



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		KOVAI KALAIMAGAL COLLEGE OF ARTS AND SCIENCE
Name of the head of the Institution		Dr.N.Mala
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04222970131
Mobile no.		9500564940
Registered Email		kkcas@kkcas.edu.in
Alternate Email		mala.kkcas@gmail.com
Address		Kovai Kalaimagal College of Arts and Science, Vellimalaipattinam, Narasipuram, Thondamuthur (Via), Coimbatore
City/Town		Coimbatore
State/UT		Tamil Nadu

Pincode	641109																								
<b>2. Institutional Status</b>																									
Autonomous Status (Provide date of Conformant of Autonomous Status)	13-Jun-2016																								
Type of Institution	Co-education																								
Location	Rural																								
Financial Status	private																								
Name of the IQAC co-ordinator/Director	Ms.E.Karthika																								
Phone no/Alternate Phone no.	04222970132																								
Mobile no.	9994158570																								
Registered Email	karthikareach@gmail.com																								
Alternate Email	karthika@kkcas.edu.in																								
<b>3. Website Address</b>																									
Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.kkcas.edu.in/pdf/AQAR_Report_17_18.pdf">http://www.kkcas.edu.in/pdf/AQAR_Report_17_18.pdf</a>																								
<b>4. Whether Academic Calendar prepared during the year</b>	Yes																								
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://www.kkcas.edu.in/pdf/KKCAS_CALENDER.pdf">http://www.kkcas.edu.in/pdf/KKCAS_CALENDER.pdf</a>																								
<b>5. Accrediation Details</b>																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>A</td> <td>3.02</td> <td>2011</td> <td>16-Sep-2011</td> <td>15-Sep-2016</td> </tr> <tr> <td>2</td> <td>A</td> <td>3.01</td> <td>2016</td> <td>05-Nov-2016</td> <td>31-Dec-2021</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	A	3.02	2011	16-Sep-2011	15-Sep-2016	2	A	3.01	2016	05-Nov-2016	31-Dec-2021
Cycle	Grade	CGPA	Year of Accrediation	Validity																					
				Period From	Period To																				
1	A	3.02	2011	16-Sep-2011	15-Sep-2016																				
2	A	3.01	2016	05-Nov-2016	31-Dec-2021																				
<b>6. Date of Establishment of IQAC</b>	10-Jun-2010																								
<b>7. Internal Quality Assurance System</b>																									

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
College Council Meeting	18-Jun-2018 1	12
Research Committee Meeting	20-Jun-2018 1	12
FDP on NAAC Initiatives and Reforms in the Revised Accreditation Framework	02-Jun-2018 1	55
Planning and Evaluation Committee Meeting / IQAC Meeting	07-Jun-2018 1	20
Extra-Curricular Activities Committee Meeting	11-Jun-2018 1	10
Library Advisory Committee Meeting	12-Jun-2018 1	12
General Council Meeting	12-Jun-2018 1	65
Anti Ragging Committee Meeting	13-Jun-2018 1	12
Placement Committee Meeting	14-Jun-2018 1	15
Student's Welfare Committee Meeting	18-Jun-2018 1	12
<a href="#">View File</a>		

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>No Data Entered/Not Applicable!!!</b>				
<b>No Files Uploaded !!!</b>				

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

**Yes**

Upload latest notification of formation of IQAC

[View File](#)

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

**2**

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional

**Yes**

website	
Upload the minutes of meeting and action taken report	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No

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

- Introduction of Outcome Based Education.
- Arranging for employability skill development programs.
- Curriculum has been modified in accordance with the curriculum prepared by UGC.
- To keep the mind and body healthy, yoga practice is made compulsory.
- Project work had made compulsory for all the final year students in order to help the students to apply practically whatever they have learnt theoretically.

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

Plan of Action	Achievements/Outcomes
To inaugurate the student's associations for organizing various activities on ASK (Attitude, Skill, Knowledge) model.	The associations of ELF, MAZE, CARVE, SKILL, COMPAC, FUENTS, EXPEDIENT has been inaugurated, Guest lectures and Workshops were arranged to enhance the practical knowledge of the students and for their holistic development.
To inaugurate the various clubs	Eco Club, Auditors Club, Fine Arts Club, Citizen Consumer Club, Red Ribbon Club, Sports Club, Talkers Club, Women Empowerment Cell and Entrepreneurship Development Cell were inaugurated so as to enable the students to involve and develop leadership skills.
To provide training for Campus Placement.	Placement training programs were organized focusing on activities such as Communication exercises, Online test, Aptitude test, News upbeat, Group Discussion, Mock Interview, Mock Group Discussion, preplacement training has been arranged for the students.
To provide Interactive Learning	Interactive Learning Sessions were arranged through elearning platform.
To improve student-teacher interaction and to assess the students progress in an effective manner the new technology and new teaching methods to be adopted.	Moodle server, ICT enabled class rooms, labs and Google classroom, Application like Khahoot, Hot Potatoes were used for teaching and evaluation.
Seminars, lectures and faculty development programmes to be conducted.	38 Guest Lectures / Workshops, 1 National Conference and 3 Faculty

	Development Programmes were organized
More industrial visits to be arranged to expose the students for the real industrial environment	Seven Industrial visits were organized for the students.
To introduce internship training for final year students.	Arranged internship for 67 students.
To make the faculty and students to present papers in conferences/Seminars.	98 papers were presented.
To make the faculty and students to publish the research papers in reputed Journals	36 papers were published.
To motivate the Faculty Members to register/complete Ph.D	One faculty member registered.
To introduce sports hours for all UG courses	Every week 2 hours was allocated for sports.
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<b>14. Whether AQAR was placed before statutory body ?</b>	Yes
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Name of Statutory Body	Meeting Date
Governing Body	30-Nov-2018

<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
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<b>16. Whether institutional data submitted to AISHE:</b>	Yes
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Year of Submission	2019
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Date of Submission	29-Jan-2019
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<b>17. Does the Institution have Management Information System ?</b>	Yes
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If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The complete administrative and academic activities are computerized and we have the modules such as academic, admission, fee collection, HR and payroll, feedback, examination, inventory, asset, budget and accounts management, news events, circulars, alumni, hostel mess, library, transport, training placement reports, email SMS and office management covering the following activities. hence the management is well informed about whatever activity that is
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conducted in the college immediately. The applications issued, applications received, government and university guidelines for admissions, selection of students, payment of tuition and other fees, balance of payment if any. In the beginning of the academic year IQAC meeting is convened and the various activities to be conducted during that year for the enhancement of quality are discussed and finalized and also the proposed dates for conducting such activities for follow up. The schedule for Continuous Internal Assessment tests, model examination, End Semester Examination, central valuation, meeting of the passing board, publication of results are also decided in the examination committee and computerized. The schedule for giving placement training to the students by the companies TCS, Infosys and ICT Act are finalized in consultation with the companies and the schedule for conducting finishing school programme for the pre final year students are also decided and the dates of the visits of the companies for recruiting the students, budget prepared for the different departments submitted to the management, students profile, their attendance, their academic progress, their irregularities, involvement in disciplinary activities, their participation in cocurricular, extracurricular and cultural activities, presentation of papers in seminars, publication of papers in journals, the marks scored in end semester examinations, their attendance in placement interviews, the placement details, details of scholarships obtained from the state and central governments, the management, NGOs and the private agencies, alumni, their participation in sports and games and other competitions, the laurels achieved, the academic accolades are all computerized for ready reference by the management. The personal details of faculty members, additional qualification acquired, faculty development programmes organized and attended, papers presented in seminars, publications in journals, books written, awards and rewards received, research activities, projects undertaken, lesson plan and course

plan, class schedule, leave details, monthly report of activities of various departments, feedback of different programmes organized, feedback about the curriculum, infrastructure facilities, training programmes organized and placement of students from all the stakeholders and follow up action etc., are computerized up to date information to the management. Stock taking report of library, laboratory and furniture, items to be placed, repaired and newly purchased are computerized.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Design and Development

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

Name of Programme	Programme Code	Programme Specialization	Date of Revision
MSc	MIT	Information Technology	26/04/2018
MCom	MCC	Commerce with Computer Applications	26/04/2018
MCom	MIB	International Business	26/04/2018
BSc	BMC	Mathematics with Computer Applications	26/04/2018
BSc	BCS	Computer Science	26/04/2018
BCA	BCA	Computer Applications	26/04/2018
BSc	BIT	Information Technology	26/04/2018
BCom	BCM	Commerce	26/04/2018
BCom	BCC	Commerce with Computer Applications	26/04/2018
BCom	BCP	Commerce with Professional Accounting	26/04/2018
BBA	BAC	Business Administration with Computer Applications	26/04/2018
MSc	MSC	Computer Science	26/04/2018

