

Nazareth College of Arts and Science

Affiliated to University of Madras

Re-accredited by NAAC with 'B' grade

ACADEMIC YEAR 2023-2024

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

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NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to the University of Madras,

Re-accredited by NAAC with 'B' grade

Nazareth Research Park

Research Policy

Policy for Research Promotion

The college has a policy to deal with research projects funded by various funding agencies in order to facilitate the research and development activities like conferences, collaborations etc. The faculty are encouraged to apply for funding to state, national and international funding agencies, and industries.

The faculty are encouraged with research funding in the following categories:

1. Indian book chapters publications: Staff are encouraged to publish more chapters and seed amount will be provided only for two chapters.
2. International book chapters publications: Only one publication per staff per year.
3. Publications of UGC Care list journals: Seed amount will be provided only for two publications.
4. Scopus papers: Only one paper per staff is eligible to receive seed amount.
5. Conference proceedings: Seed money limited to 2 per year.
6. Books publications: Seed money limited to 1 book per year.

PRINCIPAL

Doc No. NCAS/RP/V.00

Dates: 14.05.2018




Principal
Nazareth College of Arts & Science

NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with "B" Grade

SCHOLARSHIP POLICY

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 and to transform into a holistic multi-disciplined institution.
2. To provide opportunities to the students for practical exposure to meet the challenges of global competency & technology.
3. To provide value and outcome-based education for Nation building.
4. To provide creativity, leadership training and placement.
5. To promote awareness and building human capacities with respect to UN Sustainable Goals.
6. To engage students productively in areas of community engagement and service.

The following schemes of scholarship are offered to the students of Nazareth college of arts and science for women by the institution from the year 2000.

1. Academic Endowment Scholarship
2. Sports Endowment Scholarship
3. Single Parent Scholarship
4. Founders Endowment Scholarship
5. Refugee Scholarship

Academic Endowment Scholarship:

The Academic Endowment Scholarship will be granted to the top-performing student who achieved first place in the HSC/ICSE/CBSE examinations for all semesters of the U.G. Program. Subsequent scholarships will be awarded based on academic achievements and attendance in the previous semester, with a requirement of securing at least 75% in semester examinations.

Doc No. NCAS/SP/V.00

Dates: 14.05.2018




Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Sports Endowment Scholarship:

The Sports Endowment Scholarship is awarded to students who demonstrate exceptional skills in sports. The scholarship is determined based on the level of achievement, ranging from District to State, National, and even international competitions. The scholarship amount can vary from 50% to 100% of the total fees. This scholarship is applicable for all semesters, and the amount awarded will be based on the student's performance throughout their academic journey.

Single Parent Scholarship

The scholarship for single parents is awarded to students who have lost their father, the primary breadwinner of the family. These students will receive a 50% fee reduction in their first semester.

Founders Endowment Scholarship

The Founders Endowment Scholarship is available for students facing financial hardships. The scholarship eligibility is determined by the management, considering the family background, and may be subject to change each semester.

Refugee Scholarship

The refugee scholarship program aims to provide educational opportunities to individuals who have been displaced from their home countries due to conflict, persecution, or other humanitarian crises. Education is a powerful tool for empowerment and rebuilding lives, and this program seeks to support refugees in accessing higher education as a means of fostering their personal growth and contributing to their communities and beyond.



PRINCIPAL

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Vellanoor Post, Avadi, Chennai-600062.

Doc No. NCAS/SP/V.00

Dates: 14.05.2018



[Signature]
Principal

Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

NAZARETH COLLEGE OF ARTS AND SCIENCE
(Affiliated to the University of Madras, Re-Accredited with B Grade by NAAC)
ADMISSION POLICY 2022 - 2023

AIMS AND OBJECTIVES

- To match the objectives of the college with the goals and ability of the student
- To have a transparent process without discrimination to any student
- To adherence to the laws framed by the State Government / UGC / University of Madras

PRE-ADMISSION PROCEDURE

- The parents / students are required to purchase the application form from the college office. The cost of the application is Rs. 50/-
- Application shall also be filled and submitted through online mode which is available in the college website www.ncas.in which is free of cost.
- Counselling shall be given by the staff members to the students and the parents regarding selection of the course.
- Other online modes are also made available like collect chat, enroll form to enroll themselves in the admission process.

CONCESSION FOR THE ADMISSION

The following concessions are provided by the Management

1. School toppers are provided with 100% tuition fee concession (Academic Endowment Scholarship)
2. School 2nd and 3rd toppers will be provided with 50% tuition fee concession (Academic Endowment Scholarship)
3. Sports concession will be provided based on the achievements (International, National, State, District) – (Sports policy attached)
4. Single parent's ward will be provided with 50% tuition fee concession for the 1st semester (Single parent scholarship)
5. Physically challenged students will be provided with 50% tuition fee concession for all the semesters.
6. Physically challenged parent's ward will be provided with 50% tuition fee concession for the 1st semester.

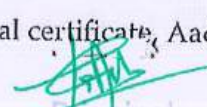
POST ADMISSION PROCEDURE

- Once admission is granted, the parents are required to deposit the fee and submit the following documents
 - o Transfer certificate in original
 - o Passport size photos – 2 nos
 - o Photocopies of mark lists (10th and 12th)
 - o Photocopies of Community certificate, Conduct certificate, Medical certificate, Aadhar Card, Ration card

Doc No. NCAS/AP/V.04

Dates: 7.05.2022




Principal
Nazareth College of Arts & Science

- Orientation program will be conducted to all the first year students and their parents on the first day of the college.




PRINCIPAL

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Nazareth College of Arts & S
Kovilpathagai Main Road, Kannada
Vellanoor Post, Avadi, Chennai-6




Principal

Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,

Nazareth College of Arts and Science College

Affiliated to the University of Madras, Re-Accredited by NAAC with 'B' Grade

NAZARETH POLICY DOCUMENT

TITLE	PARTICULARS
Policy Name	FEEDBACK POLICY
Policy No.	NCAS/FP/V00
Version No.	1.0
No. Of Pages	5 pages
Released on	6.06.2018
Reviewed on	14.5.2018
Prepared by Name Designation Signature	Dr. A. Asha Asst. Professor, Department of Social Work
Reviewed by Name Designation Signature	Dr. E. Mary Angeline Santhosam Principal
Approved by Name Designation Signature	Mr. A. N. Henry Maris Secretary



Principal

Nazareth College of Arts & Science
Main Road, Kannadapalayam,

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Principal

Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062

FEED BACK POLICY

AIM

The college is devoted to institute and keep up effective feedback systems and to be fair and just with all students and stakeholders groups. This feedback will be utilized to ensure that college offers high quality learning and teaching and that it effectively meets the needs of stakeholders while advancing the reputation and impact of the college.

SCOPE

This policy applies to collecting and evaluating feedback and opinions from students, staff members, employers, parents and alumni of our college about curriculum, teaching learning process, quality of teaching, utilization of resources and support extended by the college.

OBJECTIVES

- To record and analyze information arising from feedback and use it to evolve our college as college par excellence.
- Participant feedback is used as part of Internal Quality Assurance Management.
- To understand the needs and expectations of students and stakeholders for which the college works.
- To identify improvements by way of decisions, processes and actions identified and share these to improve practices and explore new solutions.




Principal

Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam
Vellanoor Post, Avadi, Chennai-600062

PROCEDURE

1. Issuance of Feedback form

A formal feedback form will be circulated and issued to students, Faculty members, Employers, Alumni, Parents, External Examiners and placement companies in regular intervals.

2. Collection of duly entered / signed Feedback forms

I) Student Feedback form

At the end of each semester, the students will be invited to complete the online Student Feedback form or Google form, for reviewing students' satisfaction on teaching and learning process, resources available, curriculum material, assessment and evaluation of exams and infrastructure usage.

II) Staff Feedback

At the end of each year faculty will be invited to give their feedback in the feedback form or Google form about teaching and learning process, per members, Heads of the department and head of the institution.

III) Feedback of Alumni

Feedback from Alumni is sought on Nazareth Alumni day and whenever an alumni visit to the department.

IV) Feedback from parents

Feedback will be collected from parents at the end of each semester during PTA meet about the overall institutional performance in different aspects like Placement, utilization of infrastructure and requirements for quality enrichment.

V) Feedback from outsiders

Feedback will be collected from employers and placement companies and external examiners during their visit to college.




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Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam

3. Uploading Data in the system

The collected feedback will be analyzed with proper statistical tools and interpretations are documented by the IQAC.

