



# **SELF STUDY REPORT**

**FOR**

**2<sup>nd</sup> CYCLE OF ACCREDITATION**

## **NAZARETH COLLEGE OF ARTS AND SCIENCE**

**NAZARETH COLLEGE OF ARTS AND SCIENCE KOVILPATHAGAI MAIN  
ROAD, KANNADAPALAYAM AVADI CHENNAI- 600062 TAMILNADU**

**600062**

**[www.ncas.in](http://www.ncas.in)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**March 2019**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Nazareth College of Arts and Science, established in the year 2000, by C & D Educational Trust, is situated at a peaceful environment in the outskirts of Chennai. It is affiliated to the University of Madras and accredited with 'B' Grade by National Accreditation body of the UGC. The College is recognised under 2f of the UGC Act. The college gives preference in admitting the students who hail from economically and socially underprivileged community. Students of denotified community are the first recipients of welfare measures introduced by the college.

The institution offers non-conventional job-oriented courses and has the best infrastructural facilities to accomplish its core vision. The members of the faculties are profound in their academic knowledge and carry out different research projects to facilitate the best teaching and learning process. Nazareth offers the best teacher–student ratio to provide a greater academic/emotional support to every student.

Nazareth College aims at the holistic development of the students and provide opportunities to gain greater and deeper academic knowledge to harness their personality. They experience the value of education and find their purpose of existence. The various value-added courses such as English Enhancement Course, Destination Excellence Programme, Internship Programme and Industry Preparatory Programmes help them to prepare themselves for nation building. The non-scholastic activities like Sports, National Service Scheme, Red Ribbon Club, Youth Red Cross. Student Project and ED cell, Rotaract and other different clubs and associations provide a platform for every student to contribute to the society.

The college has international collaborations with University of Bengkulu – Indonesia, Coburg University of Applied Science and Arts, Germany, KDU University – Malaysia, to co-operate in academic exchange and promote academic research. The college has signed Memorandum of Understanding with National and State level organisation like Mafoi Foundation, National Institute of Technology and Finmark.

The strong commitment of the management, the continuous support of the alumni, and the trust and belief of the parents make Nazareth as one of its kind that offers the best educational practices to create better citizens.

### **Vision**

To build enriched socially responsible citizens and leaders through quality higher education

### **Mission**

1. To provide the best resources to impart the highest quality education.
2. To provide opportunities to the students for practical exposure to meet the challengers of global competency.
3. To provide value based education for nation building.
4. To provide creativity leadership training and placement.

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

### Institutional Strength

1. The college has an effective teaching learning process in place with inclusive education catering to slow and advanced learners.
2. The college follows student centric approach.
3. The institution provides career-oriented add-on courses to all the students.
4. The College has a dedicated faculty, highly efficient support staff and a team of
5. members who are available on the campus round the clock and take care of all
6. aspects of the campus, the academic and non-academic.
7. The College has a strong mentoring and tutor-ward system to support the students in holistic learning.
8. The College has national/international collaboration to strengthen academic excellence.
9. The faculty uses innovative ICT enabled teaching methods.
10. The faculty members publish research papers, invited as resource persons, deputed as external examiners, question paper setters for various government and private examinations.
11. Commodious classrooms with learner friendly atmosphere.
12. The College is wi-fi enabled campus that supports effective teaching.
13. The College has high-end computer laboratories.
14. The College has outreach cell to engage and contribute to the neighbourhood and society.
15. The College encourages sports and games.
16. The College has a strong placement.
17. Strong sports Alumni co-operation and support.
18. The College encourages students' participation at various competitions outside the institutions.

### Institutional Weakness

1. Many students come from poor economic background.
2. Lack of interest in students in pursuing higher education.
3. Poor language competence among the 'First Generation' learners.
4. Inadequate Public Transportation.
5. Low employee retention rate.
6. Alumni contribution to academic support is minimum.

### Institutional Opportunity

1. The college provides a platform for the faculty members to use innovative contemporary methods of teaching learning process.
2. Need to bring in diversified UG Programs
3. Overseas faculty exchange programs
4. Sharing of research experience and expertise with overseas universities.
5. Steady career growth of faculty members.

### Institutional Challenge

1. Government policies to start more Arts & Science colleges.
2. Ability of students to pay the fee structure.
3. Enhancing the spoken English ability of the students.
4. Getting qualified faculties in certain disciplines.
5. More percentage of absenteeism due to students going for part time jobs.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

The Institution uses a mechanism which has learner friendly ways to learn the curricula prescribed by the University. The course objectives of the University of Madras are followed in the curriculum delivery. The course outcome is formulated based on the course objectives. Innovative Teaching methodology is included in teaching plan. Members of the faculty follow online lesson plan to deliver the Choice Based System of curriculum. As per this plan, they are necessitated to plan their allotted subjects to teach for the whole semester. Keeping that in mind, the college, apart from the conventional courses of the parent university offers Add-on Courses, Certificate courses; value added courses and career-oriented classes as a supplement to enrich the curriculum. Gender based issues, Human values and professional ethics are imparted to the students through many awareness programmes in the form of skit, mime, rally, puppet shows by social work department. Nirbhaya Women's Cell, National Service Scheme, Youth Red Cross, Red Ribbon Club, organise activities that enrich human values and professional ethics among students. Our faculty members also hold positions in various bodies of the university in Board of studies and Academic Council. Faculty members are encouraged to use innovative teaching pedagogy for teaching purpose. Effective feedback system is designed and data are collected separately from all stake holders. This is systematically analysed based on the feedback, corrective measures if any, are implemented giving scope for better development. Feedback system paves the way for the quality enhancement of the faculty and the students.

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

Nazareth College of Arts and Science with its clearly defined vision and mission provides students a congenial platform for attaining holistic growth and development through its effective and well-planned Teaching, learning and evaluation system. Admission process is based on first come first serve and the reservation prescribed by the University of Madras. The college caters to differently abled and students from other states.

The College ensures that a rich learning experience is provided to all the students using alternate teaching pedagogy and programmes are organised for slow learners and Advanced learners. Students are engaged in mini projects, encouraging them to undertake, study tour, block and summer placement, industrial visits, live projects and use simulation tool. Participative learning methodologies like group discussions, organising exhibitions, poster displays, interactive lectures by eminent resource persons, group activities like brainstorming, role play, field work, academic debates are also conducted frequently.

Inducing higher level of thinking and ensuring lifelong learning, the students can learn with examples to develop their skills in problem solving, decision making and also cope with ambiguities through Case Work, Case Study and Case History method.

A transparent evaluation pattern is formulated and communicated to the faculty, students and stakeholders. Internal assessment is carried on as per the University of Madras guidelines and is made in advance, uploaded in website and displayed in student notice boards by the Examination department. Academic Calendar serves as a source of information and planning document for faculty, departments and students. The CIE and Model examination schedule are printed in the student's handbook which is also uploaded in the college website.

The college has developed learning objectives, Programme Outcomes (PO), Programme Specific Outcomes (PSO) and Course Outcomes (CO) and the Internal Quality Assurance Cell monitors the effectiveness of the program outcomes.

The POs are measured by the final grades or attainment of class by the university during their final examinations. The PSOs are evaluated based on the job placement of students in their respective field. The CO is measured by the course instructor during the class hours and measured through continuous internal evaluation.

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

The research activities of the institution have increased considerably over the past five years with the sustained efforts of the Research Committee which motivates the faculty at every stage. Nazareth Business Learning Centre (NBLC) is an innovative incubation centre created with a vision to provide students and staff an opportunity to showcase their potential and to give an identity to them. This is a platform which extends a helping hand providing business planning support, supply of seed capital, providing industry partners, trainings, etc. NBLC creates a platform for knowledge transfer, consultancy, production centre, micro finance, and resource centre. The institution has a stated Code of Ethics to check malpractices and plagiarism in Research and also provides incentives to teachers who receive state, national and international recognition/awards. The faculty members of the college have published research papers in UGC approved journals, chapters in books, and conference proceedings. The extension units like NSS, YRC, and RRC play a vital role that help in sensitizing the students' social issues which help them in their holistic development. The community is sensitized on various social issues and in the process of extending the programs to the community the students are also sensitized. On the whole extension activities help the students to grow as responsible citizens of the country. Every year there a good number of students participate in extension activities in association with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. Number of MOUs has been signed for faculty exchange, student exchange, add on courses and live internship. Also linkages between National and International institutions and organizations were signed for internship, field trip, on-the-job training, research, etc.,

### **Infrastructure and Learning Resources**

The college has an adequate infrastructure spread over 5.1 acres of land. The overall infrastructure easily caters to the 6 UG courses and 4 PG courses. Besides a computer and a printer, every department has an LCD projector for its use. The college is a wi-fi enabled campus. The faculty members are given password to access the wi-fi. They are encouraged to use them during the class sessions for effective learning and teaching.

The campus is disabled friendly and classrooms are made to accommodate the differently abled students. Every classroom has a pin-up notice board where relevant news corresponding to their course is shared by the faculty and students.

The college has a common auditorium, an outdoor stadium and a seminar hall which are used for various programmes like workshop, conferences, departmental functions, campus drives and other extension activity programmes.

The Institution has three hi-tech computer laboratories for the students of Computer Science and Computer Applications, equipped with more than one hundred and fifty computers, an exclusive Reverse Osmosis Plant to enable pure and safe drinking water, necessary rest rooms and lavatory for male and female students.

The college has erected a solar power plant of eight kW to power the administrative area. Besides this, a diesel generator with forty five kW power is provided as a standby to provide an uninterrupted power supply.

The institution has adequate facilities for sports and cultural activities. Special coaches are invited to train the students. Besides university tournaments, the students are encouraged to take part in district, state and national level tournaments.

The college has a newly built, spacious, air conditioned library which has a collection of 6800 books, 31 National and 9 International Journal. Each department has its own department library with a collection of specific books. The library also has 2 kindle books.

The Institution has a clear policy and procedure for maintenance of academic support facilities. Annual infrastructure audit is conducted at the Department and IQAC level. Stock registers are maintained both at Administrative office and Departments.