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

year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
BSc	Mathematics with Computer Applications	04/06/2018	Programming in C (18U3MCCT08), Programming in C Practical (18U3MCCP09), Visual Basic (18U5MCCT16), Visual Basic Practical (18U5MCCP17), Mat Lab (18U6MCCT20), Mat Lab Practical (18U6MCCP21)	04/06/2018
BSc	Computer Science	04/06/2018	Mathematical Aptitude for Competitive Examinations -I,II,III (18U1SBST01,18U2SBST02,18U3SBST03), Floriculture (18U4NMET02), Artificial Intelligence and Expert System (18U6CSET3A)	04/06/2018
BCA	Computer Applications	04/06/2018	Mathematical Aptitude for Competitive Examinations -I,II,III (18U1SBST01,18U2SBST02,18U3SBST03), Floriculture (18U4NMET02), Artificial Intelligence and Expert System (18U6CAET3A)	04/06/2018
BSc	Information Technology	04/06/2018	Mathematical Aptitude for Competitive Examinations -I,II,III (18U1SBST01,18U2SBST02,18U3SBST01), Floriculture (18U4NMET02), Artificial Intelligence and Expert	04/06/2018



			System (18U6ITET3A)	
BCom	Commerce	04/06/2018	Mathematical Aptitude for Competitive Examinations -I,II,III (18U1SBST01,18U2SBST02,18U3SBST03), Tally Practicals (18U4CMCP11), Floriculture(18U4NMET02)	04/06/2018
BCom	Commerce with Computer Applications	04/06/2018	Mathematical Aptitude for Competitive Examinations -I,II,III (18U1SBST01,18U2SBST02,18U3SBST03), Tally Practicals (18U2CCCT06), Floriculture(18U4NMET02)	04/06/2018
BCom	Commerce with professional accounting	04/06/2018	Mathematical Aptitude for Competitive Examinations -I,II,III (18U1SBST01,18U2SBST02,18U3SBST03), Tally Practicals (184CPCP11), Floriculture(18U4NMET02)	04/06/2018
BBA	Computer Applications	04/06/2018	Mathematical Aptitude for Competitive Examinations -I,II,III (18U1SBST01,18U2SBST02,18U3SBST03), Photoshop coral Draw (18U5ACCT17), Entrepreneurship development (18U6ACCT21), Management Information System (18U4ACAT04)	04/06/2018
MSc	Computer	04/06/2018	Big Data	04/06/2018

	Science		Analytics (18P3CSCT15), Digital Image Processing (18P3CSCT16), Cyber Security (18P2CSET1D)	
MSc	Information Technology	04/06/2018	Neural Network and Fuzzy Logic18P2ITET1B, Big Data Analytics18P3ITET2C, Python Programming18P2ITCT09, Python programming - Practical18P2ITCP12	04/06/2018
MCom	Computer Applications	04/06/2018	Business Research Methods (18P3CCCT12), Visual Basic (18P3CCCT13), C and Tally Practicals (18P2CCCP11, Direct Taxes (18P4CCCT17), Indian Stock Exchanges (18P3CCET1A), Marketing of Financial Services (18P4CCET2B), Export and Import Procedures	04/06/2018
MCom	International Business	04/06/2018	Foreign Exchange Management (18P1IBCT04), Export Import Finance (18P2IBCT05), Tally ERP.9 Practical (18P3IBCP12)	04/06/2018
No file uploaded.				

## 1.2 – Academic Flexibility

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

Programme/Course	Programme Specialization	Dates of Introduction
BA	English Literature	04/06/2018
PhD or DPhil	Computer Science	04/06/2018
<a href="#">View File</a>		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	Mathematics with Computer Applications	04/06/2018
BSc	Computer Science	04/06/2018
BCA	Computer applications	04/06/2018
BSc	Information Technology	04/06/2018
BCom	Commerce	04/06/2018
BCom	Commerce With computer Applications	04/06/2018
BCom	Professional Accounting	04/06/2018
BBA	Business Administration with Computer applications	04/06/2018
MSc	Computer Science	04/06/2018
MSc	Information Technology	04/06/2018
MCom	Commerce with Computer Applications	04/06/2018
MCom	International Business	04/06/2018

**1.3 – Curriculum Enrichment**

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Mathematical Aptitude for Competitive Examinations III, Communication Skills I	04/06/2018	242
Mathematical Aptitude for Competitive Examinations IV, Communication Skills II	03/12/2018	242
Mathematical Aptitude for Competitive Examinations I	04/06/2018	259
Mathematical Aptitude for Competitive Examinations II	03/12/2018	259
Food Science and Nutrition	04/06/2018	242
Floriculture	03/12/2018	242
Aptitude and Soft Skills I	04/06/2018	236
Aptitude and Soft Skills II	03/12/2018	236

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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCA	Computer Applications	8
BCom	Commerce	25
BCom	Professional Accounting	19
MCom	Computer Applications	16
BSc	Information Technology	1
BBA	Computer Applications	3
BSc	Computer Science	6
BCom	Commerce	6
BCom	Professional Accounting	8
BSc	Mathematics With Computer Applications	6
BCom	Computer Applications	5
<a href="#">View File</a>		

### 1.4 – Feedback System

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

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>Feedback about the faculty performance and the curriculum offered is obtained from the students once in a semester. Regarding performance of the faculty, the students are required to give their feedback about their preparedness for the class, clarity in expression, legibility of handwriting on the board, coverage of the syllabus, course material given to the students, proper explanation with suitable examples given in the class, punctuality of the faculty, courteous and impartial attitude of the teachers towards the students, motivation provided, assistance and counseling offered by the faculty whenever required. The students are asked to give scores from zero to five depending on their assessment about each characteristic for each subject and each faculty. After obtaining the feedback, Mean Score for each characteristic for each subject and each teacher are found out and tabulated. Then overall mean for each faculty is also found out. If any faculty secured a score of four and above is considered to be a good faculty, three and above is considered to be above average and those who secured three and less than three are considered to be teachers who require guidance if it is the first time, warning if it is a second time and termination if it is after that. The faculty whose score is minimum in certain characteristics are personally counseled and proper guidance is also given for their improvement. Usually majority of the teachers improve themselves in subsequent feedbacks. Feedback is also obtained from the students about the curriculum that is being offered. In the feedback, the students assess the</p>

depth of the course content including project work, extent of coverage, employment orientation applicability to the real life situation, learning values, clarity and relevance of the reading material, scope for participatory learning and inclusion of topics relevant to competitive examinations etc. Here again the students were asked to give rating for different parameters as A,B,C D. Whenever it is found a particular parameter is given a scoring of C D, efforts are taken to suitably modify the curriculum so that the particular parameter takes care of the aspect as per the expectation of the students similarly if major changes are demand by the expert opinion is obtained, consultation is done with the members of the faculty and is placed before the Board of Studies for discussion, suggestion and inclusion. Feedback is obtained from the teachers of the other autonomous colleges belonging to the same faculty regarding the adequacy of the curriculum in covering whatever subject is required to be covered as per the industry demands and any extra training to be provided for improving the employability skills of students. Similarly regarding the curriculum that was offered, topics to be included, obsolete topics to be removed and any additional training to be provided for the development of the skills and attitude of the students, their suggestions were invited. Meaningful and feasible suggestions of teachers and alumni are immediately implemented after consultation with the academic and industry experts.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MPhil	Computer science	12	1	1
MPhil	Commerce	5	0	0
PhD or DPhil	Commerce	6	1	1
PhD or DPhil	Computer Science	6	0	0
BSc	Mathematics with computer applications	40	12	8
BSc	Computer Science	120	35	28
BCA	Computer Applications	60	8	4
BSc	Information Technology	60	34	30
BCom	Commerce	120	70	66
BCom	Commerce with computer applications	120	72	69
BCom	Professional accounting	50	32	29
BBA	Business adminstration with computer applications	50	31	31

MSc	Computer science	30	17	17
MSc	Information Technology	40	5	5
MCom	Commerce with Computer applications	30	16	16
MCom	International business	40	8	7
<a href="#">View File</a>				

## 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	806	69	62	12	50

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
62	62	5	5	5	3

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

Once the students join a program, the college takes care of each and every individual student through the tutorial system. In this system there is a tutor for group of 30 students in a class. The students allotted under a tutor will be under his/her care till the students complete the course. It is the responsibility of the tutors to monitor the students attendance, their behavior in the class their involvement and interest in learning a subject, the efforts taken by them in sincerely preparing for continuous Internal Assessment model examination and end semester examination their involvement in sports and games, in cultural activities, in social services activities and in participating all the other competition. When the student is found irregular to the class the student is called individually to find out the reason for his/ her dis interest in attending the class and once it is found out, our proper counseling and guidance will be given to the students and efforts are taken to reduce his/her grievance if expressed, if there is a need, their parents are also invited and counseling is given to the Parents, how to deal with the students in the adult stage. If the students do not show the interest in listening to the class, the reason for the same will be found out by having personal discussion with the students and proper motivation is given to the students and make him / her to develop his attitude and gradually show interest in the subject. If the method of teaching is not upto the expectation of the students, the particular teacher is counseled to change his/her method of teaching so as to create the interest among the students to listen the class. If the students do not show progress in their studies and if the students get fail marks in the test conducted then the reason for the same is spot out, then the tutors will try to understand the learning difficulties and arrange for additional coaching so that they will show an improvement in the subsequent test. If the fast learners are identified then proper guidance is given to such students so as to prepare well and excel in the End Assessment Examinations. They are also advised to choose one or two extra credit courses so that they will be benefited and will be one step ahead of others when they appear for an interview. Since the tutors travel along with the allotted set of students for 3 years they could understand the talents of the student not only in the academic, but also in sports and games therefore it becomes their responsibility to make them get involved not only in sports and games but also in cultural activities and participate in a competition whenever they are held. It is also their responsibility to imbibe in the

minds of students, social responsibility and get them involved in social services activities.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
806	62	1:15

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
62	62	0	22	9

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr.N.Mala	Principal	"Best Academician Award" By Lions Club of Coimbatore Kongu.
2018	Dr.N.Mala	Principal	"Anbaana Aasiriyar Viruthu" By SIBI IAS Academy.