4. Reviewing the suggestions

The analyzed feedback will be sent to respective authorities for reviews and recommendation and action will be taken as per prioritization and timeline. Feedback will be used by the college for Annual Performance Appraisals, for improving the delivery of courses, for improving the provision and usage of learning resources, facilities, equipment and services.



Principal

Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellancor Post, Avadi, Chennai-600082

NAZARETH COLLEGE OF ARTS AND SCIENCE

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POLICY DOCUMENTS FOR DISABLED-FRIENDLY

POLICY FOR PERSONS WITH DISABILITIES:

The policy of the Institute acknowledges that individuals with disabilities are an important asset to the organization and aims to establish a setting that affords them equal opportunity, protection from discrimination, and full involvement in the educational setting.

OBJECTIVES OF THE POLICY:

- To establish a regulatory framework for the efficient provision of services to the college disabled staff and students.
- To establish an inclusive culture to prevent prejudice, exploitation, and exclusion of staff members and students with disabilities from all areas of employment and education.
- To guarantee the complete involvement of individuals with impairments and to provide them with equivalent prospects for advancement.
- To encourage students with diverse abilities to participate in all co-curricular and extracurricular activities; to support their personal and professional development.

THE FOCUS OF THE POLICY IS ON THE FOLLOWING:

- To create barrier-free environments for people with disabilities and physical limitations by installing ramps with railings, elevators in all academic buildings, and accessible restrooms.
- To install the signage that is required, such as tactile pathways, lights, display boards, and signposts, to allow people with disabilities to move about easily.
- Information and inquiry resources include: screen reading, reader, scribe, soft copies of reading material, and human support.

Doc No. NCAS/DFP/V.04

Dates: 14.05.2018



Principal

Nazareth College of Arts & Science
Kodambakkam Main Road, Kannadapalayam,

7.1.2 – Institution has facilities and initiatives for Differently Abled

Infrastructure For Differently Abled

1. Ramps and Rails:

Constructed ramps with a minimum slope handrail on ramps for stability are available for easy access in A block and B Block. The main entrances and exits of our college are easily accessible for wheelchair users.

2. Disabled-Friendly Toilets:

Constructed toilets designed for differently abled individuals, including features like grab bars and adequate space for manoeuvring. The toilets are disabled are situated at the ground floor of each block so as to easily access through wheelchair

3.SIGN BOARDS

Sign boards ensure visually impaired persons are able to familiarize themselves with the road and path. Tactile sign on handrails at the ends of a staircase, guide the visually impaired.

4.SCREEN READER

Screen reader is an assistive software programme which helps the visually impaired or the blind to work with computers. The Non Visual Desktop Access (NVDA) is free; open source software. It is installed in the computers at Computer Lab to help the visually challenged students in learning.



NV Access

Empowering lives through
non-visual access to technology




Principal

Nazareth College of Arts & Science
Kovilpathaai Main Road, Kumbakonam



(Established under the Act of Incorporation XXVII of 1857- Madras University Act 1923)

(State University)

Accredited at the "A Grade Level" by NAAC and Conferred with the "UNIVERSITY WITH POTENTIAL FOR EXCELLENCE" Status by UGC

University Centenary Building, Chepauk, Chennai 600 005.

No: E.3/B.Com./UG/November 2023 Examinations /Scribe/ 280

Date:

From
The Controller of Examination i/c
University of Madras

To
The Principal
Nazareth College of Arts & Science
Avadi
Chennai - 600 062

RECEIVED
12 NOV 2023

Sir / Madam,

Sub: B. Com., Degree - November 2023 Examinations - Appointment of Scribe to write the University Examinations - Reg.

I am to inform you that permission is accorded to utilize the services of the scribe for the student who is studying in your college, for November 2023 Examinations Only.

S. No	REGISTER NUMBER	NAME OF THE CANDIDATE	NAME OF THE COLLEGE	COURSE	REMARKS REGARDING THE DISABILITY
1	312205075	Selvi. SIVAPARVATHI S [21/03/2005]	Nazareth College of Arts & Science, Chennai	II Year (III Sem.) B. Com.	Visual Impairment (100% Disability Permanent)
2	312204924	Selvan. PRAVEEN LAWRANCE F (09/07/2002)	Nazareth College of Arts & Science, Chennai.	II Year (III Sem.) B.Com.	Visual Impairment (100% Disability) [(RE) Phthisical E (LE) Nystagm with Convergent Squi
3	Reg. No. yet to be assigned	Selvan. Abinash M (16/07/2005)	Nazareth College of Arts & Science, Chennai.	I Year (I Sem.) B.Com.	Visual Impairment (Low Vision)

I am further to inform you that the Chief Superintendent of University Examination is here authorized to appoint the Scribe.

The receipt of this communication may kindly be acknowledged.

Yours faithfully,

CONTROLLER OF EXAMINATIONS



Nazareth College of Arts & Science
Kovilnatharai

	சென்னைப் பல்கலைக்கழகம் UNIVERSITY OF MADRAS (Established under the Act of Incorporation XXVII of 1857 - Madras University Act 1923) (State University) Centenary Building, Chepauk, Chennai - 600 005. Telex No.41-6376-UNOM-IN, Telephone: 044-25399473, Fax No.91-44-25399834	
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No.ERC/ Dyslexia_Learning_Disbilty/Exemption/2022/ 264

Dated: 08 FEB 2022

From
The Registrar i/c
University of Madras.

To
The Principal,
Nazareth College of Arts & Science,
Kovilpathagai Main Road,
Avadi, Chennai - 600 062.

Sir/Madam,

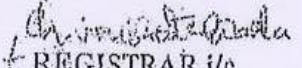
Sub: Pursuance of U.G. Course by Differently Abled Candidate -- Grant of Exemptions and Concessions -- Approval - Intimation - Reg.

I am to inform you that the following candidate, who has been studying UG course in your College during the academic year 2021 - 2022, is granted the following exemption/concessions till the candidate passes all the papers prescribed for the degree, based on the Disability Certificate issued by State Resource cum Training Centre for Differently Abled Persons and as per the Ordinance of the University furnished below:-

S. No.	Name of the candidate and his Degree	Nature of Disability	Exemptions
1	Mr. Latif Siraj Khan, 1 Year, BSW	Hearing Impaired	* Part-I Foundation Course- Tamil or any other language. * One third of the time of paper as compensatory time in the Examination

The receipt of this letter may kindly be acknowledged.

Yours faithfully,


REGISTRAR i/c

Copy to:

1. The Section Officer, B.A., Section mentioned above for information *
2. The copy of this Exemption order, kindly be, pasted in separate register in your college for maintenance and preservation towards the final result processing during the academic period.
3. The photo copies of this Exemption order, handed over to the each candidate through your College for future reference/preservation by the candidate.




Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Avadi, Chennai - 600 062

	சென்னைப் பல்கலைக்கழகம் UNIVERSITY OF MADRAS (Established under the Act of Incorporation XXVII of 1857 - Madras University Act 1923) (State University) Centenary Building, Chepauk, Chennai - 600 005. Telex No.41-6376-UNOM-IN, Telephone: 044-25399473, Fax No.91-44-26399834	
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No.ERC/ Dyslexia_Learning_Disability/Exemption/2023/18 DEC 2023

From
The Registrar
University of Madras.

To
The Principal, Nazareth College of Arts & Science, Kovilpathagai Main Road, Avadi, Chennai - 600 062.

Sir/Madam,
Sub: Pursuance of UG Course by Different Abled Candidate - Grant of Exemptions and
Concessions - Approval - Intimation - Reg.

I am to inform you that the following candidate, who has been pursued 1st year of Under Graduate Course in your college during the academic year 2023 - 2024, is granted the following exemptions / concessions till the candidate passes all the papers prescribed for the degree based on the Disability Certificate submitted by him and as per the Ordinance of the University as furnished below:-

S. No.	Name of the candidates and Degree	Name of the Board	Nature of Disability	Exemptions
01.	Mr.Mithun Srinivasan Sridhar 1 st year, B.Sc., - (Visual Communication) - (2023 - 2024)	State Resource Cum Training for Differently Abled Persons.K.K.Nagar, Chennai - 600 078.	Intellectual Disability and Autism Spectrum Disorder.	One third of the time of paper as compensatory time in the Examination. Leniency in overlooking spelling mistakes. Allocation of Scribe

The copy of this Exemption order, kindly be, pasted in separate register in your college for maintenance and preservation towards the final result processing during the academic period. The photo copies of this Exemption order, handed over to the candidate through your College for future reference/preservation by the candidate.