### **Student Support and Progression**

The institution has made all efforts to provide necessary assistance to students to facilitate their holistic development in the campus. Students have been benefited by scholarships and freeships provided by the Government during the last five years. A number of capability enhancement and development schemes like Career counselling, Remedial coaching, Language lab, Bridge courses, guidance for competitive examinations and personal counselling is extended to the students. The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases. Many students have been placed in top organizations like Ford, HCL, Infosys, Kotak Mahindra, Just Dial, Cognizant and many more companies during the last five years both on and off campus. Value based education is compulsory for all the students which help them to become social responsible citizens of the country. The institution encourages the students to participate in social, cultural and leisure activities to develop their skills, and competencies. The management promotes sports culture inside the campus which has brought Laurels at the State, National, and International level. The alumni association of Our College fosters a spirit of loyalty and works towards promotion of welfare of the organization. Since 2014, an Alumini Committee has been working towards strengthening the networking among the students. The alumini are the backbone of the institution and contribute to the academic quality, student scholarships, and mobilization of resources. In the year 2017, the Alumini Association was formally registered under the registration of associations Act.

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

The principal is the academic and administrative head of the college. The college promotes a culture of participative management wherein the management, Principal and the Heads of the Departments (HoDs) to

execute the quality policy of the institution. All decisions regarding academic matters are taken in consultation with the HoDs. Participation in decision making is practiced at the micro level by the HoDs. Decentralization ensures autonomy at each level of management. The management provides operational autonomy to the Principal who prepares the action plan in line with the institutional mission and vision and objectives. The professional competence of the faculty is upgraded every year with Faculty Development Programmes, deputation to conference/seminar/workshop and also refresher courses. The IQAC conducts its annual 'Performance Appraisal System' based on which management takes decisions regarding promotion and salary revision. The college has sound welfare schemes for the benefit of both teaching and non-teaching staff members. The institution has a clear policy on Internal and External financial audits. The external financial audits are conducted regularly by Lawrence and Co. The internal audit is done by management with a team of senior faculty. The institution reviews its teaching learning process, structure and methodologies of operations and learning outcomes every year through its department meeting, IQAC, Management council and placement cell, etc. The institution has a transparent system of mobilizing resources, procedures, planning and allocation of resources and optimal use of mobilized resources. The IQAC aims at continuous upgradation in quality of academic and administrative measures and helps the institution to attain academic excellence.

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

The institution organises various gender equity promotion programmes, adopts environmentally friendly practice, and facilitates the Divyangian friendly campus to instill the concern for human values and professional ethics. In response to the emerging challenges and issues the institution has organised various programmes that reflects proactiveness and quality.

The institution also has many distinctive attributes that reflected in all its activities like installation of Closed Circuit Television (CCTV) cameras for the safety of girl children in campus. A full-fledged mentoring system has been evolved to address the issues arising among students and refreshed to the counselling cell. The college follows a very effective waste management system. Solid waste disposal is managed in collaboration with the corporation of Avadi. Waste water is directed to water the plants placed nearby and the Drainage system is in place for all the buildings of the campus. The E-Waste is recycled.

The college has implemented a paper less administration in few of its core working areas. The college is reaching out to the community nearby in environment conservation, attaining self-sufficiency, empowerment of women through its corporate social responsibility (NERF). The institution is emerging as a college of excellence by 'Bridging Beyond Bridges' and has adopted villages as per UGC guidelines and working towards its holistic development.

The strength of the institution lies in the best practices that we have. The innovative practices of the 'Arrear Clearance Cell' where the arrear students get extra support to solve old question papers or learn important topics has eventually increased the pass percentage of the students. Reformation Cell is another initiative of the college that has brought huge impact on students' perception of life.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	NAZARETH COLLEGE OF ARTS AND SCIENCE
Address	Nazareth College of Arts and Science Kovilpathagai Main Road, Kannadapalayam Avadi Chennai- 600062 Tamilnadu
City	CHENNAI
State	Tamil Nadu
Pin	600062
Website	<a href="http://www.ncas.in">www.ncas.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Mary Angeline Santhosam E	044-26380203	9841400722	044-2638054 9	info@ncas.in
IQAC / CIQA coordinator	Smilee Bose S	044-25380203	8144374742	044-0263805 49	iqac@ncas.in

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular Day Evening

Recognized Minority institution	
If it is a recognized minority institution	No



<b>Establishment Details</b>				
Date of establishment of the college		06-07-2000		
<b>University to which the college is affiliated/ or which governs the college (if it is a constituent college)</b>				
<b>State</b>	<b>University name</b>		<b>Document</b>	
Tamil Nadu	University of Madras		<a href="#">View Document</a>	
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>		<b>View Document</b>	
2f of UGC	22-06-2017		<a href="#">View Document</a>	
12B of UGC				
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
No contents				

<b>Details of autonomy</b>	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

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

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	Nazareth College of Arts and Science Kovilpathagai Main Road, Kannadapalayam Avadi Chennai- 600062 Tamilnadu	Rural	5.11	62000

## 2.2 ACADEMIC INFORMATION

NAAC

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BCom,Commerce	36	Twelfth Standard	English	270	270
UG	BCom,Corporate Secretary	36	Twelfth Standard	English	50	0
UG	BBA,Business Administration	36	Twelfth Standard	English	140	118
UG	BSc,Computer Science	36	Twelfth Standard	English	150	50
UG	BSc,Mathematics	36	Twelfth Standard	English	50	36
UG	BCA,Computer Application	36	Twelfth Standard	English	150	108
UG	BA,English	36	Twelfth Standard	English	70	63
PG	MCom,Commerce	24	UG	English	40	6
PG	MSc,Computer Science	24	UG	English	24	19
PG	MA,English	24	UG	English	40	8
PG	MSW,Social Work	24	UG	English	40	14

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

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				84			
Recruited	0	0	0	0	0	0	0	0	17	67	0	84
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				44
Recruited	19	25	0	44
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	3	0	0	3
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	4	0	6
M.Phil.	0	0	0	0	0	0	9	52	0	61
PG	0	0	0	0	0	0	4	5	0	9

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	0	0	2
M.Phil.	0	0	0	0	0	0	0	6	0	6
PG	0	0	0	0	0	0	0	0	0	0

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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
PG	Male	18	1	0	0	19
	Female	27	1	0	0	28
	Others	0	0	0	0	0
UG	Male	391	0	0	0	391
	Female	253	1	0	0	254
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years						
Programme		Year 1	Year 2	Year 3	Year 4	
SC	Male	87	95	109	121	
	Female	71	75	99	79	
	Others	0	0	0	0	
ST	Male	3	1	3	2	
	Female	2	2	0	1	
	Others	0	0	0	0	
OBC	Male	202	204	232	270	
	Female	169	184	164	192	
	Others	0	0	0	0	
General	Male	16	10	13	13	
	Female	10	4	11	14	
	Others	0	0	0	0	
Others	Male	0	0	0	0	
	Female	0	0	0	0	
	Others	0	0	0	0	
Total		560	575	631	692	

### 3. Extended Profile

#### 3.1 Program

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

Response: 337

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
10	10	9	8	9

#### 3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1669	1601	1465	1325	1118

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

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

2017-18	2016-17	2015-16	2014-15	2013-14
874	874	834	620	613

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

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

2017-18	2016-17	2015-16	2014-15	2013-14
490	534	430	321	314



File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

### 3.3 Teachers

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

2017-18	2016-17	2015-16	2014-15	2013-14
79	70	64	55	51

  

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

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

2017-18	2016-17	2015-16	2014-15	2013-14
79	70	64	55	51

  

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

### 3.4 Institution

#### Total number of classrooms and seminar halls

**Response: 38**

#### Total Expenditure excluding salary year-wise during the last five years ( INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
128	130	130	144	109

#### Number of computers

**Response: 144**

## 4. Quality Indicator Framework(QIF)

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### Criterion 1 - Curricular Aspects

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#### 1.1 Curricular Planning and Implementation

**1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process**

**Response:**

**Response:**

The college is affiliated to the University of Madras and follows the curriculum designed by the University of Madras. The Institution uses a mechanism which has learner friendly ways to learn the curricula prescribed by the University. The Internal Quality Assurance Cell (IQAC) along with the Heads of the Departments plan the curriculum delivery process, prepares general guidelines on new initiatives and the timeline is minuted and circulated. We allocate units to simplify teaching the syllabi. Every unit is planned to be taught in particular months. Work done registers are maintained to ensure that the planned units are completed. The work done register that comprises of the details of subject handlers and names of subjects is used for reference. Members of the faculty follow online lesson plan to deliver the curriculum. As per this plan, they are necessitated to plan their allotted subjects to teach for the whole semester. According to this plan, they are directed to plan their lectures for all days in consecutive weeks. Information and Communication Technologies (ICT) is used for the smart delivery of curriculum. Power Point Presentation (PPT) is a part of ICT teaching that attracts slow learners.

**Academic Plan:**

According to the workload, Semester and Weekly plan are compiled by the faculty members concerned for each subject and uploaded in Online.

University of Madras (UNOM) course objectives are followed in the curriculum delivery. The course outcome is formulated based on the course objectives. Topics beyond syllabus are included based on alumni and Industry feedback. Assignment and seminar topics within the syllabus and beyond the syllabus are given to the students for their better understanding. Innovative Teaching methodology is included in teaching plan.

Seminars, Assignments, Guest lectures, workshops and Exhibitions are carried out to enrich the curriculum delivery. Remedial classes and Bridge courses are conducted as a supplement to the regular classes. Study materials and Question Bank are also issued to the students. Bilingual teaching is adopted until they understand the concepts as majority of the students come from a rural background. The college offers add on courses value added courses and career-oriented classes as a supplement. The suggestions given by the stakeholders are communicated to the University by the Principal. The college has signed MOU's with industries and corporates to enrich the curriculum.

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

### 1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 0

#### 1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Minutes of relevant Academic Council/BOS meetings	<a href="#">View Document</a>
Details of the certificate/Diploma programs	<a href="#">View Document</a>

### 1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 7.84

#### 1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	0	1	2

File Description	Document
Details of participation of teachers in various bodies	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs

**offered during last five years****Response:** 11.28

1.2.1.1 How many new courses are introduced within the last five years

Response: 38

<b>File Description</b>	<b>Document</b>
Details of the new courses introduced	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented****Response:** 100

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 10

<b>File Description</b>	<b>Document</b>
Name of the programs in which CBCS is implemented	<a href="#">View Document</a>
Minutes of relevant Academic Council/BOS meetings.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years****Response:** 18.62

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1554	0	0	0	0

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

## 1.3 Curriculum Enrichment

### 1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

#### Response:

The institution takes initiatives to integrate cross cutting issues relevant to gender, Environment sustainability, Human values and professional ethics into the curriculum updated.

The college through its department conducts orientation programmes that make the students to be aware of gender equality. The Nirbhaya Women's Cell established for the Female students organises seminars, workshops on relevant topics like sexual harassment and women rights.