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## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MCom	MIB	I/IV/2018	29/11/2018	14/12/2018
BSc	BIT	I/III/V/2018	29/11/2018	14/12/2018
BCA	BCA	I/III/V/2018	29/12/2018	14/12/2018
BSc	BMC	II/IV/VI/2019	09/05/2019	24/05/2019
BSc	BCS	II/IV/VI/2019	09/05/2019	24/05/2019
BCA	BCA	II/IV/VI/2019	09/05/2019	24/05/2019
BSc	BIT	II/IV/VI/2019	09/05/2019	24/05/2019
BCom	BCM	II/IV/VI/2019	09/05/2019	24/05/2019
BCom	BCC	II/IV/VI/2019	09/05/2019	24/05/2019
BCom	BCP	II/IV/VI/2019	09/05/2019	24/05/2019
BBA	BAC	II/IV/VI/2019	09/05/2019	24/05/2019
MSc	MCS	II/IV/2019	09/05/2019	24/05/2019
MSc	MIT	II/IV/2019	09/05/2019	24/05/2019
MCom	MCC	II/IV/2019	09/05/2019	24/05/2019

MCom	MIB	II/IV/2019	09/05/2019	24/05/2019
BSc	BMC	I/III/V/2018	29/11/2018	14/12/2018
BSc	BCS	I/III/V/2018	29/11/2018	14/12/2018
BCom	BCM	I/III/V/2018	29/11/2018	14/12/2018
BCom	BCC	I/III/V/2018	29/11/2018	14/12/2018
BCom	BCP	I/III/V/2018	29/11/2018	14/12/2018
BBA	BAC	I/III/V/2018	29/11/2018	14/12/2018
MSc	MCS	I/IV/2018	29/11/2018	14/12/2018
MSc	MIT	I/IV/2018	29/11/2018	14/12/2018
MCom	MCC	I/IV/2018	29/11/2018	14/12/2018
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
35	1549	2.25

## 2.6 – Student Performance and Learning Outcomes

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

[https://www.kkcas.edu.in/pdf/syllabus/BA\\_ENG/SR1\\_BA\\_English.pdf](https://www.kkcas.edu.in/pdf/syllabus/BA_ENG/SR1_BA_English.pdf)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BMC	BSc	Mathamatics With Computer Applications	15	15	100
BCS	BSc	Computer science	45	45	100
BCA	BCA	Computer applications	14	14	100
BCM	BCom	Commerce	56	56	100
BCC	BCom	Commerce with computer applications	44	43	98
BCP	BCom	Commerce with professional accounting	14	14	100
BAC	BBA	Business Adm instration with	24	24	100



		computer applications			
BIT	BSc	Information Technology	19	18	95
MIB	MCom	International Business	5	5	100
MCC	MCom	Commerce with computer applications	3	3	100
MIT	MSc	Information Technology	8	8	100
MCS	MSc	Computer Science	5	5	100
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

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

<http://kkcas.edu.in/pdf/igac/Students%20Satisfaction%20survey.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Promotion of Research and Facilities

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

No

No file uploaded.

3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

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

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

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

**No Data Entered/Not Applicable !!!**

### 3.3 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Guest Lecture on "How to make Powerful First Impression"	Information Technology	31/08/2018
Guest Lecture on " Ethics and Professional Responsibility in Computing"	Information Technology	05/09/2018
Value Based Programme on "Building Workplace Social Skills"	Information Technology	11/09/2018
One day Workshop on "EWallet"	Computer Applications	15/02/2019
Guest Lecture on the topic "Big Data Analytics"	Computer Applications	24/09/2018
Workshop on the topic "Internet of Things"	Computer Applications	12/02/2019
Lets read tamil with love	Tamil	20/08/2018
The Sky is the limit	Tamil	23/08/2018
Value Based Programme on the topic "Art of Living"	Computer Applications	17/09/2018
Guest lecture on "GST : Challenges and Opportunities - An Overview"	Commerce	24/08/2018
Guest Lecture on "Cash to Cashless Economy"	Commerce	10/09/2018
Workshop on "Digital Marketing"	Commerce	11/09/2018
Guest Lecture on "Team Work"	Commerce	14/09/2018
Value Based Programme on "The Power of Positive Thinking"	Commerce	20/02/2019
National Conference on "Innovation and Entrepreneurship in Digital Era"	Commerce	05/03/2019
Guest Lecture on " Automation on Accounting"	Commerce with Computer Application	31/08/2018
Skill Development Programme on "Power of Communication"	Commerce with Computer Application	18/09/2018
Guest Lecture on "Job Opportunities in Commerce Sector"	Commerce with Computer Application	28/09/2018
Workshop on "Animation Techniques"	Commerce with Computer Application	05/02/2019

Workshop on "Tax and E Filing"	Commerce with Computer Application	20/02/2019
Value Added Programme on "Ethical Issues in Business"	Commerce with Computer Application	21/02/2019
Guest Lecture on "Implementation of Accounting Standard and Risk Management"	Commerce with Professional Accounting	29/08/2018
A Lecture on " Impact of GST in Economic Development"	Commerce with Professional Accounting	14/09/2018
Workshop on "E Filing"	Commerce with Professional Accounting	18/02/2019
Skill Based Programme on "Leadership Skills of Great Digital Organisation"	Commerce with Professional Accounting	26/02/2019
seminar on "Recent trends in Entrepreneurial Strategies"	Business Administration with Computer Application	21/06/2018
Training programme on Team building and Team dynamics	Business Administration with Computer Application	23/06/2018
Skill based training on "Mailing Etiquettes and Social Networking for Professionals"	Business Administration with Computer Application	20/09/2018
Skill based programme on "Interview Techniques"	Business Administration with Computer Application	12/02/2019
Lecture on "Camp Objective of Entrepreneurship Awareness Programme"	Entrepreneurship Development Cell	18/09/2018
Guest lecture on "How to think like a boss / entrepreneur"	Entrepreneurship Development Cell	18/09/2018
A Lecture on "Start up business in food sector"	Entrepreneurship Development Cell	19/09/2018
Workshop on " Soft Skills"	English	07/03/2019
Guest Lecture on "Application of Operations Research"	Mathematics (CA)	23/08/2018
Workshop on "INFORMATION SECURITY"	Mathematics (CA)	06/09/2018
Workshop on " MATLAB "	Mathematics (CA)	25/09/2018
Workshop on NS2(Network Simulator)	Computer Science	03/08/2018
Guest Lecture on " Memory	Computer Science	30/08/2018

Skill Techniques"		
A Guest lecture on "Current Trends in IT Sector"	Information Technology	16/08/2018
Guest Lecture on"Data Security"	Information Technology	20/08/2018
<a href="#">View File</a>		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
<b>No Data Entered/Not Applicable !!!</b>				
No file uploaded.				