The receipt of this letter may kindly be acknowledged.

Yours faithfully,

REGISTRAR




Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,

UNIVERSITY OF MADRAS

{Established under the Act of incorporation XXVII of 1857 - Madras

University Act 1923} - [State University]

University Centenary Building, Chepauk, Chennai - 600 005, Tamil Nadu, INDIA

Phone: 2539 9456 Fax No: 91-44-2536 6368

E-Mail: controllerunom@gmail.com

No.FI/BA/UG/November 2021/

Date: 18 FEB 2022

From
Dr.K.Pandian, M.Sc., Ph.D.,
Controller of Examination i/c,
University of Madras

RECEIVED
23 FEB 2022

To: Principal,
Nazareth College of Arts & Science,
Chennai,
Chennai- 600 062.

Sub: B.A./B.S.W Degree Examination November 2021 - Appointment of Scribe to write the
University Examinations - Reg.

Ref:1.NCAS/UNI/COE/2021/201 & Dated; 01.11.2021.
2.NCAS/UNI/COE/2022/212 & Dated; 06.01.2022.
3. NCAS/UNI/COE/2022/218 & Dated; 07.02.2022.

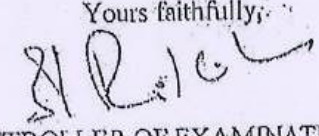
I am to inform you that permission is accorded to utilize the services of the scribe for the student
studying in your college till the completion of his degree course which is tabulated below

S.NO	NAME OF THE CANDIDATE	NAME OF THE COLLEGE	COURSE	REMARKS REGARDING THE DISABILITY
1.	Thiru.K. Vinaayak	Nazareth College of Arts & Science, Avadi, Chennai- 600 062	B.S.W	Physically Disabled 60%

I am further to inform you that the Chief Superintendent of University Examination is hereby
authorized to appoint the Scribe.

The receipt of this communication may be kindly be acknowledged.

Yours faithfully,

fw 
CONTROLLER OF EXAMINATIONS i/c




Principal
Nazareth College of Arts & Science
Kovilthorai Main Road, Kovilthorai

NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras , Re- Accredited by NAAC with "B" Grade

E-WASTE POLICY

OVERVIEW

E-Waste or Electronic or Electrical components/devices used within the organisation which are dismantled or discarded, which could be repaired, refurbished, reused or recycled. Managing these E-Waste needs a process as some of these wastes are hazardous to the environment. Hence, this calls for an awareness on effective E-Waste management.

NCAS E-WASTE OBJECTIVE

1. To create awareness on E-Waste Management among the students/faculties within the college and in the neighbourhood schools/colleges
2. To extend the life of electronic components.
3. To create a proper system on E-Waste Management process in Tiruvallur and Chennai district.
4. Provide proper E-Waste bin code by implementing a program STEW- "Stop Throwing E-Waste" within the Institution.

Definitions

E-Waste: Electronic Waste may include personal computers, monitors, televisions, keyboards, printers, telephones, typewriters, calculators, copiers, fax machines and audio equipment.

STEW Program: "Stop Throwing E-Waste" is a program run by Dept of Computer Science, NCAS to be registered under the MGNREGA Swaccha Action Plan. It refurbishes surplus computers and related equipment and the same shall be donated to local school and non-profits organisations. The program also provides technical assistance to local schools via students engaged in servicing of computers and other electronic equipment. The students become the "help desk officers" for the teachers or institution, trying to solve the problems that are reported with regards to E-Waste.

Procedure:

Doc No. NCAS/EWP/V.00

Dates: 11.05.2021



Principal

Nazareth College of Arts & Science

IT Department Level 1

1. Drop the electronic waste components in E-Waste collection points.
2. Proper dismantling of electronic products.
3. Reuse the electronic goods at the institution level.
4. Disposing E-Waste products in an authorized recycler.

IT Department Level 2

1. Creating continuous awareness on E-Waste and its Management.
2. E-Waste Audit to be anchored by the Department of Comp. Science
3. The proposal or donation to local schools through NGO's to be submitted to the Principal & Management for approval and Implementation.


PRINCIPAL

Doc No. NCAS/EWP/V.00

Dates: 11.05.2021




Principal
Nazareth College of Arts & Science
Kovilnatharai Main Road, Chennai - 600 062

NAZARETH COLLEGE OF ARTS AND SCIENCE

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SOLID WASTE MANAGEMENT POLICY

Introduction:

This policy outlines the waste management practices to be implemented at Nazareth College to promote sustainability, reduce waste, and enhance environmental stewardship. The policy is designed to align with local, state, and federal regulations and aims to involve the entire college community in waste reduction efforts.

Objectives:

1. **Minimize Waste Generation:** Reduce the overall volume of waste produced on campus.
2. **Promote Recycling and Reuse:** Increase recycling rates and encourage the reuse of materials.
3. **Enhance Waste Segregation:** Improve the separation of waste at the source.
4. **Educate and Engage:** Raise awareness and educate the college community about sustainable waste management practices.

Scope:

This policy applies to all students, faculty, staff, and visitors at Nazareth College.

Policy Components:

1. **Waste Reduction Goals** to establish clear and measurable goals for reducing waste on campus.
2. **Waste Audit** to conduct regular audits to identify the types and amounts of waste generated.
3. **Reduce, Reuse, Recycle** to Promote the principles of reducing, reusing, and recycling among students, faculty, and staff.
4. **Waste Segregation** had to Implement a system for segregating waste at the source into categories such as recyclables, compostables, and landfill waste.
5. **Recycling Programs** has been Set up accessible recycling bins across the campus and recycling facilities to ensure proper disposal.
6. **Composting** and establishing composting facilities for organic waste from cafeterias and gardens.
7. **Education and Awareness** to conduct awareness campaigns and educational programs to inform the campus community about waste management practices.
8. **Reusable Materials** are encouraging the use of reusable items like water bottles, coffee cups, and shopping bags.

Doc No. NCAS/SWMP/V.00

Dates: 14.05.2018




Principal
Nazareth College of Arts & Science

9. Sustainable Procurement is adopted for procurement policies that prioritize sustainable and eco-friendly products.
 10. Green Events organize events that adhere to green practices, such as zero-waste events.
 11. Monitoring and Reporting waste management practices and regularly report on progress towards goals.
 12. Compliance with Regulations to ensure all waste management practices comply with local, state, and federal regulations.
 13. Feedback Mechanism to establish a system for receiving feedback and suggestions from the campus community to continually improve waste management practices.
 14. Sustainability Committees are formed by involving students, faculty, and staff to oversee and guide waste management policies.
 15. Green Certifications is an aim for green certifications and recognitions to enhance the college's sustainability credentials.
 16. Continuous Improvement is a regular review and update of the waste management policy to incorporate new technologies and practices.
- The period of solid waste management policy has been implemented.


PRINCIPAL

Doc No. NCAS/SWMP/V.00

Dates: 14.05.2018




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NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras , Re- Accredited by NAAC with "B" Grade

GREEN CAMPUS POLICY

A green campus policy is one where teaching and ecologically friendly activities work together to encourage sustainable and eco-friendly campus operations. Greening the campus includes removing waste, utilizing renewable energy sources, disposing of waste properly, and using eco-friendly products.

Objectives of the Green Campus Policy

- **Sustainability:** Promote sustainable practices in all aspects of campus operations.
- **Resource Conservation:** Reduce the consumption of natural resources such as water and energy.
- **Waste Management:** Implement effective waste management strategies to minimize waste generation and maximize recycling.
- **Environmental Education:** Educate students, faculty, and staff on environmental issues and sustainable practices.
- **Biodiversity:** Enhance campus biodiversity through landscaping and conservation initiatives.

The following Green Campus Policy are incorporated for creating a clean and sustainable environment Major Green campus Initiatives in our college campus:

- **Restricted Entry of Automobiles**
The institute encourages the staff and students to use the vehicles with pollution check stickers to reduce environmental pollution.
- **Usage of Bicycles**
The students in the campus as well as in the hostels are using bicycles to use as a mode of transport within the campus. It is environment friendly and prevents pollution.
- **Pedestrian Friendly Pathways**
The College has covered pathways for the benefit of students and faculty. The pathways are tiled and pedestrian friendly.
- **Ban on use of Plastic**
Ban on plastic is strictly followed inside the college campus. Single-use plastic items such as plastic bottles, bags, spoons, straws and cups are banned completely and awareness is created among staff and students through orientation and display boards in the premises.