Gender based issues, Human values and professional ethics are imparted to the students through many awareness programmes in the form of skit, mime, rally, puppet shows by MSW Department. The Nirbhaya Women's Cell, NSS, YRC, RRC and CCC also organise activities that enrich human values and professional ethics among students. The college is free from sexual harassment, ragging and malpractices.

A paper on EVS is introduced by the University compulsorily and followed by the College to educate the students about the environment and sustainability. This paper brings awareness of understanding the importance of protecting the environment, maintaining pollution free green and clean zero waste campus. As an extension of what they learnt the students maintain the college as an eco-friendly campus. The college maintains an organic garden in the college premises and the products like green leaves, vegetables, fruits are sold in the college at a reasonable rate. The workers and students are appointed to maintain the organic garden in the college premises.

'Value Education' classes are conducted for the III year students based on the need for the present generation where they learn values such as Obedience, Truthfulness, Self-discipline, Respect, Truthfulness, Self -Motivation, Compassion, Self -Control, Respect for Parents, teachers, society, elders, women, the disabled , the third gender, brotherhood, equality and patriotism and concern for Environment etc. Destination Excellence and Value education programme aims at positioning students for success.

Ethics seeks to resolve questions of human morality by defining concepts such as good and evil, right and wrong, virtue and vice, justice and crime. As a field of intellectual inquiry, moral philosophy also is related to the fields of moral psychology, descriptive ethics, and value theory. It is essential for professionals in any field to have an understanding of the ethical problems and principles in their field. But anyone, no matter what their job is, must deal with many other professions as well. Part of professional ethics is the

understanding the ethics of other professions and correct ethical behaviour while moving with others and other professionals. Training students in good work ethics is essential and the curriculum also teaches the same.

The college tries to impart cross cutting issues relevant to Gender, Environment Sustainability, Human Values and Professional Ethics into the curriculum as far as possible through various awareness programmes.

File Description	Document
Any Additional Information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

**Response: 2**

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 2

File Description	Document
Details of the value-added courses imparting transferable and life skills	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.3 Percentage of students undertaking field projects / internships

**Response: 8.33**

1.3.3.1 Number of students undertaking field projects or internships

Response: 139

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

## 1.4 Feedback System

**1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise**

**A. Any 4 of the above**

**B. Any 3 of the above**

**C. Any 2 of the above**

**D. Any 1 of the above**

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

File Description	Document
Any additional information	<a href="#">View Document</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

**1.4.2 Feedback processes of the institution may be classified as follows:**

**A. Feedback collected, analysed and action taken and feedback available on website**

**B. Feedback collected, analysed and action has been taken**

**C. Feedback collected and analysed**

**D. Feedback collected**

**Response:** B. Feedback collected, analysed and action has been taken

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

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average percentage of students from other States and Countries during the last five years

**Response:** 0.22

##### 2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	5	0	7	1

#### File Description

#### Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

#### 2.1.2 Average Enrollment percentage (Average of last five years)

**Response:** 77.43

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

2017-18	2016-17	2015-16	2014-15	2013-14
692	631	575	560	469

##### 2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
874	874	834	620	613

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)



**2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years****Response:** 77.43

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

2017-18	2016-17	2015-16	2014-15	2013-14
692	631	575	560	469

**File Description****Document**

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)**2.2 Catering to Student Diversity****2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners****Response:****Response**

Nazareth College of Arts and Science with its clearly defined vision and mission provides students a congenial platform for attaining holistic growth and development through its effective and well-planned Teaching, learning and evaluation system.

The entry level of knowledge is tested with a few questions on each subject by the subject teacher and the students are categorized based on their learning ability, academic standards, classroom learning and academic performance as slow and advanced learners. The slow learners who have a limited listening and retention space are given additional exercises to get a better understanding of their related subjects. The remedial coaching offered by the institution helps the students to overcome the barriers in learning. The need for one to one tutorial is identified during the mentoring session and the same is implemented.

The advanced learners are motivated to present on the topics beyond the syllabus. This provides an opportunity to enhance the reading habits that supplement their learning capability. They are also provided with more opportunities to discuss, debate on the contemporary topics. They are also encouraged to participate in workshops/seminars and conferences to present papers.

The institution follows series of Unit wise slip tests, Open book tests to assess the students' performance. The arrear clearance cell identifies the students with arrear and conducts necessary extra classes to help them clear the same. The faculty mentors work closely with the students to reason out the scholastic

backwardness to help them prepare the study plan to face the university examination. The students are also provided with opportunities to learn speaking and writing skills.

### Initiatives for Advance Learners [STRIVE FOR GREATER GOALS]

- Appointing them as leaders in peer group teaching.
- Appointing them as office bearers in department associations.
- Engaging them in Research (Qualitative and Quantitative).
- Encouraging them to take projects from industry.
- Deputing them for seminars, conference and workshops.
- Encouraging them to write articles and present papers.
- Assigning seminar topics beyond syllabus.
- Encouraging and deputing them for field visits and internships.
- Preparing them for competitive examinations.
- Assigning leadership roles to coordinate college programmes.
- Appointing them as members representing their department in Student Development Committee.

### Initiatives for the Slow Learners:

- **Remedial teaching:** Remedial teaching is arranged for students who lag behind in core academic areas.
- **Tutorials:** The students meet the tutor to have a broader discussion of the particular topic or a unit from a course.
- **Peer Mentoring (Advanced Learners):** The advanced learners help the slow learners through group study and assist them in collecting notes.

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

### 2.2.2 Student - Full time teacher ratio

**Response:** 21.13

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

### 2.2.3 Percentage of differently abled students (Divyangjan) on rolls

**Response:** 0.42

#### 2.2.3.1 Number of differently abled students on rolls

**Response:** 7

File Description	Document
List of students(differently abled)	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

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

#### Response:

#### Response

The College ensures that a rich learning experience is provided to all the students using alternate teaching pedagogy along with the traditional methods.

#### Experiential Learning:

To make an impact beyond four walls, the institution brings leaders from MNC, NGOs, Portfolio managers to address the students on real world challenges at work place. The students of Business Administration carry out mini projects during the second year of the study while the final years do a major project. Study tour is a component of the field work training in social work education that encourages students to understand the realities of society, both sociological and social work aspects. The students of social work undertake mini research which form a compulsory component of the fieldwork. They also undergo block placement and summer placement for twenty four working days based on their specialization. The department of Social work, Extension and outreach cells encourage students to carry out surveys for obtaining first-hand information on emerging issues for concept clarity. The students of Computer Science and Applications are encouraged to do mini projects, attend seminars, present papers and engage themselves in internship and live projects. Industrial visits help the students to learn practically by interacting with the employees. Stock exchange simulation tool is used by the departments of Commerce and Business Administration to understand the stock market trends.

#### Participative Learning:

Students of all departments actively take part in group discussions, organizing exhibitions, poster displays, participating in curricular and co-curricular competitions, interactive lectures by eminent resource persons, group activities like brainstorming, role play, field work, academic debates. The department of Business Administration and Social Work use focus group discussions to enhance the participative learning. The language departments organize quiz, creative writing, oratory and recitation periodically to hone their language skills. Book reading and Dramatics club of the college actively encourage every student to interact to their level of enthusiasm and participation. In-house research projects form a part of curriculum to promote a sense of enquiry, making observations, experimentation and drawing inferences. Extension / Outreach cell involve students in various socially responsible activities to enhance the civic sense. The department of Social Work engages the students in participatory learning through various techniques like

community survey, critical incident analysis, field visits, Participative Rural Appraisal (PRA) techniques.

### Problem Solving Methodology:

Inducing higher level of thinking and ensuring lifelong learning are methods of problem-solving methodologies. The teachers use the case study method in the departments of Business Administration, Commerce and Social Work so that students can learn with examples to develop their skills in problem solving, decision making and also cope with ambiguities.

**Integration of ICT:** ICT is extensively used in teaching/learning all UG final years; PG students do power point presentation for seminars.

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

### 2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

**Response:** 96.2

#### 2.3.2.1 Number of teachers using ICT

**Response:** 76

File Description	Document
List of teachers (using ICT for teaching)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Provide link for webpage describing the " LMS/ Academic management system"	<a href="#">View Document</a>

### 2.3.3 Ratio of students to mentor for academic and stress related issues

**Response:** 22.55

#### 2.3.3.1 Number of mentors

**Response:** 74

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

### 2.3.4 Innovation and creativity in teaching-learning

#### Response:

The biggest challenge for any teacher is capturing each student's attention, and conveying ideas effectively enough to create a lasting impression. As a teacher, to tackle this challenge effectively; one should implement innovative and creative ideas that make the classroom experience much more lovable for the students.

Innovation and creativity are fundamental to all academic disciplines and educational activities and increases the student's ability to learn things profoundly. Traditional teaching learning method is used by the teachers which are strengthened by various pedagogies. A short description is listed below:

**Lecture Method:** This conventional method is used which facilitates the teacher to interpret, explain, and revise the content of the syllabus. The teacher follows specific objectives of learning assigned for each unit which makes the students to have a clear understanding of the unit and subtopics.

**Case Study:** This participatory method and discussion of the concepts give clarity to the students. The discussion helps them to master their communication, engage them in critical thinking and also help them to be aware of group dynamics.

**Newspaper Analysis:** The newspaper is the most widely used of the media in classroom which is a result of National Campaign Newspaper in Education. This method motivates students to learn with fun, bridges gap between classroom and real world, increase vocabulary and help in concise writing.

**Audio – Visual Aids:** This method develops their ability to listen and understand concepts better through film strips, movies, pictures etc. Cinema is the most effective mass media instrument. Documentary films are screened from time to time to the students. Visuals engage students and grab their interest towards the topic effectively. YouTube video lectures are used for effective teaching both for UG & PG students. As emotions play key roles in learning attitudes and changing behaviour, teachers must impact learner's affective domain. Foster reflection is the main goal in this cinematic teaching technique. Special environment for fostering open-hearted discussions help teachers improve their self-knowledge, and develop closer relationships with colleagues and students through the affective domain.

#### Project Based Teaching:

Project-based Teaching is a dynamic classroom approach in which students actively explore real-world problems and challenges and acquire a deeper knowledge. Project-based learning works well for Social work students and Management students where the learning objectives are clear, supportive of the broader curriculum, and the teacher is able to play an active role in supporting the development of students understanding.

#### Brainstorming:

It helps the students to voice their thoughts and develop a healthy medium for discussion and training.

**Blended learning:** Digital resources are combined with traditional classroom methods to meet students' diverse learning needs. The blended learning uses Google classroom, Android, iOS devices and video to

promote sharing and collaboration.

