organized to nurture and nourish the minds of youth. The institution encourages and strives to develop clarity on concepts like critical thinking and creativity. Many programs are organized to induce practical knowledge among students and preparing them to be need-oriented. In short, students are encouraged to stay focused on growing through learning.

Being an institution with graduation and research programs, the institution appreciates and plays an encouraging role in promoting an ecosystem for innovation. The research work in the college is promoted with a special focus on better understanding and well being of the individual and the community.

These activities help the students to understand the various problems faced by the society. It enables them to find out solutions for them. In the institution there are various forums through which the students and faculty members are encouraged to undertake innovative activities which are helpful for creation and transfer of knowledge. The activities organized through these forums are helpful in nurturing leadership qualities, various skills, planning, budgeting, marketing and organizing.

The activities organized by the language association are helpful in enhancing the skills of languages. This helps to enhance the pronunciation and communication skills in the students. The Women's Forum is a very good platform for girl students to express themselves. The activities organized by it are helpful in building the confidence in them. The N.S.S. conducts various activities in innovative ways. Tree plantation, seed ball preparation, awareness programmes about cleanliness are some initiative taken up with cooperation of the society.

Eminent personalities who have significantly contributed in research, social activities and industries, are invited as resource persons on different occasion. Workshops and seminars are organized on ICT which are of immense help to the rural students. It has raised their confidence level and expanded their horizons of creativity. Our students have made remarkable contribution in enhancing their skill. Library is equipped with modern technologies. This is helpful for creation and transfer of knowledge.

To promote an Entrepreneurial Mindset, the institution encourages entrepreneurship events like Bazaar, Industrial Visits etc., The Individual departments interacts with industry to ascertain its needs to fill the gap in the curriculum. The gap is filled by arranging workshops addressed by experts from industry. Mushroom cultivation is being done by the students of Microbiology in the campus. It includes cultivation of mushrooms.

The students and faculty are using the amenities within the campus to do their research activities, such as

- Wi-Fi throughout the campus, Internet facility of 10 Mbps is available to students and staff.
- Computing facility is available with adequate licensed software is also available.
- With capacity of 200 & 500 well furnished Seminar and Auditorium halls are available respectively.
- Auditorium are available to conduct seminar/workshop, guest lectures, and discussion on technical paper/project presentations, cultural and screening of informative educational movies.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### 3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years

**Response:** 61

#### 3.2.2.1 Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years

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

File Description	Document
Report of the event	<a href="#">View Document</a>
List of workshops/seminars during last 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.3 Research Publications and Awards

#### 3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

**Response:** 0.57

##### 3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years

**Response:** 8

##### 3.3.1.2 Number of teachers recognized as guides during the last five years

**Response:** 14

File Description	Document
List of PhD scholars and their details like name of the guide, title of thesis, year of award etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** 1.62

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

2019-20	2018-19	2017-18	2016-17	2015-16
45	29	10	43	36

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years****Response:** 0.65**3.3.3.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
27	13	7	17	2

File Description	Document
List books and chapters edited volumes/ books published	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.4 Extension Activities****3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.****Response:**

Our Institution believes that learning outside the classroom is as important as learning within the classroom situation and it is possible to greatly enhance our students' academic performance with additional extension activities. Extension activities are being undertaken in extra along with the regular academic programme.

Students engaging themselves in wall painting programmes of the temple and providing a better learning ambience to the teachers and students of the nearby school. The very first step is to identify the school for painting work and that school must actually need the painting. Then, take the permission form school for painting work on school walls and also take permission from to institution to organize such an activity.

**Objectives**

- Helps to students to grow as good Citizens in the society
- Contribute towards fulfilling / overall development
- Inculcates social responsibility Features of Extension/Outreach Programs
- Interaction with communities to promote social and economic justice.
- Develop community leadership and volunteer management.
- Involve Planning, designing and managing fund raising
- Develop and maintain positive working relationships with space the management and the students.

**Student Development Activities**

- Yoga Day
- Life Skills
- Voters Awareness Program
- Awareness Programme on Narcotics

### Environmental Concerns

- Plastic Ban Awareness
- Dengue Awareness Programme
- Rain Water Harvesting
- Botanical Survey
- Swaccha Bharat Abhiyan
- Tree Plantations

### Community Development

- Theme of the Year “Save Water and Stay Green”
  - Road Safety Awareness
  - Rallies on National Integration
  - Blood Grouping Identification Camp
  - Medical Checkups
  - Women’s Day celebration
  - Anti-Superstition Drive
  - Visit to Orphanages

### Some other specific programs are

- Seed ball Festival
- Consumer Awareness Programme
  - River Cleanliness Drive
  - Blood Donation Camps
  - Disaster Management Programs
  - Human Chain on “Save Water”
  - Organic Farming

As these activities are apart from academics, they help the introvert students to explore themselves, transform them into extroverts and also get connected and involved with society. Mere academics is not sufficient for the fool proof growth of the student but the activities mentioned under this criteria is also are necessary for the complete growth of a student and also to transform them from a normal student to a responsible citizens. Hence our institution concentrate on such extension activities every year for the betterment of the students and society at large.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

**3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years****Response:** 0**3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 year	<a href="#">View Document</a>

**3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years ( including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)****Response:** 123**3.4.3.1 Number of extension and outreach Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
54	15	22	17	15

File Description	Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	<a href="#">View Document</a>

**3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years****Response:** 116

**3.4.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
3670	1238	3387	2741	1320

File Description	Document
Report of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>

### 3.5 Collaboration

**3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year**

**Response: 4**

**3.5.1.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
4	0	0	0	0

File Description	Document
e-copies of related Document	<a href="#">View Document</a>
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years**

**Response: 20**

**3.5.2.1 Number of functional MoUs with Institutions of national, international importance, other**

**universities, industries, corporate houses etc. year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
8	5	7	0	0

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	<a href="#">View Document</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>



## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.**

**Response:**

The Institution has well-maintained campus spread over 16 acres of serene green land is part of our college for conducting theory and practical courses, the various infrastructural facilities such as classrooms, lecture halls and laboratories. They are used to teaching and learning process. With the state of the art two building facilities over 60 classrooms, 7 Computer Labs, 6 Life Science, CDF based laboratory and two administrative offices.

**Classrooms:** There are sufficiently well-equipped, well ventilated and spacious for conducting theory courses. The classrooms are equipped with black boards, wooden tables, fans, tube lights, etc., for the benefit of students. There are separate classrooms in each department to conduct tutorial / lecture classes to discuss the queries

**Technology Enabled Learning Rooms:** Six E-Classrooms with LCD Projector, audio system and internet are available to various departments of the college. **Laboratories** have been built and equipped as per the university requirements. They are well designed and well managed for the implementation of curriculum-oriented laboratory procedures. They are also used for the conduct of research activities.

**Seminar Halls:** The College has few seminar halls. The main seminar hall which named as Abdul Kalam Arangam has a capacity of 350 seats and Bharathiar Arangam has a capacity of 150 students. The seminar halls are fully air conditioned. They are designed with the capacity to seat LCD projectors, White boards and Internet access public addressing system. Other facilities available in the campus are

- A meeting hall Thiruvalluvar Arangam and Vivekanandar Arangam with of 350 and 550 seating respectively are available for various students' activities.
- A Central Library with 18500 volumes for references and subject oriented text book. Books can be borrowed from the library by students for preparation and enriching their knowledge.
- A Health Room is available where the doctor will attend sick students and treat them.
- A Yoga category area where the students and faculty members do meditation.
- Qualified Physical Directors are been appointed to take care of the day to day games and sports activities. The College teams have been formed to take part in state level and University level competitions and other intercollegiate competitions. Sports event competitions are conducted at the interdepartmental level in the academic year and the winners are awarded and rewarded accordingly. The outdoor games like volley ball, throw ball, cricket, football, kabaddi, kho-kho etc., are well practiced and played by the students.
- All departments have been provided with furniture and other necessary materials to the faculty members for preparation of lecture, counseling and guide students.
- Wi-Fi facility and LAN connection in Computer lab are available for browsing the knowledge through internet by the faculty and students.
- Book Depot is available in the campus where students can purchase notebooks, Text Books and Record note books for fair price.