Doc No. NCAS/GCP/V.00

Dates: 14.05.2018




Principal

Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalaya
Vellanoor Post, Avadi, Chennai-600062.

• **Landscaping with Trees and Plants**

Nazareth College has a beautiful landscape with a mix of very old trees, middle aged trees, young trees or saplings and herbs and shrubs. The college gardens are well maintained through skilled and experienced persons.


PRINCIPAL

Doc No. NCAS/GCP/V.00

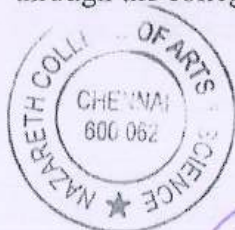
Dates: 14.05.2018




Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Chennai-600062.

EXAMINATION POLICY
ACADEMIC YEAR 2022-2023

1. Examinations shall be conducted at the end of each semester as per the academic calendar provided by the university.
2. The examination schedule, including dates and times for each exam, shall be communicated to students at least two weeks prior to the commencement of the exams.
3. All eligible students must register for their exams within the specified registration period.
4. Examinations will be conducted in accordance with the rules and regulations set forth by the university.
5. Students must arrive at the examination venue at least 30 minutes before the scheduled start time.
6. Students must bring their college ID cards and any other required stationery or materials as specified by the exam guidelines.
7. Mobile phones, smartwatches, and any other electronic devices capable of storing or transmitting data will not be permitted in the examination hall.
8. The format of examinations may vary depending on the course and subject matter.
9. Examination policy will be reviewed periodically to ensure its effectiveness and relevance. Amendments or updates to the policy may be made as necessary, with approval from the college administration.
10. The examination policy shall be communicated to all students, faculty, and staff through the college website, student handbook, and other appropriate channels.



Doc No. NCAS/EP/V.04

Dates: 09.05.2022

Principal

Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,


Principal

NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with "B" grade

GRIEVANCE REDRESSAL POLICY

The Grievance Redressal Committee has been formed in the College as per the UGC guidelines to redress the grievances of both the staff and the students. The Committee has been continuously striving to take the best efforts possible to create a harmonious and conducive atmosphere to everyone in question. The Grievance Policy of our college is a structured procedure designed to address and resolve complaints or grievances raised by students, faculty, and staff. The main objective is promoting cordial student-student relationship and student-teacher relationship.

This policy aims to create a transparent, fair, and efficient mechanism for handling grievances to ensure a positive and supportive environment. While the specific details of the policy might vary, the general structure often includes the following elements:

1. Definitions

- **Grievance:** Any complaint or concern related to academic, administrative, or personal issues affecting members of the college community.

2. Grievance Redressal Committee

- **Composition:** Typically includes faculty members, administrative staff, and student representatives.
- **Role:** To investigate, review, and recommend actions for grievance resolution.

3. Procedure for Filing a Grievance

- **Submission:** Grievances can be submitted both online/offline, detailing the nature of the complaint and any relevant evidence.
- **Timeline:** Grievances must be filed within a specified period after the incident.

4. Process of Addressing Grievances

- **Initial Review:** The Grievance Redressal Committee reviews the submitted grievance to determine its validity.
- **Investigation:** A thorough investigation is conducted, which may include interviews with involved parties and review of relevant documents.
- **Resolution Meeting:** A meeting is held with the complainant and relevant parties to discuss the findings and potential resolutions.
- **Decision:** The committee makes a decision on the grievance and recommends actions to be taken.



5. Appeals Process

- **Right to Appeal:** If the complaint is not satisfied with the decision, they may appeal to a higher authority within the institution.
- **Final Decision:** The decision of the appeal authority is final and binding.

6. Confidentiality

- **Confidential Handling:** All grievances are handled confidentially to protect the privacy of all parties involved.

7. Follow-Up and Monitoring

- **Implementation of Resolution:** Ensuring that the recommended actions are implemented effectively.
- **Monitoring:** Regular monitoring and review of the grievance redressal process to ensure its effectiveness and fairness.

8. Additional Provisions

- **Retaliation Protection:** Ensures that no retaliation occurs against individuals who file grievances.
- **Review of Policy:** Periodic review and updates to the grievance policy to reflect current needs and legal requirements.

For the most accurate and detailed information, it is advisable to refer directly to the official grievance policy document provided by Nazareth College of Arts and Science or contact the institution's administrative office.



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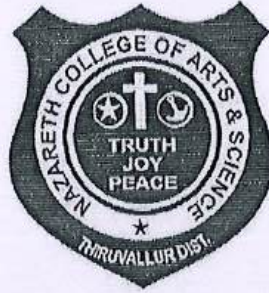
Doc No. NCAS/GP/V.00

Dates: 14.05.2018



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Nazareth College of Arts & Science



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E-GOVERNANCE POLICY



Doc No. NCAS/EGP/V.00

Dates: 14.02.2019




Principal
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Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

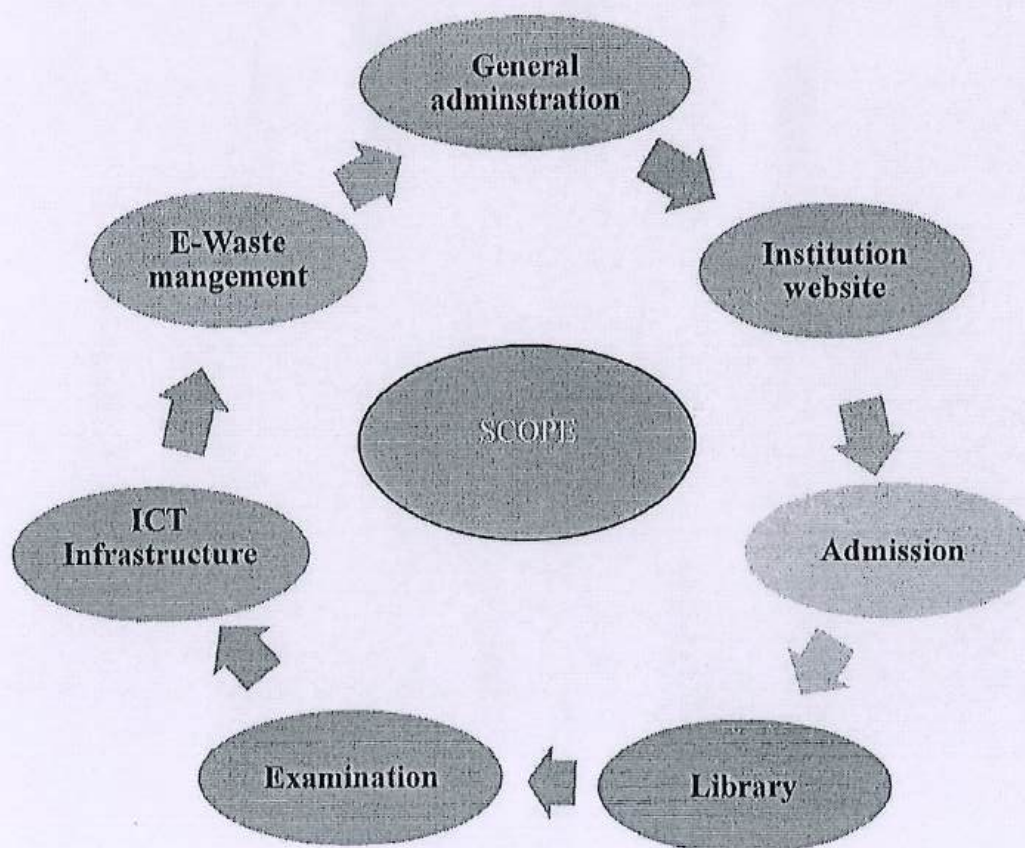
VISION: To build enriched socially responsible citizens and leaders through quality higher education

MISSION:

1. To provide the best resources to impart the highest quality education and to transform into a holistic multi-disciplined institution.
2. To provide opportunities to the students for practical exposure to meet the challenges of global competency & technology.
3. To provide value and outcome-based education for Nation building.
4. To provide creativity, leadership training and placement
5. To promote awareness and building human capacities with respect to UN Sustainable Goals.
6. To engage students productively in areas of community engagement and service

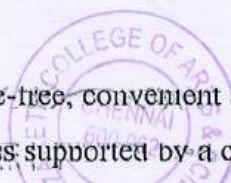
SCOPE:

The scope of E- Governance policy is a wide range of aspects connected to implementation and management of digital technologies. The key areas of implementation



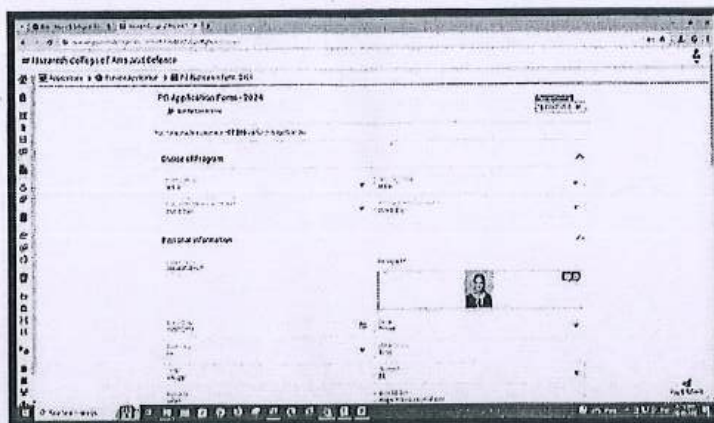
General Administration:

Paperless institution administration offers a hassle-free, convenient and seamless experience. The institution implements a clear strategy for admissions process supported by a code of ethics and conduct. All aspects of



[Signature]
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Hazareth College of Arts & Science

the admission process, such as applications for each course, fee submissions, withdrawals, etc., are handled through the admission portal. The admission process is highlighted with the screenshots below.



Institution website:

The institution website will serve as a central hub of information, showcasing details about the institution, its events, important announcements and available courses. To facilitate this, the institution will engage a dedicated service provider or web designer. Training sessions will be organised for administrative and teaching staff members to ensure that they can efficiently update the website with crucial information. A Website Committee will be established to oversee the regular maintenance, updation and functioning of the website. This committee will also identify and implement necessary improvements to enhance the website's effectiveness. The institution aims to highlight its dynamic character and active engagement through its website, ensuring all significant announcements are promptly published online.

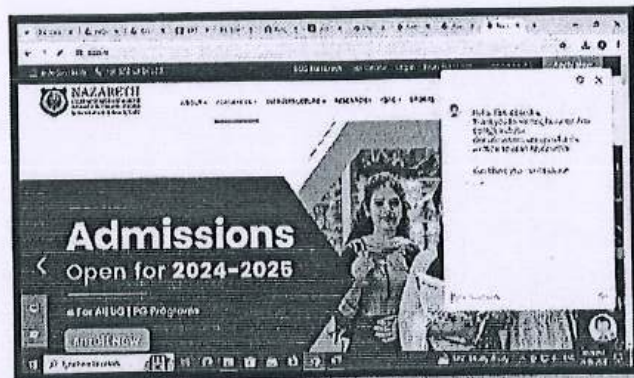


Admission:

The institution adheres to an open and transparent admission strategy, reinforced by ethical practices and regulations of University of Madras. The Institution creates a brochure outlining the admission guidelines, available on its website. An Admission Portal will facilitate the management of admissions, handling applications, withdrawals and fee submissions for each course. Students must submit a separate Online Application Form for admission, facilitated by an online software managed by the Admission Coordinator.

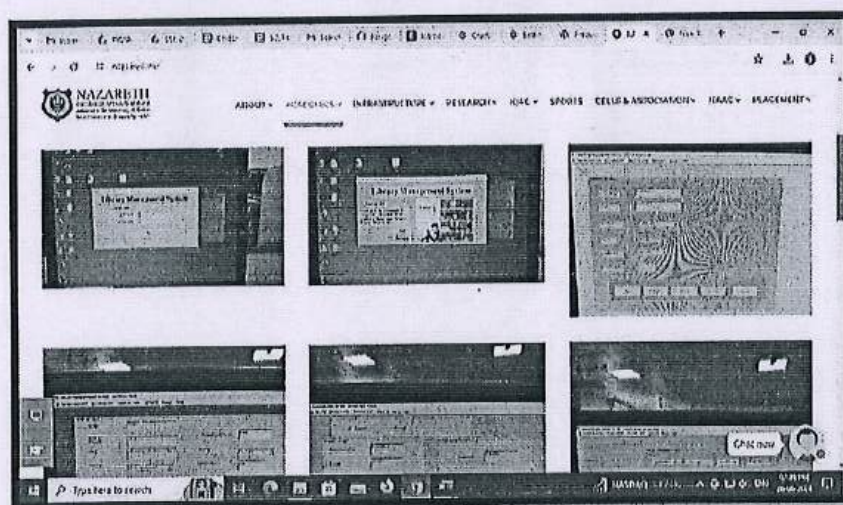


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Valluvoor Post, Avadi, Chennai 600002



Library:

The Institution will uphold its academic excellence by maintaining a comprehensive library. It will be fully air-conditioned and digitally computerized. The library will maintain a separate online catalogue of books to ensure transparency and efficiency. Plans include expanding e-learning resources for both teachers and students. Regular subscriptions to new journals and books will be prioritized, with input sought from teachers and students for e-resource selection. Faculty will be encouraged to request books by various authors relevant to their subjects, enriching the knowledge base. The institution will enhance its resources by adding e-learning materials for the benefit of both teachers and students. Recommendations from faculty and students will guide the selection of these e-resources.



Examinations:

The institution utilizes an online system namely google classroom, MYOS allowing students to access their total internal assessment marks at the conclusion of each semester and report any discrepancies, if identified. The examination process adheres to University of Madras regulations, incorporating the University's e-governance policy for governance in this area. In accordance with University of Madras regulations, all procedures such as examination applications, revaluation requests, hall ticket acquisition, and mark uploads must be completed exclusively online. Regular updates on students' internal performance will be maintained and communicated to parents. The University mandates that examinations be conducted online, with strict adherence to confidentiality and security protocols. The institution chief superindent will supervise the examination process under the principal's guidance, ensuring meticulous attention and care in an examination process.

Principal
Nazareth College of Arts & Science

IT Infrastructure:

The College guarantees sufficient desktops and laptops for both students and staff members. Computers and printers will be accessible in the administrative block. Projectors and other multimedia devices will be installed in the auditorium, classrooms, seminar hall and laboratories. Adequate configuration servers are maintained by the institution to ensure swift data transmission to computers. Office automation packages such as Open Office, MS Office and antivirus software will be procured and kept up-to-date for desktops and laptops.

E-Waste Management:

The institute consistently strives to foster a sustainable and healthy environment for all stakeholders and society at large. Embracing technology is essential in today's world, yet maintaining a harmonious balance between technological advancement and environmental conservation remains a critical challenge. Therefore, the institute is committed to ensure that all technology usage and e-waste generation have minimal environmental impact. Plans are in place for effective e-waste management through partnerships with external entities under a memorandum of understanding. The E-Waste Management Awareness Program, coupled with the practical demonstration and collaboration with Virogreen India Pvt Ltd, marks a significant step towards promoting responsible e-waste disposal practices within the college community and beyond. The successful execution of this initiative sets a precedent for future sustainability efforts within the institution.




Principal

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HUMAN

**RESOURC
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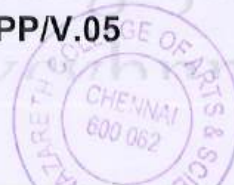
POLICY &

PROCEDURE

**NAZARETH COLLEGE
OF ARTS & SCIENCE**

Kovilpathagai Main Road, Avadi,
Chennai – 600 062
Ph: 044-26380203

Doc No. NCAS/HRPP/V.05




Principal

Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam

HR POLICY & PROCEDURE

HR POLICY & PROCEDURE

(Document No. NCAS/HRPP/V.05 dt.2018)

1. Conditions of Service
2. Recruitment and Selection Policy
3. Personal Conduct
4. Personal Communication Policy
5. Occupational Health & Safety
6. Harassment
7. Performance Management Policy
8. Training and Development Policy
9. Salary and Compensation Policy
10. Leave Policy
11. Discharge / Termination Policy



HR POLICY & PROCEDURE

I. Introduction

The Nazareth College of Arts & Science Human Policy & Procedure document provides the policy and procedure for managing and developing teaching, non-teaching faculty members. It also provides guidelines for the management to administer these policies and procedure for the development of human resource.