### 3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

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

### 3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Commerce	2

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Tamil	1	0
International	English	1	5.7
National	Computer Science	4	2.0
International	Computer Science	2	6.66
International	Compurer Appliucation	2	6
International	Information Technology	6	5.70
International	Commerce	4	6.76
International	Commerce With Computer Application	2	6.76
International	Commerce with Professiona Accounting	2	4.18
International	Business Administration with Computer Application	2	5.17

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

Department	Number of Publication
Commerce with Computer Application	1
Mathematics with Computer Application	1
<a href="#">View File</a>	

3.4.4 – Patents published/awarded during the year

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

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
<b>No Data Entered/Not Applicable !!!</b>						
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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	5	27	2	2
Presented papers	13	6	0	0
Resource persons	0	1	0	7
<a href="#">View File</a>				

**3.5 – Consultancy**

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
<b>No Data Entered/Not Applicable !!!</b>			
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3.5.2 – Revenue generated from Corporate Training by the institution during the year

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

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
"Swachhata Shapath Pledge" for Cleanliness taken by our NSS volunteers as one of the activity under Swachh Bharath Mission	National Service Scheme	3	150
Distribuition of Albendazole tablet to the students on the occassion of National Deworming day (NDD) 2018	National Service Scheme	3	200
Swachh Survekshan Grameen SSG18 APP – Citizen feed back for cleanliness	National Service Scheme	3	572
Kerela flood relief Materials were collected from students and handedover to Bharathiar University.	National Service Scheme	3	300
Awareness program on Importance of voters rights and Road Safety	National Service Scheme	3	100
Awarness seminar on Voters ID by Reveune Inspector, Perur Thaluk	National Service Scheme	3	120
Medical Camp for diagnosing problems in EYE, EAR, BP and diabetics	National Service Scheme	3	572
Seminar on " Importance of opening a savings account in the post office and Employment	National Service Scheme	3	200

registration at post office web site			
Seminar on "Benefits Schemes in the post office"	National Service Scheme	3	530
Creating awareness on Voter ID among the students	National Service Scheme	2	120
Seminar on "AIDS Prevention, Control and Blood Donation"	National Service Scheme	3	500
Pongal Celebration at Sethu Vidhalaya Matriculation Higher Secondary School.	Commerce with Computer Application	6	170
Training Programme on "C Star Office" for 2 Students of G.H.S.S Sennanur.	Information Technology	5	25
"Pongal Festival Celebrations" at Senior Citizens Home, Mathipalayam	Information Technology	5	100
Extension Activity at the Orphanage (Madhampatti) by donating Groceries	Commerce	4	56
Pongal Celebration at S.N Matriculation Higher Secondary School.	Commerce	4	98
Pongal Celebration" at Blind School, Uliyampalayam.	Commerce with Professional Accounting	4	67
Orphanage Visit - Udhavum Karangal, Vadavalli	Business Administration with Computer Application	2	56
Awareness towards Banking Services at GHSS, Kulathupalayam.	Business Administration with Computer Application	2	8
Extension activity on the topic "Career Opportunities in Science and Commerce" at GVG Matriculation Higher Secondary	Computer Application	1	180

School ,Coimbatore			
Extension activity on the topic Job Opportunities in Commerce at Keerthiman Matric Higher Secondary School, Coimbatore	Computer Application	1	120
Extension activity on the topic "Career Opportunities in Science and Commerce" at Thadagam Boys Higher Secondary School,Coimbatore.	Computer Application	1	130
Extension activity on the topic HTML Programming at Govt Girls Higher Secondary, Thondamuthur	Computer Application	1	80
Organised Pongal Celebration at government Secondary School ,R.S puram,Coimbatore	Computer Application	5	90
Organised games for Eleventh and Twelfth standard students of Sri Narayana Guru Matriculation Higher Secondary School, Coimbatore.	Commerce	4	98
Organised a program on " Know your value" for Higher Secondary School of Sethu Vidhalaya and Corporation Higher Secondary School, R.S Puram.	Commerce	4	56
Extension Activity -Conducted Mathematics model exam for 12th standard students at government Higher Secondary School, Ganapathy.	Mathematics (CA)	2	90
Celebrated Pongal in Sri Sowdeswari Vidyalaya Model	Mathematics (CA)	8	500



Matriculation Higher Secondary School			
Extension Activity at Blind School by donating Braille Scripts.	Commerce with Professional Accounting	2	27
<a href="#">View File</a>			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
<b>No Data Entered/Not Applicable !!!</b>			
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3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachtha Hi Seva	National Service Scheme	Cleaning the Poondi temple on the area around the temple along with viraliyur panchayat swachtha Hi Seva	3	50
Pradhan Mantri Kisan Samman Nidhi	National Service Scheme	Farmers database was created by the NSS volunteers under Pradhan Mantri Kisan	3	100
Pariksha Pe Charcha 2.0	National Service Scheme	NSS volunteers attended the live telecast on "Pariksha Pe Charcha 2.0 for exam stress reduction by our Honourable Prime Minister.	3	532
Gender Issue	Women Empowerment Cell	Gender sensitization	3	535
Swachh Bharath Mission	National Service Scheme	Swachhata Shapath Pledge	3	200
<a href="#">View File</a>				

3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
<b>No Data Entered/Not Applicable !!!</b>			
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3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
<b>No Data Entered/Not Applicable !!!</b>					
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3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
<b>Aarrow Engineering</b>	<b>04/09/2018</b>	<b>Internship</b>	<b>10</b>
<b>ICT Academy</b>	<b>05/06/2018</b>	<b>Internship</b>	<b>50</b>
<b>NIMHANS</b>	<b>04/02/2019</b>	<b>Training Programme</b>	<b>1</b>
<a href="#">View File</a>			

**CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES**

**4.1 – Physical Facilities**

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
<b>3000000</b>	<b>2910000</b>

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
<b>Campus Area</b>	<b>Existing</b>
<b>Class rooms</b>	<b>Existing</b>
<b>Laboratories</b>	<b>Existing</b>
<b>Seminar Halls</b>	<b>Existing</b>
<b>Classrooms with Wi-Fi OR LAN</b>	<b>Newly Added</b>
<b>Seminar halls with ICT facilities</b>	<b>Existing</b>

**4.2 – Library as a Learning Resource**

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
<b>Autolib</b>	<b>Fully</b>	<b>6.0</b>	<b>2011</b>

#### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	11590	2501692	106	27764	11696
Reference Books	2203	742729	8	5916	2211	748645
Journals	190	224124	21	20769	211	244893
CD & Video	1605	80250	16	80	1621	80330
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			
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#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	255	4	178	3	4	8	12	40	57
Added	0	0	0	0	0	0	0	0	0
Total	255	4	178	3	4	8	12	40	57

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

50 MBPS/ GBPS
---------------

##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
<b>No Data Entered/Not Applicable !!!</b>	

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1500000	1424747	1500000	1485253

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

**LABORATORY:** The college has totally 255 computers which are kept in 4 laboratory, office, library and departments. To maintain these computers

regarding malfunctioning of the computers two systems engineers have been appointed so that the students will not get affected even for a single class. The laboratories are used not only for doing net based assignments given periodically by the teachers, browsing the net for knowing about the latest developments happened in the specific area of study, collecting the study materials for thorough understanding of the courses being study from the web portals of the open sources like SWAYAM, Edex, Coursera, ePathsala,NPTEL,etc., The laboratory is also being used by the students for doing their project work. LIBRARY: Since everything cannot be taught in the class, certain portions are left for self study by the students and library is being used effectively for this purpose. Since we encourage group learning by assigning different topics to various groups, these groups are allowed to use the library after the regular class hours in order to prepare notes on the particular topic for presentation before the other students. In the class schedule one hour every week is allotted for the students to visit the library exclusively for referring books, magazine and journals for any latest and interesting developments and inventions, prepare notes on that for making presentation before the students. The students also use the library for developing the skills required for getting employment like communication skill, Mathematical Aptitude, Crisis Management, Problem Solving, Creative Thinking, etc., and for enhancing knowledge for appearing for competitive examination , etc., by referring to the concerned books available in the library. SPORTS: We have spacious grounds which are being maintained regularly enabling the students to play games like foot ball and cricket and for participating in track events. The college also has volley ball, basket ball, badminton and kabadi courts which are not only used by the students but for conducting various university level tournaments sponsored by Bharathiar University. The college also provided facilities to improve the physique of the students through multi gym separately for boys and girls. The students are allowed to use these facilities not only during the periods allotted for different classes during working days but also during the evening hours after regular class hours with the specific permission of physical directors. CLASSROOMS: The college has spacious, airy and well ventilated class rooms more than adequate to accommodate all the students. The classrooms are utilized between 9.00 a.m. and 3.00 p.m. . They will also be used for giving seminars by the students on different topics assigned to them as part of group learning. Similarly the students are asked to solve some typical problems in the class in the presence of other students using the black boards under the guidance of faculty members as a part of problem solving. A few periods are allotted for developing the communication skills and the mathematical aptitude in the regular schedule of the class hours.