- In every corridor drinking water is provided with water doctor machine.
- Surveillance of the college is made with CCTV cameras.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

##### Response:

The institution lays emphasis on the development of the students with all potential namely academic, sports and cultural. The institution motivates the talented and worthy sportspersons by offering them fee concession and needed sport equipments for practice and perform well in main tournaments. Kabbadi is the one of the main sports event which is conducted regularly and trained in the campus

##### Facilities for sports:

The institution provides both indoor and outdoor sports and game facilities for boys and girls. Students who are interested in sports are motivated to participate in competitions which held in inter-institute, inter-university, state and National levels.

1. The institution has outdoor games and indoor games sports facilities including Carom, Chess.
2. The institution playground has an estimated area of 5 acres and is used on a regular basis by 50-100 students on an average.
3. There is a games room and a stock room.
4. For practice, the players are given Track suit, T-shirts and lower.
5. There is provision to provide players with TA/DA for participation in State and National competitions.
6. For all sports activities, refreshment and lunch are provided to the participants and employees.
7. In tournaments organized by the institution winners are congratulated and presented with mementos and cash awards.
8. The institution offers its playground to other universities to plan their sports activities.

##### Sports Facilities

S.No.	Sports/Indoor or Outdoor Games/Gym/Yoga	Number of Courts / Fields
1	Cricket	1
2	Kabaddi	3
3	Volley ball	1
4	Foot ball	1

5	Athletics 400 mts	Track 1
6	Badminton	1
7	Yoga Center	1

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

**Response:** 10.96

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

**Response:** 8

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>

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

**Response:** 105.86

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

2019-20	2018-19	2017-18	2016-17	2015-16
378.63	306.39	283.56	224.04	211.06

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	<a href="#">View Document</a>
Upload audited utilization statements	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

**Response:**

*Name of ILMS software* : Modern Lib

*Nature of automation (fully or partially)* : Partially

*Version* : 2

*Year of Automation* : 2018

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### 4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

**Response:** B. Any 3 of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	<a href="#">View Document</a>

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

**Response:** 2.96

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

2019-20	2018-19	2017-18	2016-17	2015-16
2.85	1.68	3.31	3.26	3.69

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

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

**Response:** 2.11

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

Response: 48

File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 4.3 IT Infrastructure

#### 4.3.1 Institution frequently updates its IT facilities including Wi-Fi

**Response:**

The institution has a well-developed Network system to provide the users with various IT services. Some of the facilities provided are:

- LCD projectors, overhead projectors, printers and scanners in all the departments.
- Departments have software installed on their computers and printers, and the hardware is maintained from time to time.
- The institution website is monitored and updated by the institution's IQAC cell, periodically.
- The Computer in Administrative Block, Computer Lab and printers are connected to the LAN.
- Earlier Wi-Fi with a speed of 4 mbps is available on the entire campus of the institution. The speed has been increased to 15 mbps from the last academic year.
- Dedicated computing facility wherever possible is provided throughout the institution are connected to printers and scanners.
- Most of the computers have access to the internet through Wi-Fi.

- The institute has 6 smart classrooms for a better learning process, to follow the modern way of teaching.
- Most of the departments have LCDs for PowerPoint presentation.
- Most of the departments have computers, most of which have Wi-Fi internet facilities to plan PowerPoint presentation as a teaching resources.
- At UG and PG levels, teachers use the Internet to provide students with notes whenever it is appropriate and wherever needed.
- Device repair, Wi-Fi networking on the Internet, software installation and maintenance and hardware upgradation are conducted on a contract basis.
- The Institution utilizes the help of experts for maintenance and repairs of computers and also for up gradation of its website.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

**Response:** 6:1

File Description	Document
Upload any additional information	<a href="#">View Document</a>

#### 4.3.3 Bandwidth of internet connection in the Institution

**Response:** C. 10 MBPS – 30 MBPS

File Description	Document
Upload any additional Information	<a href="#">View Document</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

### 4.4 Maintenance of Campus Infrastructure

**4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

**Response:** 110.54

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

2019-20	2018-19	2017-18	2016-17	2015-16
378.63	306.39	283.56	274.04	211.06

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

#### **4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.**

##### **Response:**

Our Institution has 2 Biochemistry, 1 Microbiology and 3 CDF Laboratories for Life Science programmes and Custom Design Department. In all the Labs Stock registers are maintained by the concerned departments. Every year the department stock is verified by internal stock verification committee with other department faculty members. Instruments and equipments are serviced regularly for maintaining them in good working condition. These Labs are used by Students, Faculty members and research scholars for doing the practical and experimental work. The Lab schedule is prepared at beginning of every semester and regularly followed for carrying out the practical schedule.

There is a Central Library in the campus with around 18500 numbers of text books, reference book, Journals, magazine and periodical are regularly provided for benefit of faculty and students. Library is automated with software named Modern Lib for various activities of the Library. OPAC facility is made available for students and faculty to access and verify the availability of books. Monitoring of user attendance of library is made through e-gate entry with Modern Lib software. Library advisory committee is formed at the beginning of the academic year to monitor and regulate the activities of the Library. Library has rules and regulations for issue and return of the books. Books will be lent to students, faculty members and scholars for reference and taking notes. Computers are available in the library for users to download E-books and E-journals using NLIST database.

The Physical Director motivates and trains the students to participate in sports activities in the institution. The PD regularly conducts trials in the play field. Playing field and playing kits are maintained in good condition with proper maintenance by the Physical Education Department. Physical stock verification and equipment maintenance are done annually by Internal Audit team of the Institution. Outdoor sports facilities are used to host various tournaments and Annual Sports events of the Institution. Promising players are advised to undergo regular practice in the play field.

Computer is a device which is the need of the hour for every individual. Our Institution has seven Computer Labs for performing Computer Science & IT related practicals. All the Computer Labs are air conditioned with well furnished infrastructure. High end computers are procured for labs with adequate power backup facilities like UPS and Power Generators. Every lab has a centralized Server and LAN

connectivity among all the systems which helps to provide unique user id to students for using the Lab and storing their practical work. Lab equipments are maintained and serviced by Programmers to maintain the working conditions of the system in a good manner. Internet connectivity with 10 mbps is provided to students and faculty members for browsing the knowledge in global arena. Antivirus is installed in lab to secure the files and information of students and faculty members.

All the classrooms have adequate furniture, lights, fans and multiple electrical points. Maintenance of classrooms is performed by a team dedicated for the purpose to maintain the classroom neat and tidy. Repair works, whitewash / painting of buildings, replenishment of furniture and blackboards are carried out regularly.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>



## Criterion 5 - Student Support and Progression

### 5.1 Student Support

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

Response: 5.36

##### 5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
96	120	114	111	132

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	<a href="#">View Document</a>
Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	<a href="#">View Document</a>

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

Response: 2.54

##### 5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
138	82	52	0	0

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View Document</a>

**5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following**

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

**Response:** D. 1 of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**

**Response:** 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Number of students benefitted by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>

**5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

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

**Response:** A. All of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

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

**Response:** 22.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
22	339	183	120	40

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Self attested list of students placed	<a href="#">View Document</a>
Details of student placement during the last five years (Data Template)	<a href="#">View Document</a>

### 5.2.2 Average percentage of students progressing to higher education during the last five years

**Response:** 50.07

#### 5.2.2.1 Number of outgoing student progression to higher education during last five years

Response: 362

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education (Data Template)	<a href="#">View Document</a>

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

**Response: 0**

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	<a href="#">View Document</a>

## 5.3 Student Participation and Activities

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

**Response: 79**

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

2019-20	2018-19	2017-18	2016-17	2015-16
4	55	10	5	5

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### **5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities following duly established processes and norms (student council, students representation on various bodies)**

#### **Response:**

Our institution has given enough representation to students in the curricular co-curricular and extracurricular activities of the college.