Nazareth College will keep these HR policies & procedures relevant and updated. Therefore, it is required for the management to amend, update, delete or add section or entire policy and procedure keeping in mind the development of human resource of the college.

These policies & procedures laid down shall apply to all employees.

II. DEFINITION

2.1. College

College means Nazareth College of Arts and Science , established and managed by C & D Educational Trust.

2.2. Management

Management means the C & D Educational Trust respresented by the Chairman and the Director.



HR POLICY & PROCEDURE

II.3. Governing Body

Governing body means the Governing body of Nazareth College of Arts and Science, which has been constituted in accordance³ with the provisions laid down in this respect by University of Madras.

II.4. University

University means University of Madras, Chennai – 600 005.

II.5. Principal

Principal of the College is the head of the institution authorized by the Management to discharge the duties and responsibilities of the Principal.

II.6. Employee

Employee includes all employees, without exception performing whatsoever function assigned to him/her and is in the whole or part time employment of the College, whether such employment is probationary, temporary, permanent or contractual.

II.7. TEACHING STAFF: The teaching staff comprise of the following categories.

- i) Principal
- ii) Professor



HR POLICY & PROCEDURE

- iii) Asst. Professor
- iv) Senior Lecturer/Lecturer
- v) Any other category of post declared so by the Executive body.

II.8. NON TEACHING STAFF

Non – Teaching staff means those categories of staff that are not categorized under the teaching staff shall be deemed to be non-teaching staff.

II.9. COMPETENT AUTHORITY

- (a) Chairman/Director of the Executive body in case of Principal
- (b) Principal in case of other employees.

II.10. DUTY

An employee is said to be on “duty” for the purpose of service benefits.

- i) When the employee is discharging the duties of the post to which he/she is appointed or is undergoing training prescribed for the post.
- ii) When the employee is absent from duty on authorized holidays or permitted vacation or when availing leave other than extra-ordinary leave sanctioned by the competent authority.
- iii) When the employee is attending conferences/seminars/summer schools duly permitted by the competent authority.

HR POLICY & PROCEDURE

- iv) When the employee is attending to the work assigned to him/her by the competent authority, in the interest of the institution.

3. The selection committee shall include:

- (a) In the case of recruitment of the Head of the College:-

- (i) The Chairman
- (ii) The Director
- (iii) An educationist, nominated by the Governing council, and
- (iv) A person having experience of administration of college, nominated by the Governing Body.

- (b) In the case of recruitment of teaching faculty:-

- (i) The Chairman
- (ii) The Director
- (iii) The Principal
- (iv) The Head of the Departments of the College,
- (v) A subject expert/industrial expert

- (c) In the case of recruitment of clerical staff/lab assistants:-

- (i) The Director
- (ii) The Principal
- (iii) The Head of the Departments of the College

- (d) In case of recruitment of maintenance staff:-

- (i) The director of the college
- (ii) The Principal



HR POLICY & PROCEDURE

4. Probation

4.1. Every employee shall on initial appointment be on probation for a period of two years from the date of his/her joining the duties. The period of probation may be extended by a further period not exceeding one year. Services of an employee during probation may be terminated without assigning any reason by giving one month notice in writing or one month's salary.

4.2. If an employee desires to be relieved during the period of probation, it will be necessary for him/her to give one month notice in writing or one month's salary including all allowances unless and otherwise the Trust permits relaxation under special circumstances.

4.3. Termination of Service

If an employee at any time after confirmation intends to resign, he/she shall give three/two months' notice in writing or three months' salary.

4.4. Retirement

Every employee of the college shall retire on attaining an age of super annuation as provided for by regulatory bodies like the UGC and in force from time to time. Extension or re-employment may also be given according to such provisions, at the discretion of the GB only, on such terms and conditions it deems fit designation / post held and the reputation of the company/industry at National /International level. Experience gained in sick/poor



HR POLICY & PROCEDURE

companies/industries shall not be considered for any kind of equivalence.

4.5. Promotion

Every person with eligibility for promotion is being considered for promotion based on the requirement in the department as per the Management. The committee consisting of the Director, Principal, HOD of various departments and expert members review their profile for the promotion.

III. CONDITIONS OF SERVICE POLICY

3.1. Employment

A letter of employment shall be signed by the management with the conditions as required to satisfy the UGC / University norms. All employees should sign an acceptance form, in order to confirm their interest to join Nazareth.

3.2. Working Hours

Shift 1:

The regular academic working hours of the Nazareth College of Arts & Science is from 8.00 am to 2.00 pm for teaching faculty.



HR POLICY & PROCEDURE

Shift 2:

The regular academic working hours of the Nazareth College of Arts & Science is from 12.00 pm to 5.45 pm for teaching faculty.

The administration office will function from 8.00 am to 4.30 pm for Shift 1 and 11.30 pm to 5.45 pm for Shift 2. Some variations and extension of working hours may be required to meet the vision and mission of the college.

III.3. Confidentiality

All information related to the operations or future endeavors of the college shall be treated with utmost confidentiality.

IV. RECRUITMENT AND SELECTION POLICY

The college aims to search and hire suitable candidates to fill vacancies in the college to satisfy human resources needs.

Any teaching vacancy within Nazareth College will be filled, on workload planning. Restructured or newly created positions will be activated only on the requirement and the need of the management.



HR POLICY & PROCEDURE

4.1. Employment Procedure

- a) The college shall advertise all vacant positions in the local/regional dailies or use other advertising media and call for applications.
- b) The Human Resources Personnel shall sort all applications that meet the minimum appointment requirements as advertised, and then forward these applications to the Head of the department / Principal.
- c) The Head of the department / Principal/ Secretary, with the Human Resources Personnel, shall shortlist the candidates for interview.
- d) The Human Resources Personnel shall co-ordinate with the Principal/Head of the dept and with the management for smooth conduct of interview.
- e) The interview panel shall be proposed by the management to confirm their employment with University.
- f) The offer letter is then presented to the selected candidates.
- g) For all vacancies the candidates working and interested among Nazareth Institutions will be given first preference.

4.2. Appointment

4.2.1 Letters of Appointment: The formal letter of employment will bear the signature of the management or as delegated. An acceptance letter with the signature of the employee is mandatory for the employment to be effective.



HR POLICY & PROCEDURE

4.2.2. Job Description: On appointment, an employee shall be given a job description. This shall specify the Roles, Responsibilities, Authorities and Accountability.

4.2.3. Confirmation: On approval from the University, the employee shall be confirmed in his/her employment. A confirmed employee needs to serve a notice period of 1 month in case of resignation or termination of employee.

4.2.4. Duration of employment: Unless otherwise stated, employment for all staff shall be on permanent basis.

4.2.5. Induction

All new staff shall undergo induction training to assist them in the process of becoming integrated to the institution within the shortest time possible.

V PERSONAL CONDUCT

5.1. General policy on personal conduct

Nazareth College expects its employees to maintain a high standard of conduct and work performance to make sure that the institution maintains its good reputation with the students and parents. Good personal conduct contributes to a good work environment for all. These involves

- Observing all policies and procedures
- Treating colleagues with courtesy and respect

HR POLICY & PROCEDURE

- Maintaining a healthy positive interaction with the students
- Understanding and fulfilling the Job description with Roles, Responsibilities, Authorities and Accountabilities to the fullest.
- Observe the schedule of hours of work.
- Any association, Active or Passive by any employee is strictly forbidden.
- Consumption or distribution of alcohol, drugs or any other intoxicants including smoking any employee within the college premises is prohibited.

5.2. Dress Code Policy

5.2.1. Gentlemen staff:

The dress code is formal full pants and shirt tucked in with tie and shoes on all working days. On Saturdays, semi formal T-shirts with collar, provided by the college is allowed.

5.2.2. Ladies staff:

The dress code is formal wear saree with pinned up hair-do on all working days. On Saturdays, casual hair style is allowed.

VI PERSONAL COMMUNICATION POLICY

6.1. Phone call



HR POLICY & PROCEDURE

- It is expected that private phone calls shall not be made from the institution's phone which is only for official purpose.
- It is expected that the staff members, do not carry their mobile phones to the classes or make calls when taking class.
- It is expected that the staff members making personal calls from their mobile phones inside the college campus other than the class rooms, to keep it at reasonable low levels.