**E-Sharing:** It is a way of sharing information through online via Google classroom and Skype. The students are encouraged to post their queries on a particular technology in whatsapp group and Google classroom.

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

## 2.4 Teacher Profile and Quality

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

**Response:** 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

**Response:** 5.44

#### 2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
7	4	2	2	3

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 2.4.3 Teaching experience per full time teacher in number of years

**Response:** 4.43

## 2.4.3.1 Total experience of full-time teachers

Response: 350.10

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

**2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years****Response:** 6.27

## 2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of award letters (scanned or soft copy)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years****Response:** 1.61

## 2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	<a href="#">View Document</a>



## 2.5 Evaluation Process and Reforms

### 2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

#### Response:

The institution follows a transparent and systematic process of continuous internal evaluation system, where the students are graded with their internal marks based on the attendance, assignment, seminar, slip/monthly test & model test.

The institution has made following reforms based on the feedback from students and other stake holders:

1. The college has introduced open book test as a part of Continuous Internal Evaluation (CIE). This has helped the student to gain confidence in improving their internal marks, thereby enhancing the student general morale toward university exams.
2. The college has introduced slip test for every unit. As the portion is less, the students get to score better marks in slip test, which gives them good internal marks.
3. The department of Social Work has introduced online testing system.

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

### 2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

#### Response:

A transparent evaluation pattern is formulated and communicated to the faculty, students and stakeholders. Internal assessment is carried on as per the University of Madras guidelines. As per the university norms, internals are assessed for twenty five marks. Each semester internal marks are assessed based on the variety of tests, assignment, seminar and attendance. A calendar for continuous internal assessment is made in advance, uploaded in website and displayed in student notice boards by the Examination department.

A common criteria is followed by all departments for assessment of assignment and seminar. In every semester, monthly tests, assignments, seminar and a model exam are conducted. The students for all those on medical grounds or who were absent due to their representation in sports and games are given a chance to improve their internal marks. The frequency of Internal monthly tests is once in twenty five working days.

Out of 3 internal tests (CIA, Open Book test, Model Exam) the two best marks will be considered. The overall performance of the student is taken into consideration while giving internal marks. Internal marks are awarded for the students with their full consent to the grading. The marks of the students for the



Continuous Internal assessment component are shared with the students before the same is uploaded in the university portal.

### Internal Evaluation pattern:

#### Portions:

I CIA	1.5 Units
II CIA	1.5 Units
Open Book Test	1.5 Units
Model Exam	5 Units

#### Marks Distribution:

Tests	10 Marks
Assignment	5 Marks
Seminar	5 Marks
Attendance	5 Marks

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

### 2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

#### Response:

#### Response

Examinations are conducted as per the University of Madras guidelines. Continuous Internal Assessment (CIA) for each student is conducted by the college in two levels. In the first level, department anchors the CIA 1, CIA 2 and open book test. In the second level model exam is anchored by the Examination Cell who has a common timetable and conduct in the same process as the University of Madras end Semester Examination. The Mentoring system takes care of the performance Academic backwardness and guides the individual student in their study plan.

The CIA grievances are redressed at the department level with the Head of the department and the End

semester examinations grievances are redressed to the Chief Superintendent of Examinations through the examination cell. If there is any discrepancy regarding question paper, the same is communicated to the Controller of Examinations, University of Madras. All infrastructure grievances such as sitting, insufficient lighting etc are handled by the Chief Superintendent of Exam in consultation with the management.

**Transparent:**

The internal marks are disclosed to the students in the notice Board. Any grievances are addressed at this level redressed by the class teacher and Head. Major grievances are referred to the Examination Co Ordinator / Principal.

**Time Bound:**

The continuous Internal Assessment and Model exam are conducted as per the schedule in the Academic Calendar. The marks are shared with each student by the subject teacher along with the remarks on scope of improvement. The end semester exam grievances are addressed to the Controller of Examination, University of Madras through the Chief Superintendent. If there is any discrepancy regarding question paper, the same is communicated to the Controller of Examinations, University of Madras.

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

**2.5.4 The institution adheres to the academic calendar for the conduct of CIE**

**Response:**

Academic Calendar serves as a source of information and planning document for faculty, departments and students. The same is compiled by IQAC, Principal, calendar committee and all the heads as members. The CIE and annual examination schedule are printed in the student's handbook which is also uploaded in the college website. The institution strictly follows the schedule of examination as per the academic calendar except in case of natural calamities and Government announcements and the same is re-planned.

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

**2.6 Student Performance and Learning Outcomes**

**2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students**

**Response:**

The College has developed learning objectives, program outcomes (PO), program specific outcomes (PSO) and course outcomes (CO) for all its programs after thorough discussions with all stakeholders like faculty, and academic peers. The Internal Quality Assurance Cell monitors the effectiveness of the program outcomes and also evaluate the same at the end of the semester.

Program outcomes, program specific outcomes and course outcomes of all the programs offered by the institution are communicated to both teachers and students as follows -

**FACULTY LEVEL: Course outcome planning and Execution Mechanism:**

- The Heads of the Departments convene the meeting with the course instructors to discuss and write the course outcomes.
- The department faculty members incorporate the PO's, PSO' and CO's in their Lesson Plan for curriculum delivery
- The Principal reviews the PO's, PSO' and CO's at the beginning of every academic year in case of new program or course introduced by the Board of Studies.

**STUDENT LEVEL: Course outcome planning and Execution Mechanism:**

- Induction programme educates the newly admitted students at the beginning of the academic year.
- The course teachers present the CO's to the students during the subject orientation.
- There is continuous reminder of PO's, PSO' and CO's throughout the programme and in mentoring process.
- The Department wise PO's, PSO' and CO's are available in the library for reference.

File Description	Document
COs for all courses (exemplars from Glossary)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution****Response:****Response**

The institution assess the attainment of Programme outcomes, Programme Specific outcomes and Course outcomes through various assessment techniques. The Programme outcomes are measured by the final grades or attainment of class by the university during their final examinations. The Programme specific outcomes are evaluated based the job placement of students in their respective field. The course outcome is

measured by the course instructor during the class hours and measured through continuous internal evaluation.

The students of literature gain different skills in listening, speaking, reading and writing. They are exposed to different kinds of world literature and diverse literary works.

The students of Business Administration advances in knowledge and understanding of Business, Industrial Relations, Labour Management and Human Resources.

The students of Commerce excel in different types of accounting, entrepreneurial skills and marketing skills.

The students of Computer Science are exposed to analytical, critical and problem solving skills.

The Students of Computer Applications learn domain expertise, testing concepts and software applications.

The students of Social Work apply ethical principles to engage, assess, intervene and evaluate with individuals, families, groups, organisations and communities. They advance human rights, social, economic justice and apply knowledge in human behavior and engage in policy practice.

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

### 2.6.3 Average pass percentage of Students

**Response:** 58.13

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 279

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 480

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

## 2.7 Student Satisfaction Survey

**2.7.1 Online student satisfaction survey regarding teaching learning process**

**Response: 3.1**

NAAC

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 0.62

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.62	0	0	0	0

#### File Description

#### Document

List of project and grant details

[View Document](#)

Any additional information

[View Document](#)

**3.1.2 Percentage of teachers recognised as research guides at present**

**Response:** 0

3.1.2.1 Number of teachers recognised as research guides

**3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year**

**Response:** 0.03

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 2

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 313

#### File Description

#### Document

Supporting document from Funding Agency

[View Document](#)

Funding agency website URL

[View Document](#)

## 3.2 Innovation Ecosystem

### 3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

#### Response:

**Nazareth Business Learning Centre (NBLC)** is an innovative incubation centre created with a vision to provide students and staff an opportunity to showcase their potential and to give an identity to them. This help to generate and provide a new ecosystem for the young entrepreneurs. This is a platform which extends a helping hand providing business planning support, supply of seed capital, providing industry partners, trainings, etc. NBLC creates a platform for knowledge transfer, consultancy, production centre, micro finance, resource centre.

#### Activities undertaken by NBLC

1. Business planning
2. Product designing
3. Supply of seed capital
4. Training
5. Networking with investors
6. Entrepreneur meet
7. Industrial visits

#### Solar Project:

This innovative project was anchored by the students. The students were trained in assembling the parts and solar panels erected. Further it is to be continued as assembling mini solar inverters that are to be supplied to the adopted villages of the college.

#### Mushroom Cultivation:

The Students of Nazareth College were trained in cultivation of mushrooms. The yield of the same was distributed to the staff members.

#### Quilling Jewellery:

NBLC organizes training on quilling jewelry. Different designs of ornaments were made and sold during all events of the college.

#### Paper Bag Project:

Students of Nazareth College were trained in the manufacture of news paper bags and were supplied to different vendors. The member students of Eco Club of Nazareth College visit different schools to create awareness on reuse of news papers. Schools students were encouraged to bring in old news papers which were used for our manufacture of paper bags. The students were also honoured as Green Ambassadors.

**Other Initiatives:**

- The Student Project and Entrepreneurial Development Cell enables the stakeholders to identify Business opportunities, and start small scale business enterprise and facilitates them in Business plan preparation. It organizes Business plan contest for BBA and BCOM students. It also systematizes 'College Bazaar', a joint initiative by the students of Business Administration, Commerce (shift I & II) and Self-Help Groups of Kovilpathagai.
- The departments encourage the female students to bring healthy snacks and sell through the initiative of Health Club 'Eat Healthy and Be Healthy' thereby encouraging them to earn while they learn.
- Tailoring course is given to students, faculty members and community women in the neighbourhood of Nazareth and Self Help groups in Avadi which helps them in self employment.
- Students are trained in Organic Farming and Horticulture. Landscaping is done by the students in the college.

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

**3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years****Response: 1****3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

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

**3.3 Research Publications and Awards****3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research**



**Response:** Yes

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

**3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards****Response:** No

File Description	Document
e- copies of the letters of awards	<a href="#">View Document</a>

**3.3.3 Number of Ph.D.s awarded per teacher during the last five years****Response:** 0

3.3.3.1 How many Ph.Ds awarded within last five years

3.3.3.2 Number of teachers recognized as guides during the last five years

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

**3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years****Response:** 0.25

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	11	1	0	0

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

### 3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

**Response:** 0.91

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
15	5	20	9	9

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

## 3.4 Extension Activities

### 3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

**Response:**

**Response:**

The extension units like NSS, YRC, and RRC play a vital role that help in sensitizing the students' social issues which help them in their holistic development. All extension units conduct rally, street play, mime, puppetry and use posters, handouts as a medium of publicity.