<https://www.kkcas.edu.in/facility.php>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Management Scholarships, Merit Scholarships, Sports , Endowment	236	2128950
Financial Support from Other Sources			
a) National	SC/ST Scholarships	25	179210
b) International	Alumni Scholarships	2	14000

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Global Business Foundation	21/01/2019	41	Infosys Limited
Finishing School programme	13/05/2019	80	Get Set Go Solutions, Coimbatore, Accenture, Bangalore, WISE Academy, Taj Groups, Coimbatore.
TCS Affirmative action training programme	01/10/2018	102	Tata Consultancy Services Limited, Chennai.
Mathematics for Competitive Exams	25/06/2018	235	NIL
Communication Skills	04/06/2018	236	NIL
Aptitude Soft Skills	04/06/2018	232	NIL
Language lab	02/07/2018	235	NIL
Bridge courses in English, Mathematics, Accountancy and Computer Science	26/06/2018	235	NIL
Yoga For Human Excellence	21/06/2018	235	Vedha Kuzhumam spiritual Trust
Remedial coaching	03/09/2018	92	NIL
Personal Counselling	04/06/2018	703	NIL
Mentoring	04/06/2018	703	NIL
Career Counselling	13/06/2018	177	NIL

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Competitive examination	22	177	0	177

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance
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		redressal
4	4	3

## 5.2 – Student Progression

### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Alpha Academy of English Kotak Life Insurance LEEAA Focus Edumatics (PG) Accserv Software Solution Techvolt Software solution Winner Institute of Communicative English IDBI Federal Insurance Focus Edumatics (UG) TCS, BPO, Chennai. Eduvirtuso, Bangalore	177	177	CTS, BPO INFOSYS, IT, Bangalore INFOSYS, BPO, Mysore TCS ION, Chennai. Amazon TCS, IT, Chennai CTS, IT Amazon TCS, IT, Chennai	177	18
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### 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	3	B.Com	Commerce with Computer Applications	Kovai Kalaimagal College of Arts Science	M.Com (CA)
2018	8	B.Com	Commerce	Kovai Kalaimagal College of Arts & Science., Sri Ramalinga Sowdambigai College of arts &	M.COM (CA), M.Com

				science. Coimbatore.	
2018	3	B.Com	Professional Accounting	CMS College, Coimbatore, Sri Krishna Arts and Science College. Coimbatore, Govt.Arts College, Coimbatore.	M.Com
2018	3	BBA	Computer Applications	Kovai Kalaimagal College of Arts & Science	M.Com (IB)
2018	2	BCA	Computer Applications	Nair Teacher Training Institute, Coimbatore Institute of Management and Technology.	B.Ed, MCA
2018	16	B.SC (CS)	Computer Science	Kovai Kalaimagal College of Arts & Science	M.Sc (CS)
2018	5	B.Sc (IT)	Information technology	Kovai Kalaimagal College of Arts & Science	M.Sc. (IT)
2018	4	B.Sc	Mathematics (CA)	Bharathiar University	M.Sc
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year  
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	0
No file uploaded.	

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

Activity	Level	Number of Participants
Interdepartment competitionCommerce With CAAntar Sakha Matasaram 2018	Department level	165
Interdepartment competitionCommerce	Department level	170

Interdepartment competitionCommerce With PA	Department level	106
Srinivasa Ramanujam Mathematical Quiz CompetitionMathematics with CA.	College level	400
Interdepartment competition Computer Science,Computer Application Information Technology SCIENTIA 2019	Department level	200
Tamil department competitions	College level	250
English Department Literary CompetitionsLiterary Fiesta 20182019	College level	263
Fine Arts Club Competitions 2018	College level	241
Pongal Celebration2019	College level	80
Annual Sports Meet 20182019	College level	320
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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Medals Cer tificates	National	9	0	A18BCC024, A17BCP012	T.Harihara n I.B.Com (CA) T.Pradheep III B.Com(PA)
<a href="#">View File</a>						

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

Students council is constituted not for the whole college, but for a individual departments of the college, since it is easy to plan, monitor and administer the activities of the council. For these councils the President, Secretary, Joint Secretary and Treasurer are elected from the third year, second year and first year students respectively . In the beginning of the academic year a meeting of these individual councils is convened and the activities to be conducted during the academic year are planned. When these activities are planned they are planned in such a way that they would help the students to get their knowledge enhanced ,their skills sharpened ,their attitude is developed and help to bring out the inherent talent of the students. For enhancing knowledge guest lectures, seminars, workshops are planned in the areas of the subjects which are recently developed, for sharpening the skills various training programmes by



the experts are planned and for developing the attitude, various value based programmes are planned. The IQAC Coordinator would monitor whether these programs are conducted as planned and scheduled. We have English literacy forum, Talkers club, Tamil mandram, Mathematics Association, Computer Science Association, Information Technology Association, Computer Applications Association, Commerce Association, Commerce with Computer Applications Association, Commerce with Professional Accounting Association, Auditors Club, Business Administration Association, International Business Association, Citizen Consumer Club, Center for Human Excellence, Eco Club, Extra Curricular Activities Committee, Fine Arts Club, Photographic Club and Sports Club. These Associations and Clubs conduct the activities such as competitions in Oratory, Drawing, Writing poem and Essays, Singing folk Songs, Folk Dance, Enacting dramas, Quiz, Presentation of articles in seminars, Extension activities in the schools of near by villages, Inter Departmental literacy competitions, Students exchange programme, Personality development programme, Industrial visits, Inter and Intra Departmental Competitions, Workshops on creative literature, Information Security, Network simulator, Android, Python programming, Internet of Things, Tax and E Filing, Animation Techniques, Photoshop, Value Based programme on professional Ethics and social Values, Art of Living, Power of positive of thinking, Ethical Issues in Business, Yoga for Balance of Body and Mind, National level conference on "Innovation and Entrepreneurship in Digital Era", Attitude development programme in self awareness and emotional intelligence, Training programme on learn english the easy way, Team Building, Team Dynamics, Mailing etiquette and social networking for professionals and Import Export Documentation, Guest lectures on Interview skills, Data Analytics, Data Security, Big Data, Current trends in IT Sector, GST Challenges and performance as overview, digital marketing, Impact of GST on Indian Economy, Implementation of Accounting standards and Risk Management, Current trends in Strategic Management, Recent trends in Entrepreneurial strategies and containerization, Celebrating festivals like pongal, Onam and Saraswathi Pooja, International yoga day, International womens day, Teachers Day, Freshers Day, National Youth Day, Sports Day and National Handloom Day. In addition to the various students councils mentioned there is also a women Empowerment cell, Classroom committee, Admission Committee, Discipline Committee, Examination Committee, Hostel Committee, Library advisory Committee, Ragging /Curb Committee and Boards of Studies for various subjects in which proper representation is given to the students.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of registered Alumni:

0

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

55400

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni association meeting is usually organized once in a year during the first Sunday of January. During the year 20182019 the meeting was conducted on 06.01.2019 in which 131 members participated. In the meeting the members shared their experiences in the college during their tenure as students and also offered some suggestions for providing some more training programmes and conducting remedial coaching and additional coaching for all the students who

required the same. Discussions were also held and conducting the programmes like competitions in decorating the cows in view of farmers day celebration, Inviting alumni members as a resource person for training programmes to the students, organizing atleast one event every month by the alumni association by creating the corpus fund for providing scholarships for economically weaker students and for development of infrastructure in the college and to arrange an International conference at Malaysia. It was also decided to convene executive committee meetings atleast once in three months.

As per the decisions taken a few members of the alumni associations participated as resource persons in finishing school programme and competitions among the villagers in and around Narasipuram village in decorating the cows in the eve of pongal celebrations.

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

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

1.Planning Academic Activities: The institution practices decentralization and participatory management in keeping with its belief in collective leadership and democratic traditions. A particular reflection of this practice may be seen in the extensive delegation of authority to the Heads of the various Departments in the college. The Heads of the Departments oversee the teaching plans of their departmental members and they are empowered to make adjustments in the routine, and to allot teaching assignments and evaluation duties. They have the privilege of convening departmental meetings where the programmes for the entire academic year are decided. Heads often take the lead in planning seminars, workshops, career counseling sessions, remedial measures, interdepartmental or/and intercollegiate programmes, departmental excursions and industrial visit. Heads of the departments has the liberty to introduce creative and innovative methods of teaching, in consultation with the Principal for the benefit of their students. They can organize and conduct the Parent Teacher meetings in which the academic progress, conduct of the students, special talents, skills, awards, recognition and accolades of the students are communicated. Heads, in consultation with their department faculty, oversee the course allocation for the semester, time table preparation, course material preparation, internal examinations of the department, and they decide on the nature, pattern and duration of special and additional classes for the slow learners, certification and extra credit courses for the average and fast learners of the department. The heads of the departments will determine the admission and promotion criteria of the programmes offered. Heads of departments take the initiative, and organize alumni chapters of their respective departments within the larger framework of the Alumni Association of the college. Regarding the inclusion of participatory management, the heads of the departments have included various stakeholders like students, internal faculty, subject experts, industrialists, alumni, management representatives in the academic affairs like Board of studies, Academic council, Governing Body, Various Clubs and Committees of the college, while preparing the curriculum structure, introduction of new programmes, to bring changes in the existing physical environment, to introduce new teaching pedagogy, to seek advice and feedback from the stakeholders for improving the quality standards, and to bring a holistic development in the academics and learning environment.

2.Budgeting: Before the Commencement of each Semester, concerned Heads of the Departments will submit the financial requirements to the Finance Committee for its approval.The Finance Committee will prepare the budget for the entire semester and submitted to the Management for the concurrence.The funds will be allocated to the each Department as approved in the finance committee for carrying out the various academic Activities and purchasing of equipment if

required.