6.2. Email Policy

- Email facility is provided for formal and official interaction or correspondence only.
- All official emails should be replied / responded within 24 hours on all working days and 48 hours in case of holidays.
- Take care to maintain the confidentiality of sensitive information. If emails need to be preserved, they should be backed up and stored in the system drive.
- Limited private use of email is allowed, without interfering employee's work schedule. However, the management will have access to view all official email



HR POLICY & PROCEDURE

accounts of employees in order to maintain certain code and conduct of email correspondence.

- All emails sent must include the approved business disclaimer.

6.3. Internet Policy

Internet facility is provided for educational purpose only. All employees can access internet for research and other educational purpose.

VII OCCUPATIONAL HEALTH AND SAFETY

7.1. Policy

Nazareth College provides a safe work environment for the welfare of all employees, students, visitors and other members of the public who interacts with the college. In order to do this, Nazareth College will

- Develop and maintain safe work environment.
- Organize safety drills as required
- Provide clean and adequate facilities

7.2. Smoking Policy

Nazareth College functions strictly with non-smoking policy. Smoking is not permitted within the campus of Nazareth College at any time.



7.3. Alcohol & Drug Policy

Alcohol and drugs are prohibited inside the campus of Nazareth College. The college has zero tolerance policy with regard to use of alcohol and illicit drug within the campus of the College. Nazareth College does not tolerate attending work under the influence of alcohol. This will result in suspension / dismissal of the employee.

VIII HARASSMENT

8.1. Policy

Nazareth College will do its utmost to treat all employees fairly and equitably in an environment, free of bullying and harassment. We aim to foster a professional, open and trustworthy work place. This policy aims to ensure that all staff are treated on merit by their senior staff members, peers, office staff, head of department / head (i/c), principal and management.

Procedure to make a complaint:

1. Inform the offender about the offensive behavior as it is against the general respect and human nature.
2. If the unwelcome behavior still persists, take the issue with your superiors / Vice-Principal / Principal / Management as the case may be. Follow the order of protocol to make the complaint.



XI PERFORMANCE MANAGEMENT

9.1. Policy

The purpose of performance management is to improve the performance of all the employees and convert their performance into excellence. This is an ongoing process. It takes place on various levels such as Self Evaluation, Peer Group Evaluation, Head/ Senior Evaluation and Student Evaluation.

9.1.1. Procedure:

- Evaluation is done periodically by self / peer / Head / or student, as warranted.
- Analysis is carried out to understand the training needs of employees.
- Sufficient training is provided to equip the employees on the skillset required and identified in the analysis.
- Continuous monitoring is provided to sustain and enhance the skillset acquired.
- Audits and training is also provided for faculty development.



X TRAINING AND DEVELOPMENT POLICY

10.1. Policy

Nazareth College strongly believes that a well-trained and efficient workforce is crucial for the development of students as well as the institution. As such, Nazareth College will always strive to attract and retain employees of the highest caliber. To achieve this, Nazareth College recruits all levels of staff members strictly on merit. After their appointment, the college will further provide them with opportunities to advance in skills and professional expertise as well as give them adequate exposure.

10.2. Research & Extension Activities

Nazareth College encourages teaching & non-teaching faculty members to improve knowledge and skill at all levels. The college offers one (1) day On Duty leave per semester for all its employees for presenting any paper in any workshop/ training/ seminars/research & extension activities, organized by University / Colleges / other institutions, in order to enhance the quality of its employees. Besides, the college also provides a nominal amount of the registration / training fee as charged by University / Colleges / other institutions, subject to the maximum of Rs.500/- per employee paid towards the registration fee for the workshop/ training/seminar/conference. The staff who wishes to attend

HR POLICY & PROCEDURE

any workshop/training/seminar/conference shall get prior approval from the management through Principal.

XI SALARY AND COMPENSATION POLICY

11.1. Policy

Nazareth College shall pay the mutually agreed salary and compensation on a monthly basis at the end of first week of the every succeeding month. The salary shall either be paid as cash/cheque/or bank transfer. The college shall deduct /or add all necessary deduction /or addition in salary as per the statutory norm, in order to meet the state/central government norms.

Nazareth College proposes to recognize every staff member who is sincere, hardworking and loyal. Every staff member who works in the college for a period of 12 months will be eligible for an increment for the next year. The management will fix the basic increment for teaching, non-teaching staff from time-to-time. Over and above the basic increment, the teaching staff will be provided with increment based on his/her research contribution during the academic year by way of paper presentation or paper publication at district, state, national or international level carried out individually. Over and above the basic increment, the non-teaching staff will be provided with further increment based on his/her performance reviewed by the management from time-to-time towards the effective functioning of the college.



XII LEAVE POLICY

All employees are entitled to leave in accordance with the relevant agreement and statutory provisions. All planned leave has to be mutually agreed, and taken into account based on the workload and employee's need. All employees will be entitled to have the following holidays and governed by the policy and procedure stated hereunder.

1. Each and every employee is entitled to avail two permissions (1 hour for teaching faculty and 2 hours for administrative staff) and one day casual leave per month. Total number of CL available is 11 per year starting from June to April. Additionally all employees are entitled to avail 1 Sick Leave per semester on account of any staff member falling sick during their working hours after having availed their eligible Casual Leave
2. They can accumulate these leave and take them in a continuous manner at any month as per the need of the employee, subject to the workload and at the discretion of the management.
3. Excess leave would mean if the availed leave is more than the permissible leave for the month or period.
4. If any excess leave availed falls either succeeding or proceeding holidays, the holidays will also be calculated for loss of pay.
5. Loss of pay is calculated by subtracting the permissible leave from the total leave including the holidays.



HR POLICY & PROCEDURE

6. The teaching and the non – teaching staff members have the option of surrendering the accumulated leave.
7. Maternity leave with loss of pay is possible at the discretion of the management.
8. The staff member who comes after 8.00 a.m and signs before 8.05 am of the forenoon session will be considered as late for Shift 1. Staff members who come later than 8.05 am and signs before 9.00 am will be considered as one permission in Shift 1. The staff member who comes after 1.00 p.m and signs before 1.05 pm of the forenoon session will be considered as late for Shift 2. Staff members who come later than 1.05 pm and signs before 2.00 pm will be considered as one permission in Shift 2.
9. For those staff members, who take half a day forenoon CL in Shift 1, should sign before 11 am. Those who come after 11 am and signs before 11.05 am will be considered as late. For those staff members, who take half a day CL in the first half in Shift 2, should sign before 3 pm. Those who come after 3.00 pm and signs before 3.05 pm will be considered as late. Permission and half a day CL cannot be availed together for any shift.
10. For those staff members who take half a day CL in the afternoon session may leave the college after 11 am in shift 1 and 3.00 pm in shift 2.



XIII DISCHARGE / TERMINATION POLICY

12.1. Policy

A confirmed employee (teaching faculty) can be discharged from service by serving a minimum notice period of one (1) month for termination or one (1) month salary in lieu of the notice period. All employees are governed on the same rule in terms of resignation from employee's side. Non-teaching staff can be discharged from service after serving a notice period of 15 days. The non-teaching staff is also governed by the same rule to provide minimum of 15 days notice period in case of resignation. An employee who has given notice of resignation is not eligible for excess leave during the notice period.



6.2.21

NAZARETH COLLEGE OF ARTS AND SCIENCE*Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade***ACADEMIC YEAR 2023-2024**

1. Name (in Block Letters) : MS. BEULAH ANGELINE E. F.
2. Father's Name (in Block Letters) : MR. ENOSE N.
3. Mother's Name (in Block Letters) : MS. FLORANCE VIMALA H.
4. Date of Birth and age : 20th January 1983 – 41 years
5. Gender - Male / Female : Female
6. Nationality : Indian
7. Category (General / BC/ MBC/DNC/SC/ST): BC
8. Current Designation : Assistant professor
9. Address for Correspondence : No. 24, Lotus Street, Thiruvalluvar Nagar,
(with PIN Code) Kamaraj Nagar, Avadi, Chennai – 600 071
10. Permanent Address (with PIN code) : Same as the above
11. Mobile number : 9791131698
12. E-mail ID : beulah@ncas.in, cfbeulahenry@gmail.com
13. Adhar Card No. : 9183 5325 8370
14. PAN number : AYUPB2085J
15. VIDWAN ID : 527525
16. Academic Qualifications:

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of passing	Percentage of marks obtained	Division / class/ Grade
M. A. English	Alagappa University	Dec 2014	58%	III Class
M. Ed.	Tamil Nadu Teacher Education University	May 2011	72%	I Class
B. Ed	University of Madras	April 2007	81%	I Class
M.Sc. Mathematics	University of Madras	April 2005	89%	I Class
B. Sc. Mathematics	University of Madras	April 2003	77%	I Class
HSC	Matriculation board	April 2000	80%	I Class
SSLC	Matriculation Board	April 1998	83%	I Class



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 Vellanoor Post, Avadi, Chennai-600062.