**National Service Scheme (NSS):** Various activities like distribution of saplings, blood donation camps, Health camps, campus and community cleaning, cleaning lake borders, road safety and 'SWACHH BHARAT ABHIYAN' drive to clean college in tune with Government of India's 'Clean India' drive which is undertaken by NSS students.

Various awareness programmes on nutrition, dengue fever, head injury, breast cancer awareness, organ donation, distribution of sampling, awareness programmes on Blue Whale Game, blood donation camp are organized by NSS students to the local community. The students also raise funds and relief materials for the victims of storm and floods. The students have contributed substantially for the recent storm in Nagapattinam, floods at Kerala and donated relief materials through the Lions Club, worth rupees twenty thousand.

Further the NSS along with NERF (Nazareth Relief and Rehabilitation Foundation) a CSR (Corporate social Responsibility) initiative of Nazareth has reached out to the community in times of natural

calamities, conducted disaster preparedness training programs, collected relief materials, and worked towards rehabilitation of the affected people.

**Youth Red Cross (YRC) :** Blood donation camps and awareness programs on head Injury are organized in the college in collaboration with the Avadi Traffic Police and Dr. Ghosh Charitable Trust Chennai by YRC every year. Further these awareness programmes are conducted in the public places like railway station, heavy traffic lanes and community.

**Red Ribbon Club (RRC):** The Red Ribbon Club of the college plays a vital role in creating awareness on AIDS (Auto Immune Deficiency Syndrome) and other life-threatening issues as directed by the state government. The members voluntarily donate blood to the patients to meet the emergency requirement of the public. Also, the International AIDS day is commemorated by Ribbon formation.

The community is sensitized on various social issues and in the process of extending the programs to the community the students are also sensitized. These extension activities have a great impact on the community around the college and also develop the students' teaching and communication skills, leadership qualities, teamwork skills, problem solving, organizational skills and help their holistic development. On the whole extension activities help the students to grow as responsible citizens of the country.

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

### 3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

**Response: 0**

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

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

### 3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry,

**Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years****Response: 16**

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	4	2	3	4

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach programs conducted with industry,community etc for the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years****Response: 1.17**

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
30	20	10	28	0

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

### 3.5 Collaboration

#### 3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

**Response:** 45

##### 3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
22	5	3	6	9

File Description	Document
Number of Collaborative activities for research, faculty etc	<a href="#">View Document</a>
Copies of collaboration	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

**Response:** 6

##### 3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
5	1	0	0	0

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

NAAC

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.**

**Response:**

The institutional building is designed for earth quake resistant, built ergonomically to promote conducive environment for good teaching and learning. Every classroom is ventilated well and sufficient to accommodate the entire student strength. The institution has two blocks and they are connected through an aero bridge.

The overall infrastructure easily caters to the 7 UG courses and 4 PG courses. Apart from the computer and a printer, every department has one LCD projected for their use. The College is a wi-fi enabled campus. The faculty members are given login and password to access the wi-fi for their use. They are encouraged to use them during the class sessions for effective learning and teaching.

The campus is a disable friendly and necessary allocation of classrooms are made to accommodate easy mobility of differently able students. Every classroom has pin-up notice board where relevant news corresponding to their course is shared by the faculty & students.

The College has created a new air-conditioned centralized library to accommodate collection of books, journals, magazines and newspapers. This help the students to spend maximum productive time in library.

The College has a common auditorium, open air atrium, seminar hall which are used for various programmes like workshop, conferences, departmental functions, campus drives and other extension activity programmes.

The Institution have three hi-tech computer laboratory for the students of Computer Science and Computer Applications, equipped with more than one hundred and fifty computers. The other departmental students also use them for their allied / non-major elective and add on courses. The entire labs are connected by Local Area Network. The second lab has a virtualization network, where the monitors are connected to the server through a virtualization kit. This help the students to access fast and carry out their practical's quicker. The college has also provided with laboratory with thirty microprocessor kits and twenty digital kits.

The college has an exclusive Reverse Osmosis Plant to enable pure and safe drinking water facility to the students. The Institution has also provided necessary rest rooms and lavatory for male and female as per the norms prescribed for the public utility purpose. The maintenance team of the college supervises the cleanliness of the campus.

The College has erected a solar power plant of eight kW to power the admin area. Besides a diesel generator with forty five kw power is provided as a standby to provide un-interrupted power supply.

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

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

##### Response:

The college gives importance to sports and games as equal to academics as it plays an important role in the students' overall personality development. The institution has adequate facilities for sports and cultural activities. The Physical Education Department chooses players for different teams and provides regular practice. Special coaches are invited to train the students. Besides university tournaments, the students are encouraged to take part in district, state and national level tournaments.

The college has a vast playground, volleyball court, kho kho court and athletic tracks, which can accommodate 200 meter track. The college has two clay courts for tennis. There is a separate cement court for basketball. The Tennis and Volleyball courts have floodlights. The institution purchases all necessary sports equipments at regular intervals based on the need. The sports equipments are maintained by the physical director and the team of student coordinators. The sports facilities are used by students community of the college and is also open for sports activities conducted by sports associations at the district level/state level/University level.

The college has a gymnasium to help the team members of different sports and games to strengthen their physique and to stay fit. It is equipped with multi-exercise machine, dumbbells, bench press, cross-bars with weight plates.

The college has a good infrastructure to conduct its cultural activities. It has a centralised air conditioned auditorium, a seminar hall and an outdoor stadium. The students are motivated to participate in the inter-house cultural competitions to exhibit their talents.

**Outdoor Stadium:** The size of the area utilised for organising the cultural event is around 8000 sq.ft.

**Indoor Auditorium:** The centralised air conditioned auditorium has a seating capacity of 500 students with sound infrastructure. It has been built to conduct all State, National and International Conferences and forums.

**Seminar Hall:** The seminar hall has the seating capacity of 120 students and is used to hold minor events.

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



**4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc****Response:** 23.68

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

Response: 9

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	<a href="#">View Document</a>
any additional information	<a href="#">View Document</a>
Link for additional information which is optional	<a href="#">View Document</a>

**4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.****Response:** 27.36

## 4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
20.00	40.00	20.00	75.00	25.00

File Description	Document
Details of budget allocation, excluding salary during the last five years	<a href="#">View Document</a>
Audited utilization statements	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.2 Library as a Learning Resource****4.2.1 Library is automated using Integrated Library Management System (ILMS)****Response:**

The library uses the partially automated library software developed by the students for digitizing the book

records. The management has planned to automate the central library using Integrated Library Management system. The college has created a database of the list of books/journals available in the institution. However, the integration with our website is to be carried out. The college has provided INFLIBNET E-resource to the faculty members for enriching their knowledge. The institution uses free search engines for any research/study/survey purpose. Various E-Resources are available in the library for the use of faculty members and students.

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

#### 4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

##### Response:

The college library has a collection of rare and special books. The library has 41 books on history, economics, accounts, travel and literature. The students are given awareness on these rare collection to appreciate the value of the book. These books are displayed on a special rack and the students are encouraged to read and get insight. The primary function of these books is to foster research in humanities by providing access to these books. The college library provides access for the students and staff to download rare books from the rare book society of India.

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

#### 4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

**D. Any 1 of the above****Response:** E. None of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	<a href="#">View Document</a>

**4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)****Response:** 0.99

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
1.50	1.00	1.00	1.00	0.45

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.2.5 Availability of remote access to e-resources of the library****Response:** No**4.2.6 Percentage per day usage of library by teachers and students****Response:** 3.43

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 60

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

### 4.3 IT Infrastructure

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

**Response:**

The institution has provided adequate IT facilities to office and various departments. The college has five numbers of four mbps internet connection obtained from UGC/BSNL scheme and four numbers of twenty mbps of private internet facility to cater to the needs of the campus. These IT facilities are updated at regular intervals. The college is wi-fi enabled and the staff members are provided with the access to use internet for all their academic purpose. The computer laboratories are interconnected through Local Area Network. They are provided with internet facility to support add-on courses. The college has a bio-metric attendance system for all the faculty members. The entire campus is equipped with digital camera and every move is monitored by the Principal.

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

#### 4.3.2 Student - Computer ratio

**Response:** 11.59

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

#### 4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

**>=50 MBPS**

**35-50 MBPS**

**20-35 MBPS**

**5-20 MBPS**

**Response:** <5 MBPS

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

#### 4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

<b>Response:</b> No	
<b>File Description</b>	<b>Document</b>
Facilities for e-content development such as Media Centre, Recording facility,LCS	<a href="#">View Document</a>

#### 4.4 Maintenance of Campus Infrastructure

<b>4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years</b>				
<b>Response:</b> 25.86				
4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)				
2017-18	2016-17	2015-16	2014-15	2013-14
27.45	37.67	37.70	30.07	31.6
<b>File Description</b>	<b>Document</b>			
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>			
Audited statements of accounts.	<a href="#">View Document</a>			
Any additional information	<a href="#">View Document</a>			

<b>4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.</b>
<b>Response:</b>
<p>The Institution has a clear policy and procedure for maintenance of academic support facilities. Be it, infrastructural or ICT equipment, library books &amp; journals, etc., the Campus Manager has register to maintain inward and outward movement of stock. Annual infrastructure audit is conducted at Department level and IQAC level. Stock registers are maintained both at Administrative office and Departments. Repairs are attended within stipulated time and the same is marked in the register.</p> <p>The library stock is regularly subject to audit. Torn or worn out books are replaced upon request. The library committee channelizes the requirement of Books, Journals from various departments.</p> <p>Apart from the campus manager the institution has maintenance staff like electrician and plumber who keeps checking all the electrical fittings/fans and other items for safety and proper functioning. The</p>

institution maintains register for complaints and they are addressed immediately. The computer lab has a service room and in case if any repair of computer parts, the lab assistants would address the same and they are rectified.

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



## Criterion 5 - Student Support and Progression

### 5.1 Student Support

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

**Response:** 11.08

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

2017-18	2016-17	2015-16	2014-15	2013-14
201	201	158	109	132

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

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

**Response:** 3.55

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
28	30	47	57	75

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

#### 5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

**Response:** C. Any 5 of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

#### 5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

**Response:** 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

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



**5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years****Response:** 0.79**5.1.5.1 Number of students attending VET year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
15	49	0	0	0

**File Description****Document**

Details of the students benefited by VET

[View Document](#)

Any additional information

[View Document](#)**5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases****Response:** Yes**File Description****Document**

Details of student grievances including sexual harassment and ragging cases

[View Document](#)

Any additional information

[View Document](#)**5.2 Student Progression****5.2.1 Average percentage of placement of outgoing students during the last five years****Response:** 37.05**5.2.1.1 Number of outgoing students placed year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
68	188	265	87	149

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

### 5.2.2 Percentage of student progression to higher education (previous graduating batch)

**Response:** 8.16

5.2.2.1 Number of outgoing students progressing to higher education

Response: 40

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

**Response:** 26.67

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	0	1	0	0

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	1	3	0	0

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 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) during the last five years.