#### **Administrative Level Participation**

The Student Committee plays a vital role in the departmental activities under the guidance of faculty members. The students participate in various technical, cultural and sports events all traditional festivals, college Annual Days, Independence and Republic days. The Student Committee also involves itself actively in all the activities organized by the various clubs of student welfare department.

#### **Selection of Class Representatives:**

The Institute has a novel method to select the class representative in each Department.

1. The Class representatives are represented by the class incharges.
2. The Selection process of class representatives is done every semester. The Representatives are selected either on the basis of academic performance or co-curricular activities.
3. Two Class Representatives from each class – one male and one female are selected by the class incharge.
4. The academic background, active participation in curricular, Co-Curricular and Extra Curricular activities, plays a vital role in the selection of the class representative.

#### **Roles and Responsibilities of Class Representatives**

1. Act as a liaison between the students, faculty members and the Head of the Department.
2. The Class Representatives helps in achieving an excellent rapport between the students and the faculty members.
3. They represent their class in all academic, co-curricular and extracurricular activities
4. Discipline of the class is maintained by the Class Representatives. It brings out the leadership quality in them.

5. The class representatives also ensure there is no ragging in the classroom.

The active role played by the students in various bodies of the Institution makes them to gather the knowledge about organizing and arranging events in a successful manner. The College Union formed with the Principal as Chairman along with senior faculty members as College Union secretary and Student members. The College Union student's representatives are selected for a year based on their academic performance. Students are selected as student secretary and Joint secretary for the college union.

### Co-curricular and Extracurricular Activity Participation

There are specific committees such as NSS, Cultural Activities etc., . A majority of the students are involved and actively participate in all activities. It's an opportunity for them give back something to their institute and society by developing their personality. Arranging and organizing various activities like rallies on social cause, workshops, lectures and other events in NSS shows their involvement and commitment towards the effective implementation of the events. The NSS camp planning and execution can be the best example of student's involvement in our college.

The college ensures the participation of students in a wide range of co-curricular and extra-curricular activities to facilitate their holistic development. With the support of departments, competitions are organized every year. The Students are also encouraged to participate in off-campus and on-campus fests. The Students enthusiastically participate in Cultural events providing opportunities for short film making, photography, literary activities in English, Quiz, Debate, Dance etc.,

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### 5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

**Response:** 27.2

#### 5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
25	18	41	35	17

File Description	Document
Report of the event	<a href="#">View Document</a>
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	<a href="#">View Document</a>

## 5.4 Alumni Engagement

### 5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

#### Response:

Our College has a registered Alumni Association; Alumni Registration No. SRG/Erode/89/2020, Date: 04/03/2020. The Association arranges a regular meet and interacts with the management. It is the banner holder of the developments in our institution. The Alumni Association organizes a special lecture every year. Interactive sessions are arranged periodically between the students and Alumni to gain first hand information and motivation regarding social adjustments and career opportunities. Our institution takes a legitimate pride on the glory and achievements of the past students.

The Alumni association and the institution have an overwhelming mutual trust on each other. Our Alumni Association provides a crossing point for establishing a tie amid the alumni, faculty members and students of the institute.

The alumni also assist the institution by influencing industry and other agencies in organizing placement fests for the organization. Our alumni has stretched out and strengthened it with new admissions. Also alumni are currently working in various positions and extending their helping hand in all spheres of management.

#### Alumni Benefits for Students:

- Industry Institute Interaction
- Placement assistance and Career Counseling
- Arranging seminars for our students
- Mentoring
- Project Assistance for final year students
- Personality Development Programs

The suggestions of the alumni are always well taken by giving due importance to them. Alumni days are celebrated and their achievements are acknowledged. The successful alumni are selected as guests of honor for awards on important institution function. It rejuvenates the memories of the institute in them and a network of past students is achieved and established.

#### Alumni Interaction:



Alumni are invited as resource persons for various events such as guest lectures and panel discussions. They provide inputs and share their experiences regarding skills, recent technologies & trends in the corporate world, application of data and company working culture.

#### **Placement & Career Guidance Assistance:**

Alumni are working in various organizations in various capacities. They update the faculties and the placement representative about the available job opportunities. Alumni help the students to attain the success in the interviews. Experiences shared by them with the students motivate the students to set a goal for a successful career in their life.

#### **Alumni Meet:**

Alumni have a tradition of inviting alumni for the Annual Alumni Meet on the second of May every year. In this meet the alumni get a chance to reconnect with the college and old friends. This is the most effective platform for networking and sharing new trends and current happenings within the company world. These inputs are helpful to academicians for molding the aspiring students.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### **5.4.2 Alumni contribution during the last five years (INR in lakhs)**

**Response:** E. <1 Lakhs



## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

##### Response:

##### A. Vision and Mission Statement:

##### Vision Statement:

Our faculty strives to impart value-based education to make innovators and to uplift the agricultural youth to fulfil the challenges of the society. The institution's vision is to grow into a center of academic excellence through collaborative leadership that can encompass and express global challenges and broader issues while maintaining its regional roots.

It aims to create a healthy synergy between learning activities, social empathy, cultural proclivities and co-curricular obligations in order to support all stakeholders and to nurture students to their fullest potential in particular.

##### Mission Statement:

- Providing job-oriented schooling, developing technical skills, providing training and testing facilities and creating an atmosphere that is welcoming.
- To provide young people with a comprehensive and encouraging study environment.
- Women come from different demographics.
- Expand the selection of subjects/disciplines open to under-graduate students.
- The phased implementation of post-graduate programs.
- To continually update its teaching-learning strategy, techniques and apparatus so that its core services can be provided in an appropriate and up-to-date manner.
- Inclusion in its program value-added, vocational and technical courses.
- To continue to develop its extension operations and outreach services.
- To cooperate with the state in the spread of continuing adult education, mass education

##### B. Nature of Governance:

With all stakeholders involved effectively in its administration, the organization practices a democratic and participatory mode of governance. The Governing Body shall delegate the power to the Secretary and Principal, who in turn shall share it with various levels, Heads of departments, convenors of different committees and cells, along with staff members of higher decision-making bodies, play an important role in deciding and enforcing institutional policies.

##### C. Perspective/Strategic Plan

A Perspective/Strategic Strategy is in place for the institution to assist it in developing

in an organized, well-thought-out and phased way.

1. Extension of the available area to accommodate more classrooms, labs, auditoriums, staff rooms etc. by vertical expansion.
2. Renovations to revive the institution's aging infrastructure.
3. Introduction of new subjects at the undergraduate level.
4. Implementation of Post-Graduate Courses.
5. Mobilization of funds and programs through alumni and other partner.

#### **D. Participation of Teachers in Decision-Making Bodies.**

- In the execution of the college's vision and mission, teachers play an important and constructive role in the decision-making process. In operating their disciplinary units, department heads enjoy tremendous administrative and academic autonomy.
- In addition, teachers are members and conveners of the numerous committees that are formed for day to day functioning of the institution. The Academic Council, Admission Committee, Exam cell Committee, NSS unit, Women's Forum, Eco Club etc. are some of these committees.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### **6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management**

##### **Response:**

##### **The Main Indicator's institutional sense:**

In keeping with its belief in collective leadership and democratic traditions, the institution practises decentralization and participatory management. In the comprehensive delegation of power to the heads of the different departments in the college, a specific reflection of this practice can be seen.