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

Yes

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Feedback is obtained from peer group, employers and students once in six months, about the adequacy and suitability of the curriculum. As per the suggestions given in the feedback, relevant modifications are carried out so that it would meet the industrial expectations. The modified curriculum is placed before the Board of Studies and the Academic council, and according to the recommendations made the curriculum is fine tuned to suit the needs of the industries.
Teaching and Learning	In addition to the traditional chalk and talk method, ICT tools are being used extensively for effective teaching and better understanding. The materials provided in open sources like SWAYAM, MOOC,NPTEL, are also used. Outcome Based Education system is adopted with clearly defined course objectives, programme outcomes, programme specific outcomes. In addition to the above group learning, Microteaching, Role plays, Simulation games, Case studies, Internships, and Project work are introduced for better understanding of the courses taught.
Examination and Evaluation	The dates for various examination process are decided by examination committee.The question papers are set by the external experts and scrutinized by the board of scrutinizers. Then the Examination is conducted by the Chief Superintendent appointed by the Principal. The answer scripts of the students of the under graduate programmes, are evaluated by external Examiners and those of the post graduate programmes are valued by both internal and external examiners.The results are published within fifteen days of the last examination. The supplementary examination is conducted for those who failed in maximum two subjects in the final semester, within thirty days from the publication of results.

<p>Research and Development</p>	<p>For developing research, the faculty and the students are encouraged by providing monetary assistance by the management to participate and present research articles in seminars and conferences, publishing research papers in reputed journals and acquiring Ph.D degree. The faculties have presented 25 papers, the students have presented 27 papers, and the faculties have published 12 research articles in reputed journals during academic year 201819. The research committee of our college meets twice in a year to discuss the progress of the research scholars and publication of research articles by faculty.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>We have a fully computerized and well stacked library, in addition to OPAC system for easily locating the books. The library has membership in DELNET, INFLIBNET, IEEE and NLIST. The library has subscribed to a number of National and International journals. The administration of the college and the examination system are fully computerized. ICT is also being effectively used for classroom teaching. The college has good physical infrastructure like well ventilated, and spacious classrooms, seminar halls, library, laboratory, with the latest equipments, food court, play grounds, athletic fields, gymnasium, and separate hostel facilities for boys and girls.</p>
<p>Human Resource Management</p>	<p>Heads of the departments and Deans assess, the requirement of both the teaching and non teaching staff, at the end of every year, depending on the required workload .The principal, after verification report to the management for releasing advertisement in the dailies, after receiving the application, Interview is conducted by an interview committee constituted as per the regulation of the university, suitable persons are selected and appointed immediately. Faculty are also promoted to the next higher levels after becoming eligible, as per the regulations of the parent university.</p>
<p>Industry Interaction / Collaboration</p>	<p>To bridge the gap that exists between the courses which have being offered in the college and the knowledge skills required in the industry, regular industry interactions were made and</p>

MoUs are also signed, to provide hands on training in certain specific areas to develop the skills. The departments consult the industrial experts while framing the curriculum for imparting the required knowledge and develop the skills. Experts from industry are also invited as guest lecturers and resource persons for the seminars and conferences, organized in the areas which are newly introduced.

**Admission of Students**

Every year, in month of April, Admission Committee is constituted for formulating the strategies for Admission. Advertisements are released in the popular dailies regarding admission and special features of the college highlighting the courses available, placement training and placement records, amenities available in the college and scholarships. The college also participates in various educational fairs, so as to make the students who completed Higher Secondary examinations to know fully about the college. Once the applications are received, they are classified and admissions are made as per the reservation policy and guidelines issued by the Government of Tamilnadu and Bharathiar University.

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

E-governance area	Details
<p><b>Administration</b></p>	<p>All the functions of office administration like, details of teaching and non teaching staff, their attendance particulars, leave details, University correspondence, communications from Directorate of Collegiate Education, UGC, Correspondence from State and Central Governments, details of semester fee payment by students, their profile, attendance, scholarships, details of hostlers, etc., are all computerized and maintained for further follow up action. The functions of library, stock verification of library and laboratory, purchase of equipments are all computerized for easy access of information.</p>
<p><b>Finance and Accounts</b></p>	<p>Before the commencement of the academic year, budget is prepared in which the forthcoming year's income and expenditure are estimated and the details are computerized. The</p>

collection of tuition and other fees is done either through online or through digital payments. Similarly for all the orders placed for the purchase of books, equipments, sports materials, stationeries etc., the payment is made by RTGS or NEFT or by online transfer of funds. All the expenditures and income are computerized and then compared with the budget already prepared, and in case of any deviation, suitable steps are taken.

**Student Admission and Support**

The process of issue of application and selection of students for admission as per government guidelines is computerized. Assistance is provided to avail scholarship granted by the Government Of Tamil Nadu, for the students belonging to SC/ST Communities and agricultural labourers, merit scholarship from the Government of India, management scholarships for the students possessing meritorious record in academics and sports and scholarships granted by private agencies and NGOs. Fee concession is also provided by the management to the economically backward students.

**Planning and Development**

The Planning Development Cell is constituted with senior faculty members. The meeting of this cell is convened twice in a year, in order to plan various activities for the enhancement of knowledge, sharpening of skills, development of attitude among the students. It also plans for the augmentation of the infrastructural facilities, and a request is made for procurement of the same to the management. In the mean time it will organize regular classes and training programmes by the companies like TCS and INFOSYS. All these are computerized and monitored.

**Examination**

The systemized process of examination like, Registration for examination, payment of examination fees, attendance of students, internal assessment marks secured, issue of hall tickets, preparation of question papers, timetable for examination, list of students appearing for regular and arrear examinations, moderation of marks, publication of results, application for revaluation and retotaling and the list of students appearing for supplementary

examinations are computerized. The payments made for the examination related activities are all made through banks electronically.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	M.Saranya B.Karthikeyan	International Workshop on Robotics	Coimbatore Institute of Technology	1800
2018	Dr.Sengaliappan S.DineshKumar	National Level Workshop on "Deep Learning"	Ramakrishna Mission Vidhyalaya	120
2018	Mrs.C.Senbagavalli	Workshop on Revised NAAC norms and procedure	Bharathiar University	1000
2018	Mrs.C.Senbagavalli	Workshop on Intellectual Property Rights	Pioneer College of Arts and Science	200
2018	Ms.C.Selvi Pavithra Ms.R.Jayasree	State Level Workshop on CSIR NET Mathematics	Kamadenu College of Arts and Science	800
2018	Ms.P.Kowsalya Ms.J.Kalaiselvi	National Level Seminar on Current Scenario of Applied Mathematics	Karpagam Academy of Higher education	800
2019	Ms.K.Dhanalakshmi Ms.S.Kokila	National Level Seminar on Modern Mathematical Science its Applications	Shri Nehru Maha Vidhyalaya College of Arts and Science	800
2018	Ms.S.Megala Ms.P.Kowsalya	National Level Seminar on Recent trends in Graph Theory (RTGT2019)	Nirmala College for Women	1200
2018	Mrs.M.Muthukani	Hands on Training on Latex and Matlab	Amirta Deemed to be University	1300
2018	Ms.P.Kowsalya Ms.S.Megala	Global Business Foundation Skills	Infosys	4000

2018	Ms.A.Dhivya	Workshop on Tally with GST	Rathinam College of Arts and Science, Coimbatore	600
2018	Mr.G.Shiva	National level seminar on Digital Marketing	Darshan Degree College, Mysore	1000
2018	Ms.E.Karthika	State level workshop on Outcome Based Education	Chamber Towers, Avinashi road, Coimbatore	1000
2019	Ms.E.Karthika	Seminar on Revised NAAC forms and procedures	Bharathiar University	600
2019	Ms.E.Karthika	Seminar on Revised Assessment and Accreditation Framework	Kathir College of Arts and Science	1200
2019	Ms.E.Karthika	Seminar on Intellectual Property Rights	Pioneer College of Arts and Science	200
2018	M.Vijetha	Seminar on Introduction to Big Data	Karpagam College of Engineering	500
2018	K.Gowri	Seminar on Introduction to Big Data	Karpagam College of Engineering	500
2018	R.Gomathi	Seminar on Introduction to Big Data	Karpagam College of Engineering	500
2018	S.DineshKumar	National Workshop on data science with python	Karpagam College of Engineering	500
2018	M.S.Rameshkumar	National Level FDP on Team Building Skills	Hindusthan College of Arts and Science	2350
2018	B.Karthikeyan	Naac Revised Assessment and Accrediation Framework	Kathir College of Arts and Science	150
2019	S.Kawsalya	Workshop on Revised Accrediation Framework of NAAC	Ramakrishna Mission Vidhyalaya	750
2019	Anandraj kumar	Seminar on Revised NAAC forms and	Bharathiar University	550