**Response:** 7

5.3.1.1 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-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	3	1	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

**Response:**

The management created the Student Development Cell to encourage active participation of students in decision making process related to support services and academics.

Student Development Committee is a formal body of student representatives from various departments nominated by a panel of staff members. The nominated members are interviewed by the team of Principal and Vice Principal based on certain criteria. The SDC members give suggestion for quality improvement in student support services. These also coordinate major events of the college like College Day, Sports

Day, Inter Departmental Cultural, Inter Collegiate Cultural.

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

### 5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

**Response:** 3.6

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	4	2	3	3

File Description	Document
Report of the event	<a href="#">View Document</a>
Number of sports and cultural activities / competitions organised per year	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 5.4 Alumni Engagement

**5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years**

**Response:**

The alumni association at Nazareth College fosters a spirit of loyalty and works towards promotion of welfare of the organization. The Alumni of the college work towards strengthening of the institution. Every time, an alumni visit the college, he/she would be received well and a short meeting is arranged with the respective department student to help understand the opportunities and challenges outside the college premises. This helps the students to prepare themselves for the future. The sports alumni students joined together and contribute tuition fee to the a one of the deserving students. They also contribute towards sponsorships for department program. Our alumni are invited for guest lecturing and as resource person for workshops conference and seminars. The college has registered the alumni association under the registrar of association to enable a structured process.

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

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

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

**Response:** 4 Lakhs - 5 Lakhs

File Description	Document
Any additional information	<a href="#">View Document</a>
Alumni association audited statements	<a href="#">View Document</a>

**5.4.3 Number of Alumni Association / Chapters meetings held during the last five years****Response:** 0

## 5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

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

**Response:**

The Institution has a clear Vision and Mission.

**Vision**

To build enriched socially responsible citizens and leaders through quality higher education.

**Mission**

1. To provide the best resources to impart the highest quality education.
2. To provide opportunities to the students for practical exposure to meet the challengers of global competency.
3. To provide value based education for nation building.
4. To provide creativity leadership training and placement.

The management follows democratic leadership procedure to ensure that the policies and guidelines are framed for all academic matters in accordance with the Vision and Mission of the institution. These policies are communicated through staff meetings, practiced in the day to day governance and administration. The college follows decentralized governance constituting various cells, clubs and associations, enabling leadership and responsibility even at micro level which helps to accomplish the Vision and Mission.

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

#### 6.1.2 The institution practices decentralization and participative management

**Response:**

The college promotes a culture of participative management where the management, the Principal and the Heads of the Departments implement the quality policy and procedure of the institution. All decisions regarding academic matters are taken in consultation with the Heads of the Departments. The Heads of the Departments conduct frequent meetings to discuss and decide on various academic activities. All Faculty meeting is convened twice a semester where presentations are made on future programs. Suggestions and ideas are shared, deliberated and executed.

Decentralization ensures autonomy at every level of management. The management provides an operational autonomy to the Principal within the institutional framework and policy. The Heads of the Departments are given authority to make their own decisions pertaining to their departments.

The following committees work to decentralize the academic and administrative activities.

1. IQAC
2. Discipline Committee
3. Nazareth Centre for Academic Excellence
4. Examination Committee
5. Placement Committee
6. Library Committee
7. College Industry Interaction Cell
8. Student Project and ED Cell
9. Physical Education Committee
10. Health Centre
11. Publicity Cell
12. Hospitality Cell

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

## 6.2 Strategy Development and Deployment

### 6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

#### Response:

The college has different academic and non-academic committees that ensures strategic planning and deployment at different levels in order to have successful completion of any event.

Following is an example of a Strategic plan of Nazareth Centre for Faculty Excellence (NCFE) that is successfully implemented.

#### INTRODUCTION:

With over six months of preparatory work our college developed a step strategic plan to strengthen the Teaching and Learning process to Global standards. The present reality of the parent university affiliated colleges is that they have no freedom in curriculum development. Within the frame work of the freedom the college developed a curriculum delivery plan to make education more personalized and innovative. The Internal Quality Assurance cell with the team of heads laid down a plan which decides the future of the students passing out of this college.

**ENVISIONED FUTURE:**

Nazareth college embraces a culture of Innovation and Creativity in Teaching and Learning process for all the students. Regardless of the situational positioning of the college each faculty act as a educator, counsellor, advocate who guides the students to success responding to the challenges of global standards.

**GOALS & STRATEGIES:**

In order to achieve this envisioned future, the college identified a goal that will enables faculty members to give personalized and student-centred focus in teaching and learning. The goal is followed by strategies that address the way the goal is achieved for an envisioned future.

**GOAL:**

To provide student personalized education based on Innovative teaching pedagogy to enhance their experimental, participative and problem-solving method of learning.

**STRATEGY 1:**

Train the teachers to include innovative pedagogy in the lesson plan system.

**STRATEGY 2:**

Train the teachers to use Innovative pedagogy to enhance their learning experience.

**STRATEGY 3:**

Train the students in creative writing and critical thinking to personalize their learning experience and prepare them to challenge placement in global market

**STRATEGY 4:**

Embed Global competency into the curriculum delivery in all courses.

**STRATEGY 5:**

Provide contemporary infrastructure to enhance teaching and learning.

**STRATEGY 6:**

Collaborate with NGOs, Governmental organizations and International organizations to strengthen the teaching and learning methods.



File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>
Strategic Plan and deployment documents on the website	<a href="#">View Document</a>

### 6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

#### Response:

The college is headed by the Secretary, one of the managing trustees of the trust. The Principal who is the head of academics & administration reports to the Secretary. The heads of various departments take the instruction from the Principal. The management council supports the Principal in managing the institution.

The College has different cells, clubs, association and committees that oversee the functions of every activity, be it academic or non-academic. The HR policy of the institution is circulated to the faculty members which provides all information with regards to the service rules and procedures. The institution follows a systematic recruitment process, where the first round of interview goes with the Principal and the Heads of the Departments. Upon academic satisfaction, the prospective faculties will meet the Secretary for finalization of recruitment.

The promotion for the faculty member is based on the performance appraisal which is carried out at the end of the academic year. The college has a grievance redressal cell to cater to the needs of the students. The college has provided a box for the students to drop in a complaint/grievance/suggestion. The students have the access to meet the Principal or Secretary to express their grievances.

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

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

- 1.Planning and Development
- 2.Administration
- 3.Finance and Accounts
- 4.Student Admission and Support
- 5.Examination

A. All 5 of the above

**B. Any 4 of the above**

**C. Any 3 of the above**

**D. Any 2 of the above**

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

<b>File Description</b>	<b>Document</b>
Screen shots of user interfaces	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### **6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions**

**Response:**

##### **About the Higher Education for Persons with Special Needs (HEPSN)**

The persons with Disability Act 1995 indicate that disabled persons should have access to education at all levels. This cell was constituted in the campus to provide equal educational opportunities to disabled persons, spread awareness among the teachers and students on the specific needs of persons with disability. The cell explores suitable placement opportunities and also monitors the implementation of all existing and future legislation pertaining to higher education of persons with disabilities.

##### **Title of the Program:**

Training program for teachers in Identification and Management of dyslexic children and slow learners.

##### **Rationale of the Program:**

Teachers at school are finding it difficult to handle the dyslexic students and slow learners. There is a need to train them to identify and handle these children. Hence a training program was planned to train the teacher trainees of Bachelor of Education and junior teachers of Nazareth School.

##### **Outcome of the Program:**

Teachers gained knowledge to identify and differentiate between slow learners and dyslexic students. The teachers were also trained to manage the them in the class room setting.

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

### 6.3 Faculty Empowerment Strategies

#### 6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

##### Response:

The college has many welfare schemes in place for both teaching and non-teaching faculty members. The provident fund is provided for all the staff members. The college gives free transport facility for all the staff members. The faculty members who attend workshop/conference are provided on-duty. The management also meets the registration fee for participation in various seminars. The staff members are also provided with seed money for their publication of papers in conferences. The non-teaching staff members like drivers and cleaners are provided with free lunch. The college provides additional two days of sick leave over and above entitled 11 days of earned leave. The non-teaching staff also enjoy two weeks of paid holidays during summer vacation. The management provides encashment of earned leave. The outbound professional development program for all faculties is sponsored by the management. Every year the teaching and the non-teaching staff are given gifts during the teacher's day and Christmas eve respectively. On important programs, the management provides lunch to all its staff members. The non-teaching staff are provided with salary advance when they are in need. The management has tied up with Vijaya Bank for sanction of personal loan. The gentlemen staff can avail free accommodation in the boy's hostel. The children of the class four staff members are given admission with fee concession in our group of schools.

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

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

**Response:** 13.17

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

2017-18	2016-17	2015-16	2014-15	2013-14
10	7	16	10	0

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

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

**Response:** 3.6

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

2017-18	2016-17	2015-16	2014-15	2013-14
8	4	1	4	1

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

**Response:** 27.31

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	27	2	49	1

File Description	Document
IQAC report summary	<a href="#">View Document</a>
Details of teachers attending professional development programs during the last five years	<a href="#">View Document</a>

### 6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

#### Response:

Our institution practices an effective self-appraisal system which is enabled through the Internal Quality Assurance Cell to evaluate the performance of the teaching and non-teaching staff members every year. Every staff of the college is evaluated and the outcome of the evaluation is placed with the management for further necessary action. The management reviews the same and necessary skill add on programs / value add on programs are considered for both teaching and non-teaching staff through various programs like FDP and Orientation. To upgrade the quality of the teaching learning process and the administrative performance of our institution.

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

## 6.4 Financial Management and Resource Mobilization

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

#### Response:

The institution conducts both internal and external audits regularly. The accountant of the college do reconciliation of daily accounts on everyday basis with the senior co-staff. The same is also audited by the management on monthly basis. The external audit is carried out by M/s Lawrence & Co. The junior auditors from the auditors office visit our college once a month and feed all the details in the Tally software. They also check the accounts with the corresponding bills and get it approved for finalization. As per the norms of the government, the Income Tax returns are filed by the auditor.

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

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

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

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

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

#### Response:

Nazareth College of Arts and Science is affiliated to the University of Madras is registered as a Self Finance Institution. The UGC awarded 2F status in the year 2017. The college main source of funding is the fees collected from the students.