##### **The Ways during which Heads of Departments participate within the Management Process:**

- The Head of the Department oversees the teaching plans of the members of his department.
- Faculty Members are encouraged to make routine changes and delegate teaching assignments and assessment activities.
- He/she has the onus of organizing departmental meetings where the programs are determined for

the entire term.

- In planning the courses, lectures, career advice sessions, remedial steps, interdepartmental or/and inter-college activities, departmental excursions, and study tours, he/she takes the lead and guides the faculty members
- For the betterment of his/her students, he/she is free to incorporate imaginative and innovative initiatives with curricular activities. For example, the English Department has an English Language Club to foster the love for language and to develop the communication skills in students.
- Heads of departments, in consultation with their departmental colleagues, schedule, organize and publish the departmental magazine or working paper.
- The Parent-Teacher meetings are regularly organized where the students' academic progress is reported to their guardians.
- Faculty Members supervises the paper-setting, moderation, evaluation and mark submission of all the internal examinations of the department in consultation with his/her department and decides on the criteria for admission and promotion of the students.
- The teaching staff determines the type, trend and length of special and remedial classes for the students of his/her department
- He/she also takes the initiative to coordinate the department's alumni chapters at times within the wider structure of the college alumni association.
- The Head enjoys complete flexibility in preparing and coordinating seminars from the funded stage of the UGC to that of student seminars in consultation with his/her department teachers.

The above list of characteristics comprising participatory management points reasonably conclusive to the decentralization ethics that are integral to the organization and inform its functioning at all levels. It is evident that not only HoDs but also all the faculty members are involved in the day to day administration of curricular/co-curricular activities in a participative manner which leads to decentralization of and delegation of power at all levels in the institution.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

#### Response:

Strategic planning plays a vital part in the institutional growth. Every institution should device a method for strategic planning. Planning is a process in which various strategic methodologies are implemented in the form of decision making and allocation of resource for maximizing the success with well planned actions.

The long term plans have been laid down in the strategic plan in consultation with the Department committees and discussion with senior professors for strategy formulation. Bharathidasan College of Arts and Science is sustaining its excellence and distinctiveness by following a strategic plan of action for leading the institution .This has been made available for use and it is easy to understand, perceive or

interpret the vision and mission. The purpose of activity relating to education and scholarship is conducted with the policy, action and affairs of the organization with authority in order.

### **The institution follows the perspective plans:**

To intensify and improve the quality of moral and intellectual benefit, standard teaching aptitude aid methods are inevitable. The activity that supports or encourages a cause, venture or aim in midst of faculties and candidates like systematic investigation into study materials and sources in order to establish facts and reach new conclusions. An inherent mental or physical power, natural aptitude or skill is obtained in continued possession. The standard is marked by various Quality Assurance Measures.

### **Promotion of research among the faculty and students:**

The essential requirement for the rise of a higher standard, in particular by adding a pass of an examination or an official completion of a course, especially one conferring status as a recognized practitioner of a profession or activity ahead by the institution. The condition in which things are being done by teaching a particular skill requires the following activities.

- Academic Process
- Employability
- Self-Learning
- Research
- Personality development.

### **Mile stones:**

- Excelling in Teaching Learning Process
- Empowering students in PRIDE activities
- Enhancing research capacities and outcomes
- Enabling Inclusive and sustainable growth
- Extending collaborations and capacity building efforts
- Expanding opportunities for societal services

### **Make our research accessible to the wider public through**

- Newsletter
- Website
- Researcher
- Enabling inclusive & sustainable institutional growth
- Strengthening alumni relations
- Alumni interactions

Pioneering teaching tools and latest pedagogies are used to teach our students effectively. Promoting skill development program, increasing language training program is improving the capacity building efforts which bridge the gap between the world of theory and practice.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### **6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.**

#### **Response:**

#### **Administrative setup:**

The operational management from a well-experienced management hands is systematically deliberated to get the best possible outcomes from it with intelligibility. A hierarchical set-up is created from the top management to the level of visibly demarcating a moral and legal duty, enforcing enforcement in all circumstances.

Our college was founded in 1995. It has a governing body which is responsible for overseeing and achieving the vision and mission of the institution. It has a valuable secretarial constitution which monitors and strengthens the foundation. The executive organization of the institution is given below.

#### **Functions of Key Administrative Positions**

##### **Function**

- Assess the scholarly and other related activities of the institution
- Consider the advisory to the Principal on promotions
- Ratification of selections/appointments/medals and awards
- Passing the annual budget of the college
- Annual university affiliation

##### **Secretary**

- Looks after the institution's management, educational advancement, growth & expansion
- It may lead to the initiation by the Governing Body of any action required in its opinion for the promotion of the subject-matter referred to above for ratification.

##### **Principal**

- Providing leadership, direction, execution and control in all academic activities in accordance with the affiliated university.
- To conduct internal, final and other examination.
- College-level committees to assist the HODs in the execution of their duties and the smooth running of the institution.

##### **Head of the Department**

- Coordinates smooth class functioning and examinations monitoring , Time-Table In-charge ,Lab In-

charge, class incharge.

- Prepare and hold bridge classes for the low achievers in class.
- Hold Remedial classes for students with aspiration to improve.
- Planning and ensuring of club events, guest lectures, workshops and seminars.

### Governing Body Functions

- To ratify the college committee's decisions.
- Approval of new courses.
- To appoint the principal, the teaching and non-teaching staff on the advice of the selection committee.
- Scrutinization and acceptance of budgetary plans.
- Suggesting and authorizing programme for student growth.
- Promoting the collaboration cell of the industry institute for student preparation and placement activities
- To monitor and review the college teaching programme and recommend remedial steps
- On the advice of the college committee, fix the tuition and other fees payable by the students of the college.
- Approving the establishment of new research programme leading to degrees
- Constitution of IQAC which is responsible for setting quality standards for different academic and administrative operations.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Link to Organogram of the Institution webpage	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

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

**Response:** E. None of the above

File Description	Document
Details of implementation of e-governance in areas of operation, Administration etc	<a href="#">View Document</a>

### 6.3 Faculty Empowerment Strategies

**6.3.1 The institution has effective welfare measures for teaching and non-teaching staff****Response:****Group Insurance Policy for Staff and Students**

The management is magnanimous towards welfare of staff and student and care their needs. Group Insurance policy is taken by management for staff members and students and their family members which gives coverage of 1 Lakh and maximum of Rs.10000 on accidents.

**Incentives for Faculty**

For promoting Research activities, management is providing incentives for faculty members for attending Seminar, Conference, FDP, etc., Faculty members who guided research scholar are encouraged with financial support.

**Appointment of non-teaching staff**

- For day to day academic related activities in the teaching and non teaching areas
- Employees provident fund facility.
- Community Teaching and Non-Teaching Staff Benefits Programme
- Free Transport Facility
- Gratuity
- Marriage gift for staff and their wards and also providing them with special OD of 7 days.
- Casual Leave can be carried forward to next academic year.
- Salary Advance to needy staff members
- Arrangement of Personal loans from Bank
- Provision of ex-gratia payment in the event of serious illness or death for third and fourth grade staff. The Grievance Cell exists for non-teaching staff hold monthly meetings chaired by the management regularly.
- Central Dispensary with medical facilities exists for the teaching and non teaching staff and students of the college.
- Staff council is in active status
- Free uniforms for class IV employees
- Cafeterias and Stores.
- Lunch provided free of cost for all non teaching staff.
- Winter and summer vacations.
- Special casual leave on religious occasions.
- Subsidy on campus medical facilities
- Child Educational Allowance
- Seats in UG and PG programmes for children of the teaching and non teaching staff - free of cost.
- All the non- doctoral faculties are encouraged to be enrolled in Ph.D programme with OD facility.
- A registration fee is reimbursed for attending conferences, workshops and FDPs in their field of interest.