		procedures		
2019	K.Gowri	Seminar Introduction to R Programming	Dr.NGP College of Arts and Science, Kalapatti	200
2019	K.Gowri	National Seminar on Augumented Reality	Bharathiar University, Coimbatore	350
2019	R.Gomathi	National Seminar on Augumented Reality	Bharathiar University, Coimbatore	350
2018	Dr.N.Mala	Workshop on Revised NAAC norms and procedure	Bharathiar University	3900
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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	FDP on Team Building Skills	Training on Interpersonal and Effective Communication	01/09/2018	01/09/2018	53	10
2018	FDP on Current Developments in Information Technology	Basic training on MsOffice and Accounting Software	15/09/2018	15/09/2018	40	8
2018	FDP on Internet of Things	Training on effective usage of social networks for profession	15/09/2018	15/09/2018	40	8
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the	Number of teachers	From Date	To date	Duration
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professional development programme	who attended			
NAAC Orientation Programme	33	02/06/2018	02/06/2018	1
Developing Effective Communication Skill	31	30/06/2018	30/06/2018	1
Empowering Teachers to Prepare Professionals of Tomorrow - ICSI Vision 2022 Programme on English.	2	31/07/2018	31/07/2018	1
FDP on Team Building Skills by ICT	2	13/08/2018	14/08/2018	2
FDP on Case Analysis	2	23/08/2018	23/08/2018	1
FDP on R Programming	2	30/08/2018	31/08/2018	2
FDP on Team Building	39	01/09/2018	01/09/2018	1
FDP on Internet of Things	35	15/09/2018	15/09/2018	3 hour
FDP on Current Developments in Information Technology	32	15/09/2018	15/09/2018	2 hour
FDP on Network Simulator	26	13/10/2018	13/10/2018	1
FDP on " Cyber Security	5	17/10/2018	14/11/2018	15 day
Global Business Foundation Skills	3	20/11/2018	28/11/2018	9 days
FDP on introduction to python programming	4	17/12/2018	18/12/2018	2
Tally with GST	3	02/02/2019	09/02/2019	1
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time

62	62	32	32
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### 6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Group Insurance Scheme, Free transportation facility, Free medical checkup for teachers once in six months, Free medical treatment in case of emergency, Free ambulance facility, incinerator facility for women staff, free two wheeler and four wheeler driving classes for women staff.	Group Insurance Scheme, Free transportation facility, Free medical checkup for teachers once in six months, Free medical treatment in case of emergency, Free ambulance facility, incinerator facility for women staff	Group Insurance Scheme, Bus Facility at concessional rates, Free Medical Checkup, free ambulance facility, canteen food at subsidized rates, Merit Scholarships, Management Scholarships and Sports Scholarships

## 6.4 – Financial Management and Resource Mobilization

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

**INTERNAL AUDIT:** The Internal Audit is conducted in daily basis by the Finance Officer. The Internal Audit is on verification of Voucher, Bills, Invoices, etc., and verifying the cash balance and bank balance on daily basis. **EXTERNAL AUDIT:** The External Audit is conducted by the Chartered Accountant once in three months. All the bills, invoices, vouchers are vouched and verified for the correctness. The external auditor will finalize the annual accounts after audit, and regularly files income tax returns within the due date. After the end of financial year, the audited Statements of Accounts is submitted to the Management for perusal.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil
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### 6.4.3 – Total corpus fund generated

0
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## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Coimbatore Institute of Management and Technology, and AJK College of Arts and Science	Yes	IQAC
Administrative	Yes	Coimbatore Institute of	Yes	IQAC

Management and Technology, and AJK College of Arts and Science

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

1.PTA helps in carrying out various activities under village adoption scheme. 2.It helps in carrying out the welfare schemes announced by Government and other non Government organizations. 3.It also helps in the students admission to our college.

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

1. Training in Computerized Accounting(Tally),Motivational Programmes to lead better life and Stress Management. 2. They are supported financially to acquire higher educational qualifications. 3. The eligible staff are accommodated in teaching positions.

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

- Introduction of Outcome Based Education Curriculum from the academic year 201819.
- Inclusion of Employability Skill Development Programmes in the scheduled activities of the departments.
- Modifications in the curriculum in accordance with the curriculum given by UGC.
- Inclusion of Yoga in the curriculum for holistic development of the students.
- Project work is made mandatory during the final year, for all the programmes to acquire practical knowledge.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	NAAC Orientation Programme	02/06/2018	02/06/2018	02/06/2018	33
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**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Women Empowerment Cell Inaugural function and	04/07/2018	04/07/2018	239	240

<p>Guest Lecture on the topic "Gender Sensitization". Resource person: Mrs. Vasantha Ramkumar, Communication Trainer, Accent Techno Soft, Coimbatore.</p>				
<p>Premarital Guidance Programme for girls. Resource Person: Dr.S.Sw athanthira Devi, Sri Hari Hospital, Coimbatore, Mr. A.Rathinasamy, Founder and Chief Mentor, Youth Help Foundation, Coimbatore, Dr.K.Selvarajan, Consultant Pediatric Surgeon, Coimbatore.</p>	01/02/2019	01/02/2019	417	0
<p>Guest Lecture on "Life is What you Make it" for boys.. Resource person: Rtn. Dr. P.R.Muthusamy, Director, Academics, Dr. NGP Educational Institutions, Mr.A. Rathinasamy, Founder and Chief Mentor, Youth Help Foundation, Coimbatore.</p>	01/02/2019	01/02/2019	0	382

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

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

NIL

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Scribes for examination	Yes	0
Special skill development for differently abled students	No	0
Any other similar facility	No	0
Physical facilities	Yes	0
Provision for lift	No	0
Ramp/Rails	Yes	0
Braille Software/facilities	Yes	0
Rest Rooms	Yes	0

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	0	02/05/2018	1	Students belonging to Rural Area and mostly hail from Poor Agriculture Families were motivated to pursue Higher Education.	Not motivated for Higher Education	170
2018	1	0	02/07/2018	2	Pollution Free and Green Atmosphere conducive for learning is provided and were given training in Maintaining personal Health	Unaware of Health and Hygiene	170

					and Hygiene		
2018	1	0	01/06/2018	3	Motivation of Tribal students for pursuing higher education.	Low living Standards of Tribal Students.	53
2018	1	0	03/06/2018	1	Request was placed with Public Transport by the Management to increase the frequency of buses plying from City to College, Increase in the number of College Bus transporting the Students from various parts of the City at Concessional Rates.	College located in a Remote Rural Area.	761
2018	0	1	04/06/2018	3	Social Awareness created on "Avoiding Usage of Plastic Items".	Usage of Plastics.	153
2019	0	1	02/01/2019	4	Awareness created on "Rain Water Harvesting".	Most of the villagers who have not constructed	148

						pits for Rain Water Harvesting have constructed and as a result the ground water level is raised.	
2019	0	1	05/02/2019	5	Inclusion of Members in the Voters list.	Number of Persons who were not included in the Voter's list from the areas under Perur Taluk have been included.	150
2019	0	1	12/02/2019	1	Conducting Medical Camp.	A Medical Camp was conducted in which the persons having problems in eye sight, hearing, teeth and bones were identified and recommended for treatment in the concerned Hospital.	151
2018	0	1	02/06/2018	1	Coaching Classes conducted for the students of nearby Villages to enable	Number of Students appearing for competitive examinations is increased.	26



them to appear for the competitive examinations conducted by TNPSC, Banks, RRB etc.

7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Student HandBook	01/06/2018	<p>As per the code of conduct, the students are monitored whether they observe the following. They should be punctual to the class. They should participate in all the extra curricular activities regularly. They do not use mobile phones inside the college campus. The students are strictly prohibited from damaging the college property. They should come to the college decently dressed. They secure a minimum 75 attendance and attend all the tests. They should avail leave with prior permission. Students should regularly wear their identity cards. They should not indulge in ragging or indecent behavior of any kind.</p>
Employee HandBook	01/06/2018	<p>As per the code of conduct, the staff members are closely monitored whether they wear ID cards regularly, do not carry cell phones to the class room or lab, punctual to the class, maintain the class records strictly, complete the syllabus and maintain work diary. Maintain students profile upto date, report the progress and conduct of the students to the</p>

		parents, present papers in seminars and conferences, publish atleast two research papers in reputed journals, and attend faculty development programmes. They are also expected to motivate and encourage the students in research activities.
Hostel HandBook	01/06/2018	For the hostel inmates, the following guidelines and rules issued are strictly monitored. Outpass is issued only during specific time with the condition that the boys should return by 7.30 pm and girls by 6.00 pm to the hostel after which they will not be allowed inside the Hostel. They have to dine in the hostel during the specified timings already informed.They should strictly follow the silent hour. They should leave the college hostel to attend the classes before 8.50 am. The mess fee should be paid before the specified date.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Value Based Programme on "The Power of Positive Thinking". Resource person was Dr.S.Gunasekaran, Professor and Head, Department of Computer Science Engineering, CIET, Coimbatore.	20/02/2019	20/02/2019	120
Value Based Programme on "Building Workplace Social Skills". Resource person was Mr.Sabarinathan Muthu, Technical Head and Corporate Trainer, Gateway	11/09/2018	11/09/2018	100

Software Solutions, Coimbatore.			
Value Based Programme on "Art Of Living". Resource person was Mr. Karthik Ethiraj, Director and CEO, Drole Technologies, Private Limited, Coimbatore.	17/09/2018	17/09/2018	80
Value Based Programme on "Ethical Issues in Business". Resource person was Mr. Vijay Rajendran, Managing Director, Nettel Solutions Private Limited, Coimbatore.	29/01/2019	29/01/2019	180