At the end of the Academic year the departments raise the budget and submit for approval to the Principal. The Principal and IQAC review the proposed budget and after addition / deletions it is submitted to the management for approval. The dispersal of funds is monitored by timely submission of bills within 2 working days after the event. The college follows a transparent accounting system and audit practice.

The college also receives minimal sponsorship for events raised by students and alumni towards the support of student education.

The institution opens up its resources for some of the entrance examination conducted by Railways Recruitment Board, Tamilnadu Public Service Commission (TNPSC), Group IV, and other agencies. The college act as study center facility for conduct of distance education for Bharathidasan University, Trichirappalli. As the resources of the college are utilised, this also generate marginal income for the institution.

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

## 6.5 Internal Quality Assurance System

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

**Response:**

Internal Quality Assurance Cell has constantly upgraded its strategies and process to institutionalize its quality initiatives.

Post accreditation, the research cell through IQAC has developed strategies to upgrade the research culture among the faculty members and students.

1. Faculty members are encouraged to publish papers in conference proceedings, seminar both National and International.
2. Faculty members are encouraged to write minor projects with institutional and private funding.
3. Faculty members are encouraged to register for Ph. D
4. Faculty members are also encouraged to write for Scopus Indexed and UGC approved journals.
5. Seed money has increased as an incentive to encourage research culture among faculty members.

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

### **6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms**

**Response:**

The institution reviews its teaching learning process, structure and methodologies of operations and learning outcomes at periodic intervals through feedback. The feedback showed that the students are interested in visual learning and E -Resources.

**Use of ICT in Teaching and Learning**

The IQAC included visual learning in the Semester plan and the course instructors implemented the same in their respective courses. To facilitate this the departments are provided with LCD projectors with wi-fi connection, enabling the staff members to access the internet at the class room. This engages the students to the maximum level within the class room.

**Repository of E – Resources**

The IQAC directed the departments to include e-resources in the teaching learning process based on the feedback of the students. Resources are divided into Online e-resources like E-Journal, E-Books, Online databases, websites and electronic resources like CD ROM, Diskettes, computer databases, Adobe Acrobat documents (.pdf), Web Pages (.htm, .html, .asp etc) and more. Each department and library have a repository of all resources. Link is provided in the website for the students to access the E-resources.



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

### 6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

**Response: 2.8**

#### 6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	3	1	3	1

<b>File Description</b>	<b>Document</b>
Number of quality initiatives by IQAC per year for promoting quality culture	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
IQAC link	<a href="#">View Document</a>

### 6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

**A. Any 4 of the above**

**B. Any 3 of the above**

**C. Any 2 of the above**

**D. Any 1 of the above**

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



File Description	Document
e-copies of the accreditations and certifications	<a href="#">View Document</a>
Details of Quality assurance initiatives of the institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Annual reports of institution	<a href="#">View Document</a>

### 6.5.5 Incremental improvements made during the preceding five years (in case of first cycle) Post accreditation quality initiatives (second and subsequent cycles)

#### Response:

The institution was accredited 'B' Grade by the NAAC on May 2014. The college since then has been striving to maintain its quality mandate and upgrade itself in all the criterion.

1. The college has introduced M.A. English. M.Com and M. Sc Computer Science.
2. The Library has increased the number of
  1. Reference Books
  2. E-Books
  3. E-Journals
  4. Computer terminals
3. The College has introduced Add on courses to all departments.
4. The administrative department is independent with the increased number of support staff.
5. Efforts have been made to increase the frequency of public transport services.
6. Potable water is provided in multiple locations. Likewise, the restroom facilities have been increased according to the need.
7. The college has started an NGO (Non-Governmental Organization) for its corporate social responsibility by the name of NERF(Nazareth Emergency Relief Foundation)
8. The alumni association was registered in the year 2017 and is functioning strong.
9. The canteen is renovated and efforts are made to cater hygienic food at an affordable rate.
10. The faculty members are encouraged to present papers in referred journals more specifically UGC approved journals.
11. The college has built a spacious Auditorium
12. The college has signed 4 International MOUs (Faculty Exchange, Student Exchange, Joint conferences, Live Projects)
13. The institution is in the process for permanent affiliation.
14. The college is in the process of installing lift for the benefit of differently abled.
15. The students' admission, Alumni feedback, Alumni registration, Students feedback is in the process of becoming online.
16. The institution is in the process of establishing a publication unit which will help faculty members to publish their books by providing ISBN number.
17. The management has planned to provide free bus service for girls from Avadi.

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

NAAC

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

**Response:** 5

##### 7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1

#### File Description

#### Document

Report of the event

[View Document](#)

List of gender equity promotion programs organized by the institution

[View Document](#)

#### 7.1.2

##### 1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

**Response:**

##### 1. Safety and Security

The college has engaged a private security agency in contract basis to provide safety and security of students round the clock. There are about eight to ten guards and one Assistant Security Officer to perform their duty inside the college campus. The security agency has provided one lady security guard to handle security issues with regard to female students.

The entire campus is under surveillance with CCTV. The Principal monitors the safety and security of the students and faculty members from her room itself. There are twenty one cameras erected in important locations, including the main road. The Heads of the Departments and the faculty members also monitor the corridors of all buildings, entrance, laboratories and classrooms.

A full time nurse is stationed at the Medical Health Centre to provide first aid and medical assistance in case of the health issues. Besides, the college has appointed a Physio to take care of sports injury.

The Grievance cell, Anti ragging cell and the Sexual Harassment cell provide opportunities for female students to bring in issues related to harassment, ragging and classroom security.

## 2. Counselling:

The college has counselling cell and women cell to cater the needs of female students. The students who are in need of counselling are identified by the classes in-charge through mentoring system and are referred to the counselling cell. The respective students are called for session with the counsellor. The college also conducts various programs like gender equality, women trafficking etc., to sensitize the students.

## 3. Common Room

The college has a common room for the female students and lady staff members. In case of ailment they can make use of this room to rest.

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

### 7.1.3 Alternate Energy initiatives such as:

#### 1. Percentage of annual power requirement of the Institution met by the renewable energy sources

**Response: 8**

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 8.8

7.1.3.2 Total annual power requirement (in KWH)

Response: 110

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 7.1.4 Percentage of annual lighting power requirements met through LED bulbs

**Response: 20**

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 2

#### 7.1.4.2 Annual lighting power requirement (in KWH)

Response: 10

File Description	Document
Details of lighting power requirements met through LED bulbs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 7.1.5 Waste Management steps including:

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

**Response:**

##### 1. Solid Waste Management:

Solid waste disposal is managed in collaboration with the local municipality. The dry and wet waste are segregated in different colour dustbins. The municipality collects the waste on every alternate days. Use of plastic bags within the premises of the college is prohibited.

##### 2. Liquid Waste Management:

- Wastage is checked by the student council members and the campus manager.
- Waste water is directed to water the plants.
- College has built a bio-organic waste management system to manage the waste from drains.

##### 3. E-waste Management:

The damaged computer parts are reused. The low configured computers are donated to the nearest schools. E-waste materials are properly disposed. The department of computer science with Eco Club, organize awareness programs on E-waste management. Most of the E-waste are recycled and refurbished. UPS batteries are exchanged as a buy-back by the supplier.

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

### 7.1.6 Rain water harvesting structures and utilization in the campus

#### Response:

The college has built in rain water harvesting system. The roof of the college has the gradient that directs the rain water in to a pipe. The rain water is channelized into a drain that leads to a chock pit. From the chock pit, the water is directed into the bore well which helps in increasing the ground water table. The college regularly checks for the maintenance of the rain water harvesting pipes. The excess water is directed to the plants in the garden and used for cleaning purpose also. This helps the college stay green.

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

### 7.1.7 Green Practices

- **Students, staff using**
  - a) **Bicycles**
  - b) **Public Transport**
  - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

#### Response:

The Eco club of the college organizes various green initiative programs. The college has joined hands with Agaram Foundation (an NGO) to make Avadi green. The college has organized various tree sampling projects for the neighbourhood.

The college has initiated a Green Kalam movement sensitizing the school children on green environment. The students of Eco Club visit various schools to create an awareness on reuse of newspapers. They are collected and the same is reused in the manufacture of news paper bags. The students are also awarded Green Ambassadors as a token of appreciation.

The green practices encouraged by the faculty and students are as follows

#### 1. Bicycles

The students, faculty who reside nearby are encouraged to come by bicycles which reduces the hazards of Pollution.

#### 2.Public Transport:

As the college is located in the rural area, most of the students and staff use public transport to commute to the college.

### 3. Pedestrian Friendly Road

The staff members and students use partial pedestrian friendly roads inside the campus.

- **Plastic Free Campus:**

The Eco Club, NSS, and Rotaract jointly organize many awareness programs to keep the campus and surrounding plastic free. The college has banned the use of poly ethylene bags. The canteen is instructed to go plastic free. Faculty members and students are encouraged to use paper/jute/cloth bags. The institute has a paper bag making project that encourages students to work part time and convert newspapers to useful bags which are used inside the campus and distributed to different vendors.

- **Paperless Office:**

The college is working towards paper free office. All student/staff/administration details are stored in the computer systems and accessed. All the faculty members use official emails for internal correspondences. The circulars for the departments are sent through emails/WhatsApp.

- **Green landscaping with trees and plants:**

The College is always close to nature and promotes greenery in and around the campus. The NSS unit, Rotaract and social work students work towards the project Green Avadi where saplings are grown and distributed to the community.

All the resource persons and guests invited for workshop/conference/Seminars are gifted with a sapling(herbal). All the students participants are gifted with seeds to grow and encourage greenery. Students are encouraged to plant trees as and when required.

The college has also promoted organic farming and distributes vegetables and fruits to the staff and students grown from the terrace garden. The students are encouraged to grow indoor plants in the classroom and staff in their staff room.