Employees are also provided the following facilities to work efficiently:

- Medical leave

- Workspace
- Computing facility
- Free e-transport in campus
- Wi-Fi facility
- Identity cards
- Sports facilities
- Free transportation has been provided.
- Internal projects and seed money are given early in their careers in order to inspire the young faculty to pursue a vibrant research career.
- Uniforms are available for staff on Mondays and all functions.
- In order to enhance the welfare initiatives in the Institute, the employees are encouraged to provide suggestions and daily feedback.

All the above facilities are provided for the smooth functioning of the institution and also to motivate the employees to work with commitment and satisfaction.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

**Response:** 6.99

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

2019-20	2018-19	2017-18	2016-17	2015-16
15	21	0	0	0

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	<a href="#">View Document</a>

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

**Response:** 0



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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	<a href="#">View Document</a>

**6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).****Response:** 57.8**6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
221	4	11	6	45

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of teachers attending professional development programmes during the last five years	<a href="#">View Document</a>

**6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff****Response:**

Bharathidasan College of Arts and Science strictly complies with the Minimum Qualifications and Regulations prescribed by the UGC for the recruitment of academic position and steps are also initiated regularly to maintain the quality in higher Education. For teaching and non-teaching employees all the changes are made from time to time through appraisal process.

After completion of one year of service, the performance of each employee is evaluated annually. The aim is not only to assess the performance critically as per defined standards but also to recognize the possible

aspects of improvement that can ultimately contribute to further success and development of the employee as well as the institution.

The key characteristics of the quality management framework are:

### Teaching Staff

- 1.The Performance of each member of staff is evaluated in accordance with the Annual Self Evaluation of the Performance Based Assessment Framework (PBAF).
- 2.The performance-based appraisal method is the basis for promotions (PBAF).
- 3.Besides academics, the institute undertakes a wide variety of activities for which faculty members are assigned additional duties and responsibilities, most of which are voluntary.
- 4.The staff member is clued-up well in advance of their proper promotion.
- 5.The Faculty Member's PBAS Performa is reviewed and confirmed by the Heads of Departments, followed by the IQAC.
- 6.Based on their ranking in the assessment , faculty members whose promotions are due are recommended.

### Non-Teaching Staff

All non-teaching employees are also evaluated by means of annual confidential reports and annual performance evaluation. The various criteria for staff members is measured in different categories. i.e. character and habits, departmental skills, work ability, discipline, reliability, relationships/cooperation with superiors, colleagues, peers, students and the public, drafting capacity (if applicable), effective paper organization and technical skills.

On a seven-point scale, each of them is rated viz outstanding, very good, good, highly satisfactory, satisfying, average and bad. The entire assessment is based on the HoDs rising grade, which is then forwarded to the Principal.

All the staff members are given promotions and increment under the evaluation scheme for satisfactory results. In evaluating the success of the employees, inspiring them, analyzing their strengths and limitations and ensuring an improved performance, the Annual Confidential Report and the Performance Assessment Framework have been of great help.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

Auditing is the process of monitoring and verifying the various financial operations in Internal and

External mode. The institution conducts the internal audit process regularly in a phased manner. We have a distinct method to examine the utility of finances. The Secretary & Correspondent monitor and review the income and expenditure of the institution. They keep a close watch on the expenditure against budget on a regular basis. The office and administrative in-charges submit their annual expenditure statement to the Secretary. The major reason of this process is to manage the expenses which will add to the effective management of the organization. Proper evidence for all financial plan payment is maintained by each department in-charges, administrative in-charges and accounts department. Accounts department maintains the evidence of all the expenditure after the certification of vouchers and bills. Finally the entire internal audit is carried out by the Administrative officer and the report is submitted to the management and trust.

### External auditing

Our Institution complies with the statutory auditing norms. At the end of every financial year, the income and expenditure of the institution is audited and certified by a qualified Chartered Accountant. The Chartered Accountant organizes and presents the auditor's report for the financial year. The reports show that the statements are correct in all aspects – that our institution shows the factual and correct view in the financial point, results of operations, and cash flow.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### 6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)

**Response:** 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	<a href="#">View Document</a>

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

**Response:**

## Mobilisation of funds

Our institution is self financed and self supporting one. The fee collected from the students is one sources of funding. A few other resources through which fund generated are

- Registration fee of Workshop and Training
- Fee towards registration in conferences and seminars.
- Funds and grants received through funding agencies such as DST, TNSSTC, etc.,
- Hostels

The Funds received from different sources are utilized for the concerned activities and audited by internal auditor.

## Funds Utilisation

The institution has plan to utilize the funds in an effective manner with a tentative budget at the beginning of the year. As per the directions of Management and Principal, they checks the income and expenses periodically. Most of the funds is spent towards student needs, staff welfare measures, Laboratory maintenance and expenses towards equipments. The fund is spent for students activities such as organising various events and Programmes. The institution also gives financial aid to students for taking part in different national and state level cultural and sports contests.

Further, the fund is used for the payment of salary towards teaching, non-teaching staff and administrative staff. The management also supports the staff by providing registration fee for attending conferences, workshop, FDP and other technical events. The fund is also used for the purchase of online journals, magazines, text books and reference books. The mobilisation of fund and utilisation of the fund is reflected in the income and expenditure statement as well.

## 6.5 Internal Quality Assurance System

### 6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

#### Response:

IQAC plays a pivotal role in improving the institution's academic and administrative qualities. It facilitates the professional development of the faculty and the creation of an excellent learning atmosphere. Our institution constituted the IQAC cell on 04.07.2016. The IQAC regularly holds discussions gathered, evaluated and used the inputs in relevant forms from various categories of stakeholders for qualitative improvement; coordinated the Academic and Administrative Audit; and initiated follow-up measures in line with the suggestions and recommendations of the eminent evaluators.

The institution policy along with Vision and Mission of College is implemented by the management and the employees of the institution. IQAC ensures the academic policy of the institution is executed in the right manner. It also makes sure the sustenance and development of quality and superiority. Students and graduates contribute generously to the functioning of IQAC. Based on their industrial

experience, alumni provide input and advice that in turn helps IQAC and the institution plan and direct students towards a brighter future.

In order to provide a better and efficient learning environment, IQAC has encouraged the incremental institutionalization of the implementation of ICT at all possible levels of teaching and learning. Apart from the seminar halls, Departments are also separately provided with ICT Classrooms with LCD projector and Computers. To include audio-visual lectures for understanding the concepts by students, the college has launched its own YouTube channel.

Mentoring System is suggested and implemented by IQAC to guide and counsel the students who are in need of mental vigour to achieve their goals in Higher Education and also to succeed in their life.

#### **IQAC's other initiatives**

- Faculty members are encouraged to publish Research articles in peer reviewed journals and make presentations in National and International levels
- Encouraging faculty members to apply for funding for research, workshop, seminar etc.,
- Organize Seminars and FTP for teachers to gain an insight on the latest teaching methods.
- Students are encouraged to take part in seminars / research activities in Colleges and University level.
- Arrange to provide INFLIBNET facility to students and scholars.

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>

**6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

#### **Response:**

The institution implements the quality policy through IQAC. The IQAC has been established and the members have been nominated by the coordinator. The approach of IQAC has always been focused on the learner-centric teaching learning process and has designed the policy to assess and evaluate it from time to time. Accordingly, IQAC complements the Teaching, Learning activities and modifies them if needed after taking into consideration the reviews and suggestions. This results in the effective implementation of the numerous decisions made by the cell.

The IQAC takes initiative to develop and strengthen the intelligence and cognizant of the faculty members which not only benefits them but also the students. The faculty members are encouraged to publish research papers, participate in seminars and conferences, conduct or attend workshops and faculty development programs at least once a year. It helps the process of strengthening teacher quality.

Another area is the reforms done in process of continuous internal evaluation. A systematic approach on conducting examinations has been implemented along with transparency in evaluation & assessment which is monitored by IQAC. The examination Cell looks after the exam schedule, timetable, setting up the questions and allotment of rooms and assigning duties to the faculty. The evaluation reforms if any will be made known to the students at the beginning of academic session orally by the concerned departments.