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

1. Waste Water Recycle 2. Plantation of Trees 3. Plastic Free Campus 4. E Waste Disposal 5. Solid Waste Management

## 7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

I. TITLE OF THE PRACTICE: 1. FEEDBACK AND CLASS COMMITTEE MEETING: Immediately after the first CIA test, feedback is obtained from the students about the performance of teachers in the class. In addition, class committee meetings are also conducted with the representatives of various classes to know the difficulties and the requirements of the students. 2. GOAL AND THE CONTEXT: The goal is to know the difficulties experienced by the students academically or otherwise and to alleviate the same. Since the students come from different backgrounds, their capacity to grasp whatever is taught in the class will also differ. Further what is taught in the class by a few teachers may not be understood by the students. Also in the class committee meetings the students can express whether the facilities available in the campus and the books available in the library are adequate or not. This helps the Management to provide the facilities as required by the students. 3. THE PRACTICE: Immediately after the first continuous internal assessment test, feedback is taken from a random sample of 30 of students from each class. The feedback is obtained on the basis of 10 aspects namely, subject knowledge of the teacher, clarity in explanation, audibility in voice, legibility in writing on the board, coverage of the syllabus, provision of course material, offering additional information not confining to only syllabus content, punctuality of the teacher, impartial nature, efforts taken by teacher to motivate the students and assistance and counseling rendered by the teacher. These aspects are evaluated by 5 point scale and average score for each aspect and the overall average are calculated for every individual teacher. When the overall average is more than 4, such a teacher is considered to be a good teacher and if the score is between 3 and 4, he/she needs improvement. When the score is less than 3, such teachers are given counseling on the basis of scores obtained for individual aspects and instructed not to repeat the same performance in the

subsequent semesters. After the answer sheets of first internal test are evaluated and returned to the students, class committee meetings are conducted by the Principal. A class committee consists of two top scoring students, two medium scoring students and the Principal will be present. The Principal obtains information from these students about the coverage of the syllabus, whether there is any difficulty in understanding a particular subject and if so, the reason, whether the method of teaching adopted by the teacher is good enough, whether they have adequate learning resources and whether there are any problems or difficulties other than academic matter. After obtaining such information, the HoDs are instructed to plan for action so that grievances expressed by the students are redressed within a time limit.

4. EVIDENCE OF SUCCESS: Since we gather information from the students about their class room experience and difficulties encountered in the beginning of the semester, it becomes possible to counsel the teachers and guide them to improve in the areas wherever they have scored less in the feedback, there is a remarkable improvement in their performance during the subsequent semesters. In the class committee meetings, since students interact with the Principal in the absence of HoD or any other Teacher of the Department, they feel free and express truly whatever difficulties or problems they experience academically and non academically, the Management is able to understand them and take immediate steps to redress whatever is their grievance.

5. PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED: In implementing the above process, no problem has ever been encountered. As far as the Resources are considered, the Management never hesitates in meeting the expenses from their own funds. Infact the Management is very happy in seeing that the students are happy in that their grievances are immediately redressed.

II. TITLE OF PRACTICE: 1. FINISHING SCHOOL PROGRAMME FOR PREFINAL YEAR STUDENTS: Finishing School Programme of duration 3 to 4 weeks is conducted for the first and second year students during their summer vacation.

2. GOAL AND THE CONTEXT: The goal of this programme is to make the students understand the various skills needed to be developed in them so that they become employable and get selected by the companies in campus interviews. Since the college is situated in a rural area, majority if the students who are admitted to various courses, belong to the nearby villages and come from poor family background, they lack communication skills in English, self confidence, interpersonal relationship, and Mathematical Aptitude. Hence to groom them and develop the above skills in them the Finishing School Programme is conducted during summer vacation for mainly the prefinal year students and the first year students on their request.

3. THE PRACTICE: In the Finishing School Programme, HR personnel from Multinational companies, Professional trainers and a few professors who have specialized in certain areas of training the students are invited. This programme is not compulsory for all the students. Only those who voluntarily come forward to undergo this training foregoing the vacation are admitted. They are trained extensively to improve their communication in English, Interpersonal relationship, Mathematical Aptitude, preparing their resume, fine tuning their personality, effectively facing the interview and active participation in group discussion.

4. EVIDENCE OF SUCCESS: At the end of the period of Finishing School Programme, a remarkable transformation that has happened in the students is clearly seen. The students are able to break the barriers which prevented them from coming to the front, come on the stage and speak fluently in English facing the audience without fear or shyness or hesitation. Therefore it has resulted in majority of the students who participated in the programme are selected by the companies in the campus interviews.

5. PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED: Though the students voluntarily come forward to undergo this training programme, after a few days some students do not attend the programme regularly on account of the fact that such students go for part time jobs in the afternoon. Further we find it difficult to motivate a few students to actively participate since they are from very poor families and their confidence level is almost zero. Resources

required for conducting this programme are met from the own funds of the Management by meeting the expenses incurred towards providing the training material, meeting the expenses for travel, accommodation and honorarium of the trainers and resource persons and the other contingent expenses.

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

<https://www.kkcas.edu.in/pdf/Best%20Practices-converted.pdf>

### 7.3 – Institutional Distinctiveness

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

The college is situated in a rural area and hence majority of the students who join this college are mainly from the villages in and around the college hailing from agricultural families. Most of them are first generation students who pursue higher education. They studied in government schools particularly in the medium of vernacular language. Therefore, naturally they have a fear towards English and Mathematics and this has developed a kind of inferiority complex in the minds of such students. Therefore it is considered that great responsibilities on the part of college lie on its shoulders that the students should be made to breakout the shell within which they are contained, come out and shed their fear, hesitation and shyness. For doing this, the college organizes several training programme right from first year onwards. During first year, for improving his/her communication skills in English two hours are allotted in the regular timetable, teach them basic English grammar in addition to the training programme for speaking tolerably good English. This training programme continues even for the second year. Suitable changes for improving the students listening, writing and reading skills were made in the curriculum. During the second year, focus is towards improving the students skills in mathematical aptitude and other skills as expected by the industries recruiting the students. For getting a good employment, a finishing school programme which is unique in our college only, is organized in which the professional trainers and personnel belonging to Human Resources Development Department of various companies and Professors from various institutions are invited to train the students in various skills for more than three weeks during the summer vacation for prefinal year students. In addition to the above training programmes the Infosys and TCS companies visit the college for giving training to the students in the name of Global Business Foundation Skills and Affirmative Action Training Programme for hundred hours for free of cost. In addition to the above training programmes for developing employability skills, Value Based Programmes are also conducted for imbibing the human values and a compulsory training programme in yoga and meditation so as to develop the balanced body and mind and improve concentration. Such a kind of programme will transform the students into good and socially responsible citizens. These programmes bring out enormous transformation on the students and it has resulted in all the 100 percent of students who are eligible to attend the interview get placed in various companies. Thus, making the students, from rural background, who studied in government schools and having a very low self confidence to shed their fear, hesitation, inhibition, shyness and to develop self confidence, communication and other skills so as to get good placement is the Distinctiveness of the Institution.

Provide the weblink of the institution

<https://www.kkcas.edu.in/id.php>

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

1. To introduce B.A/M.A English Literature programme. Since there is a dearth in the availability of persons for appointment as English Teachers both in schools as well as colleges, it has been planned to introduce First B.A English Literature programme and then M.A English Literature Programme. 2.To introduce Elearning in the Curriculum. Elearning has been encouraged by the UGC and since the future is only for Elearning, it has been decided to make each and every student to choose any course of his choice from open sources such as MOOC, NPTEL, SWAYAM, etc., write the examination and get the require certification in order to eligible to be receive the degree. 3.To introduce Skill development courses in the curriculum. Since it is found that the present day graduates lack employability skills, the government is focusing on skill development and in accordance with that, each and every student will be made to undergo a certification programme in the development of certain skills such as Accounting Software, Photoshop, Desktop Publishing , Computer Aided Designing, Type writing, Tailoring, Driving Four Wheelers, Beautician Course, Solar Panel Installation, Mobile Servicing, AC servicing, Plumbing, CCTV Installation, Maintenance, Customer Relationship Management etc., 4. To inaugurate a center for Faculty Development. To effectively conduct a faculty development programmes, a Center for Faculty Development will be created and the coordinator for the centre has to consult the faculty members of all the departments to find out their needs and accordingly he/she will conduct the programmes through which the faculty will acquire adequate knowledge and skills in a particular area in which they require training. 5. To introduce Outcome Based Education. Outcome Based Education will be extended to the fifth, sixth semester of all the UG programmes and the new faculty members will be given an orientation to effectively implement the programme to the students of classes in which they teach. As OBE is introduced, the assessment and the performance of the students is also to be made accordingly and hence the question papers will be set so as to test different levels of learning by the students.