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

#### 7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

**Response:** 1.59

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-

wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
2.00	3.00	2.50	1.50	1.20

File Description	Document
Green audit report	<a href="#">View Document</a>
Details of expenditure on green initiatives and waste management during the last five years	<a href="#">View Document</a>

### 7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

**Response:** C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
link to photos and videos of facilities for Divyangjan	<a href="#">View Document</a>

### 7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years



**Response: 6**

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	0	2	1

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)**

**Response: 6**

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	3	0	1

File Description	Document
Report of the event	<a href="#">View Document</a>

**7.1.12**

**Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff**

**Response: Yes**

File Description	Document
Any additional information	<a href="#">View Document</a>
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	<a href="#">View Document</a>

### 7.1.13 Display of core values in the institution and on its website

**Response:** Yes

File Description	Document
Provide URL of website that displays core values	<a href="#">View Document</a>

### 7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

**Response:** Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 7.1.15 The institution offers a course on Human Values and professional ethics

**Response:** Yes

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

### 7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

**Response:** Yes

File Description	Document
Any additional information	<a href="#">View Document</a>
Provide URL of supporting documents to prove institution functions as per professional code	<a href="#">View Document</a>

**7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years**

**Response:** 18

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	4	3	4	3

**File Description**

**Document**

List of activities conducted for promotion of universal values

[View Document](#)

Any additional information

[View Document](#)

**7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities**

**Response:**

The Indian Languages department college organizes National festivals and birth anniversaries of freedom fighters and other great Indian personalities.

The English department celebrated the Noble laureate, debate, drawing competition. Hindi diwas and National Integration Day is celebrated annually. Documentaries have been shown to students on many occasions.

To bring in the spirit of patriotism among the students, the college celebrates all national festivals like Christmas, which educates them in sharing love for humanity, Pongal, the harvest festival to honour the farmers of India, and other regional festivals like Onam to bring in prosperity. These festivals nurture the young minds in religious equality. The college also remembers death anniversaries of great Indian Personalities like Dr. APJ Abdul Kalam by planting saplings in the neighbourhood schools. The Department of Tamil conducts various competitions on songs of the Tamil poet Subramania Bharathi to commemorate his birth.

**File Description**

**Document**

Any additional information

[View Document](#)

### **7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions**

#### **Response:**

Transparency in all its endeavors is very important for the implementation of good governance. The College follows transparent practice in Financial, Academic, Administrative and Auxiliary function.

#### **Administrative Transparency:**

Transparency in administration starts right from admission, allocation of sections, filling up of examination form, applying and release of scholarship, recruitment of staff, HR policies etc. All procedures and policies are displayed on notice board and updated on the website of all matters regarding administrative procedures. Student handbook, admission guidelines, prospectus and prepared every year and updated accordingly. HR policy and manual is reviewed as and when required and necessary changes are also made. The same is communicated to the faculty members and are also published in the online forum [www.nocks.in](http://www.nocks.in)

#### **Academic Transparency:**

Academic calendar is one of the means of planning and execution of academic matters of the college. Each department plans for the forthcoming academic year and submits for approval to the Principal's office. All the activities of the statutory cells of the college, Academic Support Cells and Clubs, Academic Committee, Extension Cells, Associations, College Support Committee and Student Support Cells are planned at the beginning of the academic year by IQAC along with the calendar committee. Workload, Lesson Plan and FDP are planned in advance too. The examinations schedule and method of evaluation are planned, displayed on the notice board, website and communicated through social media. The college follows a unique system wherein the students final internal marks are provided on submission of all answer scripts, Assignment and Seminar evaluations in a file. Students feedback is taken for every subject every semester and the areas of improvement are addressed to individual faculty.

#### **Financial Audit:**

Accountability is the hallmark of any academic institution. The Principal presents to the management the budget of the academic year that was submitted and approved by the staff academic council. The management approves the budget based on vision and implementation strategy for the academic year. All purchases and expenses are carried on based on the budget prepared. The management conducts both internal and external audit and the ITR is submitted to meet the statutory norms. Thus financial transparency is ensured in the institution.

## **7.2 Best Practices**

### **7.2.1 Describe at least two institutional best practices (as per NAAC Format)**

#### **Response:**

## **Best practice-I**

### **Title of the practice: Reformation Cell**

Nazareth College of Arts and Science have initiated The Student Reformation Cell in the academic year 2017-2018.

### **Objectives of the practice**

Reformation cell operates on the humanistic principle where a student sympathetically and fact fully restored for Minor/Major behavioural problems like aggression to others, involvement in fights leading to injuries, conception of substance, alcohol, Ragging, Cheating, Breaking college rules, disregard for teacher and fellow students, engaging in petty fights in the community.

### **The context**

Reformation is a great humanistic way of bringing discipline in student's life. At times punishment combined with reformatic practices brings behavior change in the student and give a chance to the student to understand about himself and about the people he is engaged to work as reformative centres.

### **The practice**

#### **Minor Behaviour Issues**

- Engaging CSR
- Campus beautification
- Library Assistance

#### **Major Behaviour Issues**

- Attaching with NGOs working for the welfare of elderly ,orphans, disabled, alcoholic, de-addiction centre, Environment Conservation
- NGO's give areas of reformation for 5 days
- NGO's give a completion Certificate
- Co-ordinator follow the case

### **Evidence of success:**

Reformation cell brought about few changes in the lives and morale of the student who had problem behaviour. A case study of the student is mentioned below.

### **Problems encountered:**

1. Getting permission in NGOs for placing students for reformation.
2. Sometimes they felt that it is extra burden

## **Best practice-II**

**Title of the practice: Eat Healthy Be Healthy**

Nazareth College of Arts and Science have initiated Eat Healthy Be Healthy in the academic year 2017-2018

**Objectives of the practice**

- To provide healthy homemade foods to the staff members and students
- To provide a platform to students to grow their entrepreneurial skill through sales promotion, product planning and marketing.

**The context**

College students are at risk for making poor dietary choices that can cause significant health problems. Most of the students hail from a lower socio economic background which further denies the access to healthy food. Inadequate daily intake of nutritious food can lead to frequent absenteeism and also poor in exams. In this Context the health centre initiated the above Eat healthy be healthy practice.

**The practice**

- To provide healthy snacks to staff and student during the break
- Time table is prepared department wise through health centre
- During the break hours the students sell the nutritious food according to the time table
- The profit generated through the sale is helpful for the family.

**Evidence of success:**

As a result of this programme the eating habit of the students has been changed. The students and staff prefer nutritional snacks during the break hours. This practice motivated the students to eat healthy as well encouraged the students to sell homemade food which yielded a good profit for them.

**Problems encountered:**

- The students have very limited time to sell their foods.
- Limited choice of food

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

**7.3 Institutional Distinctiveness**

**7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust**

**Response:**

The vision of the college is to build enriched socially responsible citizens and leaders through quality higher education. In order to achieve their vision the college promotes sportsmanship who are trained as leader who can meet the challenges of global world through their training, competition, self confidence and self esteem, discipline, social skills, teamwork and leadership skills. Building leaders who can meet the challenges with values for National building in one of the priority of the college.

The College has the distinction of producing sportsmen and who represent the college at the University, State and National level. The college has produced more than two hundred and fifty university players in different sports and games like Handball, Basket ball, Volley ball, Kho-Kho, Kabadi, Hockey, Football, Fencing, Kick-Boxing, Body Building, Athletics.

Many sports students have been selected for various government departmental job opening which include, Airforce, Indian Police, Railways.

Sports development is national priority as its promotes active lifestyle, child and youth development, social inclusions, employment opportunities, peace and development and above all a sense of belongingness and national pride.

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

## 5. CONCLUSION

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### **Additional Information :**

The college has implemented various new initiatives during the present academic year and thus setting up a higher level in academic and other related activities.

### **Concluding Remarks :**

The institution has always thrived for excellence and has been working hard towards achieving quality education and Nation building. The institution has always been supportive to the university in providing all necessary feedback with regards to the curriculum and its development. The teaching learning system has been strengthened every year to achieve the objectives of the college. This has laid stronger foundation to bring forth many academic achievements at University level. The college gives equal importance to sports and games, where many students have been placed in various government department through their achievement in sports. The college has created good infrastructure to support both academic and non-academic activities. The college considers alumni as its strength and has created a system where the alumni interacts to with the present students and can add value to the institution.

The college always looks for scope of improvement in the practices that had brought change for the students and institution. The quest for excellence has been the fundamental belief of the college and keeping the vision and mission, the institution is set to achieve great things and contribute substantially towards Nation building.



## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p>Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years</p> <p>1.1.3.1. Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>3</td> <td>2</td> <td>2</td> <td>2</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> <td>0</td> <td>1</td> <td>2</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	3	3	2	2	2	2017-18	2016-17	2015-16	2014-15	2013-14	1	1	0	1	2
2017-18	2016-17	2015-16	2014-15	2013-14																	
3	3	2	2	2																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
1	1	0	1	2																	
2.4.4	<p>Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years</p> <p>2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>5</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>4</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	5	0	0	0	0	2017-18	2016-17	2015-16	2014-15	2013-14	4	0	0	0	0
2017-18	2016-17	2015-16	2014-15	2013-14																	
5	0	0	0	0																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
4	0	0	0	0																	
3.3.2	<p>The institution provides incentives to teachers who receive state, national and international recognition/awards</p> <p>Answer before DVV Verification : Yes Answer After DVV Verification: No Remark : Acknowledgement of teachers receiving the incentive is not provided</p>																				
3.3.4	<p>Number of research papers per teacher in the Journals notified on UGC website during the last five years</p> <p>3.3.4.1. Number of research papers in the Journals notified on UGC website during the last five years</p>																				

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
5	12	1	0	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
4	11	1	0	0

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

3.5.2.1. Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
12	1	0	0	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
5	1	0	0	0

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

4.1.4.1. Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
20	40	20	75	25

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
20.00	40.00	20.00	75.00	25.00

Remark : Converted to lakh

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

4.2.4.1. Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
2.32	1.11	1.19	1.20	0.48

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1.50	1.00	1.00	1.00	0.45

Remark : Revised as per certified letter

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
105.3	37.67	37.70	30.07	31.6

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
27.45	37.67	37.70	30.07	31.6

Remark : Revised as per certified letter

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

5.1.5.1. Number of students attending VET year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1	2	0	0	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
15	49	0	0	0

7.1.1 Number of gender equity promotion programs organized by the institution during the last five

years

7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
8	5	4	6	4

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1

7.1.8	<p>Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years</p> <p>7.1.8.1. Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>1.55</td> <td>9.45</td> <td>0</td> <td>1.56</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>2.00</td> <td>3.00</td> <td>2.50</td> <td>1.50</td> <td>1.20</td> </tr> </tbody> </table> <p>Remark : Revised as per certified letter</p>	2017-18	2016-17	2015-16	2014-15	2013-14	1.55	9.45	0	1.56	0	2017-18	2016-17	2015-16	2014-15	2013-14	2.00	3.00	2.50	1.50	1.20
2017-18	2016-17	2015-16	2014-15	2013-14																	
1.55	9.45	0	1.56	0																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
2.00	3.00	2.50	1.50	1.20																	

## 2.Extended Profile Deviations

### Extended Profile Deviations

No Deviations