#### **Administrative activities:**

The Principal is the head of the institution for all academic and administrative functioning.

- The Board of Management consisting of the Secretary & Correspondent, Joint Secretaries, Treasurer, Administrative Officer is the chief decision making body of the institution.
- The administration of each department/course is carried out by the Principal through Head of the Department. The Principal monitors the quality of the institution by integrating the academic and administrative framework optimisely.

#### **Academic activities:**

- The institution follows the academic calendar framed by the Bharathiyar University, at the beginning of the academic year and each programme adheres to the academic calendar made by the University along with the college schedule. Each faculty prepares semester-wise Lesson Plan of their subject and get it approved by the Head of the Department. The course plan includes the schedule of tests, assignments, presentations and exams beforehand to provide enough time for revision.
- Feedback system is implemented as per the suggestion of IQAC to analyze the effectiveness of the teaching learning process of student and faculty members. Various feedback forms such as Students entry level feedback, Subject-wise feedback, Students exit feedback, Alumni feedback and Teachers feedback are obtained and analyzed in detail for the betterment of the teaching –learning process.
- To improve the quality of faculty members, a self appraisal system has been introduced for the past two years through which their performance during the academic year is being assessed.

#### **6.5.3 Quality assurance initiatives of the institution include:**

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

**Response:** C. 2 of the above

File Description	Document
Upload details of Quality assurance initiatives of the institution	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>

NAAC



## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

##### Response:

In our institution, policy guidelines are followed strictly, such as maintaining gender equality at the time of admission, recruitment and administrative functions. The management has achieved the equality of men and women vitally. It has given a satisfaction and a pleasant feeling in boys and girls that they are in a safe and secure learning environment. The faculty members have never exhibited any discrimination inequality in the process of teaching. The institution has opened up equal opportunities for girls too in field of sports and allow them participate in District, State and National Level Competitions without any bias.

Our College has given chance of allocation equally for boys and girls while sharing the responsibility of organizing technical and non-technical events. The institution has made sincere efforts to maintain gender balance among under graduation students, post graduation students, research scholar, faculty and non faculty members with more than 50% of female representation. An effective method has been brought up in the college to promote the portrayal of women and men through a balanced presence in communication.

The faculty members have conducted regular classes on gender equality among students through group discussions, debates, public speaking etc., The College has ensured the participation of women students equally in inter and intra institutional competitions and cultural activities.

Our institution has inculcated two methods of combating gender inequality on campus, as a part of this essential commitment. The first one is to increase the representation of girls in leadership positions (rep of the class) equally to the boy's leadership positions. The second one closes the gender gap in academics and breaks up the stereotype convention by encouraging girl students to take up education in science and technology discipline equal to boys.

Our college provides counselling services, safety and security measures and common rooms equally for both men and women. Through the mentor system, faculty members have given individual counselling regarding various gender specific issues in students counselling centre. In academic counselling, at the time of admission students get counsel to choose their preferred major by senior faculty members.

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">View Document</a>

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



**measures**

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

**Response:** C. 2 of the above

File Description	Document
Any other relevant information	<a href="#">View Document</a>

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

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

**Response:**

Our institution has taken ample measures to make the waste into wealth by recycling them in an eco-friendly manner. Our College believes in let's go green and keep our campus clean by initiating environment friendly initiatives like, Rain water harvesting, Sewage Treatment Plant, Zero Water Discharge, No Smoking Zone, E-Waste Management are implemented. Environment consciousness is instilled in the minds of the students through tree plantations by NSS, Rotract club, other forums and departments. It is the chief rationale of the institutions which has added to the conducive atmosphere in the institution.

Recycling of wastes is divided into three parts:

- 1.Solid waste management
- 2.E- waste management
- 3.Liquid waste management

**Solid waste management:**

The waste generated in the campus include: wrappers, glass, metals, papers, plastics, Old News papers and used papers. Glass, metals, papers, plastics and other non-biodegradable wastes are segregated and disposed/Recycled for the benefit of Nature. Leaf litters from trees are disposed off for agricultural purpose. Apart from dry waste, Canteen and hostel generate an average of 5 to 10 kgs of organic waste per day and 10 kgs of processed food waste which are used for making manure. Sanitary napkin from girls' hostel and restroom are disposed in an environmental friendly way.

**E-Waste management**

Electronic equipments used in the campus are regularly maintained and repaired by the laboratory assistants and technical staff. The major problems are handled by the technical assistant in order to ensure minimum E-waste. The equipments which cannot be refurbished for re-use are dismantled and remanufactured as raw materials to be marketed as recyclable. The UPS batteries are recharged and repaired by the suppliers.

**Liquid waste management**

The liquid wastes spawns in the campus include: hostel, laundry, canteen effluent waste. The above waste is treated through (STP) Sewage treatment plant in our institute with a capacity of 45,000 that are received through the underground pipe lines. The entire water is reused by irrigating entire college garden. RO rejected water is effectively reused for flooding the green areas Sprinklers are installed in the garden to minimize water usage.

File Description	Document
Link for Geotagged photographs of the facilities	<a href="#">View Document</a>

**7.1.4 Water conservation facilities available in the Institution:**

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

**Response:** A. Any 4 or all of the above

File Description	Document
Any other relevant information	<a href="#">View Document</a>

**7.1.5 Green campus initiatives include:**

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

**Response:** B. 3 of the above

File Description	Document
Link for any other relevant information	<a href="#">View Document</a>

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

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

**Response:** E. None of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View Document</a>
Certificates of the awards received	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

**7.1.7 The Institution has disabled-friendly, barrier free environment**

- 1.Built environment with ramps/lifts for easy access to classrooms.
- 2.Disabled-friendly washrooms
- 3.Signage including tactile path, lights, display boards and signposts
- 4.Assistive technology and facilities for persons with disabilities ( Divyangjan) accessible website, screen-reading software, mechanized equipment
- 5.Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

**Response:** C. 2 of the above

File Description	Document
Any other relevant information	<a href="#">View Document</a>

**7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).**

**Response:**

Our institution plays an active role in providing an inclusive environment to maintain harmony and national assimilation. Our institution is located in a rural atmosphere. Various events are organized in the campus throughout the year to instil in the mind of students about the ethics of tolerance, harmony towards socio economic and other diversities. Such events leave a lasting impact in the mind of the youth about

society's cultural thoughts.

We believe in our unity emerging from our diversity. As the students are from multi lingual societies they should be trained to respect different religions, languages and culture. An institution is always the second home for the students as well as staff members and our's is no exception. All the staff members feel at home while they are in campus. They greet and wish each other on various festivals which are integral part of our life. This is encouraged by the institution and the institution also sponsors some festivals to be celebrated in the campus. This helps in preserving and nurturing social, religious and communal tranquillity.

Our students are always encouraged to celebrate festivals like pongal, onam, Christmas etc., to establish the communal and spiritual harmony. To stand for our Indian culture, traditional dress competition and fashion show are conducted in Annual Day Celebrations.

Our institution carries out periodical Health Camps, Eye Camps for the underprivileged to bring awareness among them on health and hygiene. E-governance is also pointed to update students with regular curriculum.

Rotaract clubs has also been established to develop leadership and proficient skills among the students. Women's forum is functioning to bring awareness among girl students about their rights and responsibilities. NSS and YRC always ready to lend a helping hand in times of need to the needy. Awareness on the harmful effects of Tobacco and tobacco products is organized every year to create awareness to the general public. Tamil Elakkia Mandram and ELA work for developing the skill among the students for different languages.

Since the institution has students from Kerala, Tamil Nadu and even abroad it is a spectrum of diverse students and the institution does not leave any stone unturned for promoting all inclusive environment within the campus.

File Description	Document
Link for any other relevant information	<a href="#">View Document</a>

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

##### **Response:**

Our college is a role model for the best governance and commonwealth. Not only the pupils and staff member but every citizen of the town respects the institution for its contribution towards social development. The institution has exemplified the fundamental rights, duties, values and responsibilities of citizens as stated in the constitution of India by providing and educating the path for individual decorum, equality, justice, constitutional rights and sovereignty, Rule of law, equity and respect and the superiority of the constitution in the national life.

Every year Republic day is celebrated on the 26th Jan by organizing activities highlighting the importance

of Indian Constitution. Independence Day is also celebrated on the 15th Aug every year to highlight the struggle for our freedom and the importance of patriotism. The occasions are unutilized and recollected to remember the struggle for freedom and the value of the National Flag and National Anthem. The celebration is attended by the Students, Teaching and Non-teaching Staff, Guests and Local public. Flag hosting with National anthem and oath of national truthfulness followed by distribution of sweets is the regular etiquette of the programme. Consequently all of us are made-up to maintain the solemnity of our constitution by not mollycoddle in any actions which infringe them in correspondence and will.

Every year the institute organizes Blood Donation Camp to create awareness among students about the need to donate blood voluntarily to save someone's life. The students are sensitized on the significance of the activity and are motivated to involve themselves in saving the life of the citizens of India. The students are also made to understand the benefits and importance of blood donation.

Apart from Independence Day and Republic Day. Our college also celebrates many important days such as Yoga Day and World Environment Day. The institution organised Human Chain for "safe water" theme and organised a health check up camp for the welfare of the students and staff members. NSS volunteers of our institution involve themselves in sanitation, personal hygiene in adopted villages, rally on Antiplastics, visit old age homes and orphanages every year and offer them with dresses and sweets.

Many of our faculty members deliver lectures on the constitutional obligations, national unity and social harmony in the college, town and in nearby village through the students. Ethical values, Human values and Rights, responsibilities as a citizen of India are taught through these programmes to the students in making them good citizen of our mother land.

**7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

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

**Response:** C. 2 of the above

<b>File Description</b>	<b>Document</b>
Code of ethics policy document	<a href="#">View Document</a>

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

**Response:**

The institution regularly organizes national and international festivals to commemorate the days of great personalities with enthusiasm and vigour. Our students are on a vocation towards a better India by the

determination to celebrate these days without any discrimination based on caste or creed through the programmes conducted on these days. Our college enacts cultural diversity approach towards all religious functions and encourages the students and faculty to showcase the same and also get to know the importance of these functions by involving them whole heartedly on these occasions. Our college celebrated festivals like: Pongal, Diwali, Ayuthapooja, Onam and Christmas with traditional gaiety thereby promoting religious harmony.

### **Independence Day and Republic day**

Independence Day and Republic day are celebrated by the management. All the students, faculty and non faculty members participate and exhibit their patriotism. The program begins with the flag hosting, followed by singing of national anthem, welcoming of chief guest, speech by the chief guest and students. The programs end with the vote of thanks.

### **Teachers' day**

It is celebrated every year by the students on 5th of September by organizing a programme for the teachers in the auditorium or in the classroom which includes dance, singing and also games for the teachers.

### **Fresher's Day, Farewell Day and Cultural Day**

These events are conducted exclusively for the students followed by dance, singing, skits, instrument play, mimicry, chief guests' speech, fun games and finally with prize distribution. Some important days like, National Science Day, National Road Safety Day, World Environment Day, World No-Tobacco Day, Blood Donation Day are celebrated in our college.

Gandhiji, Dr. Radha Krishnan, Srinivasa Ramanujan are praised in our institution. The 2nd October every year is celebrated to remember the Father of our nation and his non-violence in getting independence. The day is announced as a national occasion and the college declared a holiday on this day. The need to spread the truth, peacefulness and trustworthiness is emphasized among the students.

File Description	Document
Link for any other relevant information	<a href="#">View Document</a>

## **7.2 Best Practices**

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

**Response:**

**Best Practice 1:**

**1. Title of the practice:** Organic farming and Vermicompost Unit



## 2. Objectives of the practice:

The intension aim of the practice is

- To conserve endangered medicinal plants and native vegetables
- To adhere / sustain waste management
- To develop the entrepreneurship skill among the scholars
- To bring an awareness among farmers regarding organic farming
- To train the academicians and public about vermicompost and vermiculture

## 3. Context:

The institution has around of 14 acres of land. Apart from the buildings there is enough space available for tree plantation and cultivation. Increasing the consciousness about conservation of environment, health hazards caused by agrochemicals and to create an awakening about many useful species which are on the verge of extinction, the institution decided to sustain the endangered medicinal plants and native vegetables by practicing organic farming using vermicompost as manure. As most of our students hail from agrarian families they exhibited a readiness to take part in the practice and gaining awareness on organic farming.

## 4. Practice:

The college has sufficient land for organic farming which is one of the unique initiatives of the college where the available land is used for the cultivation of medicinal plants, native vegetables and mushroom. The organic waste collected from the garden such as grass clippings, dried leaves, spent mushroom substrate, vegetable waste from the campus (including mess and canteen) are decomposed in the vermicompost unit in the campus. The manure obtained is utilized for our farming purpose. The products obtained out of this practice are marketed in the campus as well to the public. The college is sharing its continuous exposure to the farmers towards organic farming and its importance in agriculture practice.

## 5. Evidence of Success:

- Medicinal plants cultivated in the garden are utilized by the faculties as a traditional medicine.
- Yield of vegetables is appreciable by the use of organic manure.
- Many college and school students visited vermicompost unit and gained knowledge about the same.
- After visiting our campus, vermicompost units have been established in three neighbouring institutions in our district under our guidance.
- Worms maintained in our unit is regularly supplied to the Karandi and Perundurai Panchayat for their use.
- A good number of farmers have benefitted by the awareness program on organic farming and have implemented it in their farms.

## 6. Problems Encountered & Resource Required:

Worms and plants maintenance is crucial due to water shortage during summer.

## Best Practice 2:

**Title:** Renewable Energy production and conservation

**Objective:**

The main objective of the practice is

- To conserve non renewable energy source by using renewable energy (solar energy)
- To meet the power requirement of the campus through solar power

**Context:**

Energy conservation is one of the the efforts initiated to reduce the consumption of power to the minimal level. Energy conservation measures in buildings reduces the need for energy service from non renewable source and can result in increased environmental quality, national security and personal financial security. In this context institution has initiated the use of solar energy (renewable resource) in the campus.

**Practice:**

The college has taken a lead in deploying rooftop solar powered system for electricity generation, thereby reducing the dependence on conventional power supply. There are 64 solar panels installed in our campus with a total capacity of 20KV. Nearly 30 - 40 units per day are generated from solar power. The power requirement of the college is about 7000units per month of which about 20% of the energy is being met from the solar power. About 16 solar street lamps have also been installed and maintained in the campus separately.

**Evidence of Success:**

Solar panels connected to the power supply grid generate 20KV of solar electricity. This meets about nearly one fifth of the total power requirements of the campus. The solar street lamps are also successfully illuminated. Thus renewable energy source is used to minimize the non renewable energy.

**Problems encountered and Resource required:**

- Cleaning of solar panels is a risky task since it may lead to damage of thee solar panels which are costly to repair.
- Maintenance of battery is also a risky affair.

File Description	Document
Link for Best practices in the Institutional web site	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

**7.3 Institutional Distinctiveness****7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust**



**within 1000 words**

### **Response:**

Bharathidasan College of Arts and Science, Erode, is run by Vivekananda Educational trust on 31st January 1995, with a vision to impart value-based education to create innovators and to uplift, the rural youth to face the challenges of the society along with a mission Institution aims to provide job oriented education, improve professional skills, give Training and Research Facilities and to create an amicable environment for learning.

Empowering the rural youths with Higher Education will give them unique identity to the nation. In our country most of our population live in the rural part of the nation. Our college emblem depicts a LOTUS, an OPEN BOOK and a LIGHTED KUTTHUVILAKKU. While the lotus represents purity of mind, the open book indicates the thirst for knowledge and the lighted kutthuvilakku symbolizes the light of wisdom and also stands for dispelling the darkness of ignorance. The motto inscribed on the emblem inspires the youth to perform the righteous acts with knowledge, skill, courage and kindness.

Our college is located in the rural location of Ellispettai, 15 kms from Erode. Our college is one of most preferred colleges in the surroundings of Erode, Perundurai, Tiruppur, Anthiyur, by rural students who are socially and economically challenged, but trying to fly high in society with educational values. The College is functioning mainly for the middle class people who will be emerging as first graduates from their family. The past academic year admission records reveal that our College is preferred by the rural youth after the completion of higher secondary course where Higher education is provided with minimum fee.

The Distinctiveness of the institution has made students to prefer the college as first choice. The specialties of the institution that make it distinct from other institutions are **free bus facility** for students and staff members, **group insurance policy** for students and their family members and **remedial coaching** for average and underperforming students.

### **Free Bus Facility**

Since most of the students are from rural background and from faraway places the institution has provided 25 Free Buses and one Van facility to Students, the Faculty members and Non Teaching staff. Even though ours is self financing institution, management is keen on the welfare of rural youth. They provide free bus facility to all areas covering Tiruppur, Sathy, Athiyur, Erode, Bhavani, Kodumudi etc., which are nearly 85 kms away from college. An expense of nearly one core is spent on fuel and maintenance still it is managed by management with minimal fee structure affordable to the middle class and needy students. The hospitality to drivers and non teaching staff members provided by college management is worth mentioning.

### **Group Insurance Policy**

Life is a collection of excepted and unexpected events where unwanted things may happen in a person's life. Sometime students may face situations which may warrant them to discontinue their study, due to unforeseen incidents in their family or he/she meets with an accident. To handle this critical phases the Group insurance policy of our college is leading a helping hands by providing the much needed financial support to them. A General group insurance policy with a cover of one and half lakhs is assured

for all the members of Bharathidasan College of Arts and Science family.

### Remedial Coaching

Most of our students are coming from the rural background and the bridge course is conducted at the beginning of their graduation programme to bridge the gap between school education and Higher education. Still few students may not be able to perform to the maximum level in attaining the aggregate percentage in end of their examinations.

To overcome this problem of the students, the institution has started the remedial coaching for the past 5 years. After the publications of results by Bharathiar University at the end of the semester examinations, a list of students who are not able to achieve the minimum marks is prepared. They are assembled during lesser hours / after working hours, and are trained to take tests and clearing the doubts in the concerned subjects. The previous year question papers are given to them and are asked to prepare for the upcoming semester subsequently their performance is analyzed with the end semester examination result. The average pass percentage for the entire college is good at record. It is one of the measures that assure most of the student graduate in time.

File Description	Document
Link for appropriate web in the Institutional website	<a href="#">View Document</a>

## 5. CONCLUSION

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### **Additional Information :**

Preparation for accreditation by NAAC has been under taken with all sincerity and all possible efforts have been in this area. It has helped the institution to critically look at our strengths and opportunities to rectify the weaknesses in all our academic and administrative activities. Though the institution is situated in a remote rural area and faces all employee challenges, it has been working successfully for past twenty six years. The college has been imparting value based education at affordable cost. By and large, the college has been deputed as one of the best for co-education within the vicinity of Erode. It offers 15 UG and 7 PG programmes along with Research Programmes. To make teaching and learning ICT enabled, smart boards and LCD projectors are used and Wi-Fi network coverage has been provided throughout the campus. CCTV cameras fixed at various places in order to ensure the safety and security of the students and staff. The institution is a plastic free campus with rainwater harvesting pits to create environmental awareness among students.

### **Concluding Remarks :**

The Institutions was established in 1995. A group of philanthropic persons in and around Erode joined together and formed an educational agency under the trust and created the best infrastructure, good library resources, sports and artistic facilities to impart holistic education to the learners in the context of its mission, vision and core values. The institution provides scholarship by itself and also through government to the meritorious students

The faculty members gladly demonstrate towards achieving the revelation of this institution with their altruistic hard work. Competent, senior, well experienced and committed faculty members and their contribution in research is the main strength of our establishment and thus the college is set to attain many new pinnacles in the forthcoming years.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p><b>Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years</b></p> <p>1. <b>Academic council/BoS of Affiliating university</b> 2. <b>Setting of question papers for UG/PG programs</b> 3. <b>Design and Development of Curriculum for Add on/ certificate/ Diploma Courses</b> 4. <b>Assessment /evaluation process of the affiliating University</b></p> <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: E. None of the above Remark : Relevant documents has not provided by HEI.</p>																				
1.2.1	<p><b>Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b></p> <p>1.2.1.1. <b>Number of Programmes in which CBCS / Elective course system implemented.</b> Answer before DVV Verification : 21 Answer after DVV Verification: 24</p> <p>Remark : DVV has made the changes as per IIQA.</p>																				
2.1.2	<p><b>Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)</b></p> <p>2.1.2.1. Number of actual students admitted from the reserved categories year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>762</td><td>832</td><td>876</td><td>724</td><td>796</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>683</td><td>646</td><td>711</td><td>676</td><td>735</td></tr></table> <p>Remark : DVV has made the changes as per provided report of SC, ST and OBC by HEI.</p>	2019-20	2018-19	2017-18	2016-17	2015-16	762	832	876	724	796	2019-20	2018-19	2017-18	2016-17	2015-16	683	646	711	676	735
2019-20	2018-19	2017-18	2016-17	2015-16																	
762	832	876	724	796																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
683	646	711	676	735																	
2.6.3	<p><b>Average pass percentage of Students during last five years</b></p> <p>2.6.3.1. <b>Number of final year students who passed the university examination year-wise</b></p>																				

**during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
446	501	523	601	624

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
451	518	564	618	663

**2.6.3.2. Number of final year students who appeared for the university examination year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
723	586	658	723	766

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
729	602	708	746	808

Remark : DVV has made the changes as per provided report by HEI.

4.2.2

**The institution has subscription for the following e-resources**

1. **e-journals**
2. **e-ShodhSindhu**
3. **Shodhganga Membership**
4. **e-books**
5. **Databases**
6. **Remote access to e-resources**

Answer before DVV Verification : C. Any 2 of the above

Answer After DVV Verification: B. Any 3 of the above

Remark : DVV has select any 3 of the above as per sl no- 1, 2, 3 as shared by HEI.

4.2.4

**Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the last completed academic year****4.2.4.1. Number of teachers and students using library per day over last one year**

Answer before DVV Verification : 242

Answer after DVV Verification: 48

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

5.3.1

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
5	57	18	8	6

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
4	55	10	5	5

Remark : DVV has not consider provided certificate of appreciation by HEI.

7.1.6

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

1. Green audit

2. Energy audit

3. Environment audit

4. Clean and green campus recognitions / awards

5. Beyond the campus environmental promotion activities

Answer before DVV Verification : A. Any 4 or all of the above

Answer After DVV Verification: E. None of the above

Remark : DVV has made the changes as per HEI clarification.

## 2.Extended Profile Deviations

ID	Extended Questions				
1.2	<b>Number of programs offered year-wise for last five years</b>				
	Answer before DVV Verification:				
	2019-20	2018-19	2017-18	2016-17	2015-16
	30	30	30	30	28
	Answer After DVV Verification:				
	2019-20	2018-19	2017-18	2016-17	2015-16
	24	24	24	24	24
2.2	<b>Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during</b>				

**last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1154	1069	1177	1162	1300

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
797	738	813	802	897