B. Academic Qualifications: Research Degrees

Degree	Title of Dissertation/ Thesis	Date of Award	Name of the University
M. Phil.	NA	Dec 2007	Alagappa University
Ph.D./D. Phil.	Graph Theory	Pursuing	University of Madras
D.Sc./D.Litt.	Nil	Nil	Nil
Others	Nil	Nil	Nil

17. Position(s) held prior to joining this institution, if any:

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving
Nil	Nil	Nil	Nil	Nil	Nil

18. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	
Nil	Nil	Nil	Nil	Nil

19. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

Teaching and / or Research Experience	Period		Total Experience (in years)
I. Level of Classes	From	To	
PG Classes	Nil	Nil	Nil
UG Classes	June 2009	Till date	15 years
Total (I)			15 years
II. Research Experience	From	To	
M.Phil.	Nil	Nil	Nil
Ph.D.	Nil	Nil	Nil
Total (II)			
Total (I + II)			15 years

20. Research Publications

(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total
Nil	Nil	Nil	Nil

(b) List of the best publications published in the last years to be considered for assessment:

S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI
1.	Dom-chromatic number of certain path related graphs	Advances and Applications in Mathematical Sciences	21	12	6721-6729	0.26	October 2022
2.	Dom-chromatic number	Advances and	21	1	123-131	0.26	Novemb



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S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI
	of splitting graphs of certain graphs	Applications in Mathematical Sciences21					er 2021
3.	Dom-chromatic number of certain ladder graphs	Journal of Algebraic Statistics	13	3	1701-1711	0.636	March 2022

4. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
International	Nil	Nil	Nil
National	Nil	Nil	Nil
State	Nil	Nil	Nil
Total	Nil	Nil	Nil

5. Awards / Prizes / Honors / Recognitions

1. Nil

6. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

a) Graph Theory

PART – B

C. Academic / Research Score* (As per UGC Regulations 2018, Appendix II, and Table 2: Methodology for University and College Teachers for calculating Academic / Research Score.)

1. Research Papers in Peer – Reviewed or UGC listed Journals during the assessment period

S.No.	Title of the Research paper	Name of the Journal	Vol. No. pp. & Year	ISBN /ISBN	Impact Factor / HI	Number of authors	Authorship (First author / corresponding author / co-author)	Peer Reviewed Sr. No. in UGC	Claimed Score	IQAC verified	End. No.
Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

Bentala S. S. S.

Signature



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Vellanoor Post, Avadi, Chennai-600062.

NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade

ACADEMIC YEAR 2023-2024

1. Name (in Block Letters) : ASHA.K
2. Father's Name (in Block Letters) : KARUNA.G
3. Mother's Name (in Block Letters) : MYTHIL.L
4. Date of Birth and age : 28/02/1993 & 31 Years
5. Gender : Female
6. Nationality : Indian
7. Category (General / BC/ MBC/DNC/SC/ST) : BC
8. Current Designation : Assistant Professor
9. Address for Correspondence : No.3 perumal kovil street, kollumedu, avadi Chennai 600062
(with PIN Code)
10. Permanent Address (with PIN code) : No.3 perumal kovil street, kollumedu, avadi Chennai
600062
11. Mobile number : 9841681049
12. E-mail ID : asha@ncas.in
13. Adhar Card No.: 645958429902
14. PAN number :CPJPA4823B
15. VIDWAN ID:
16. Academic Qualifications: M,Com., MBA., NET

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
M.Com	University of Madras	2016	65%	I Class
B.Com	Thiruvalluvar Univesity	2013	70%	I Class

B. Academic Qualifications : Research Degrees

Degree	Title of Dissertation/ Thesis	Date of Award	Name of the University
M. Phil.	NIL		
Ph.D./D. Phil.			



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Kollumoor Post, Avadi, Chennai-600062.

D.Sc./D.Litt.	
Others	

17. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving

18. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	
Assistant Professor	Commerce	01.09.2022		18000

19. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

Teaching and / or Research Experience	Period		Total Experience (in years)
I. Level of Classes	From	To	
PG Classes			
UG Classes	01.09.2022	2024	2 Year
Total (I)			
II. Research Experience	From	To	
M.Phil.			
Ph.D.			
Total (II)			
Total (I + II)			2 Years

20. Research Publications

(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total
			2

(b) List of the best publications published in the last years to be considered for assessment:

S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI
1	NIL	-	-	--	-	-	-
2	NIL	-	-	-	-	-	-

21. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and	Total
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		Papers Presented	
International	-	-	-
National	-	-	-
State	-	-	-
Total	-	-	-

22. Awards / Prizes / Honors / Recognitions

1.

2.

3.

23. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

a) Marketing

b) consumer preferences and Behaviour

PART – B

C. Academic / Research Score* (As per UGC Regulations 2018, Appendix II, and Table 2: Methodology for University and College Teachers for calculating Academic / Research Score.)

1. Research Papers in Peer – Reviewed or UGC listed Journals during the assessment period

End. No.	Serutiny Committee / IQAC verified	Claimed Score	Peer Reviewed Sr. No. in UGC	Type of Authorship (First author / corresponding author / co-author)	Number of authors	Impact Factor /	ISBN /ISBN	Vol. No. pp. & Year	Name of the Journal	Title of the Research paper	S.No.

Asha. K
Signature:



[Signature]
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Vellanoor Post, Avadi, Chennai-600062.

NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade

ACADEMIC YEAR 2023-2024

1. Name (in Block Letters) : Dr. S. ADILINISSA
2. Father's Name (in Block Letters) : SYED ZAHEER
3. Mother's Name (in Block Letters) : S. MUNEERA UNISSA
4. Date of Birth and age : 17/07/1979
5. Gender : Male / Female : Female
6. Nationality : INDIAN
7. Category (General / BC/ MBC/DNC/SC/ST) : BC
8. Current Designation : Assistant Professor
9. Address for Correspondence : No. 55, Priya Nagar Extension, New Vellanoor, Avadi, 600062
10. Permanent Address (with PIN code) : Same as above
11. Mobile No. 7200633049
12. E-mail ID : adilinissa@ncas.in
13. Adhar Card No.:8107 1364 8893
14. PAN number : BHYP A5636G
15. VIDWAN ID:527699
16. Academic Qualifications:

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
M.A Eco	MADRAS UNIVERSITY	2010	60%	I
B.A Eco	S.I.E.T COLLEGE	2000	62%	I

B. Academic Qualifications : Research Degrees

Degree	Title of Dissertation/ Thesis	Date of Award	Name of the University
Ph.D./D. Phil.	DYNAMICS OF SOCIO ECONOMIC STATUS OF MUSLIM WOMEN WITH SPECIAL REFERENCE TO CHENNAI CITY	12/12/2022	PRESIDENCY COLLEGE

17. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of	Reason for Leaving
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				Pay / Total Pay	
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18. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	
ASSISTANT PROFESSOR	DEPARTMENT OF COMMERCE	2023	2024	Rs. 27000 PER MONTH

19. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

Teaching and / or Research Experience	Period		Total Experience (in years)
I. Level of Classes	From	To	
PG Classes	--	--	--
UG Classes	--	--	--
Total (I)			
II. Research Experience	From	To	
M.Phil.	--	--	--
Ph.D.	--	--	--
Total (II)			
Total (I + II)			

20. Research Publications

(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total
1	--	--	1

(b) List of the best publications published in the last years to be considered for assessment:

S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI
---	---	--	--	--	--	--	--

21. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
International	1	1	1
National	1	1	1
State			



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Total	2	2	2
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22. Awards / Prizes / Honors / Recognitions

1. NIL

23. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

a) Marketing

PART – B

C. Academic / Research Score* (As per UGC Regulations 2018, Appendix II, and Table 2: Methodology for University and College Teachers for calculating Academic / Research Score.)

1. Research Papers in Peer – Reviewed or UGC listed Journals during the assessment period

End. No.	Scrutiny Committee / IQAC verified	Claimed Score	Peer Reviewed Sr. No. in UGC	Type of Authorship (First author / corresponding author / co-author)	Number of authors	Impact Factor / IF	ISBN /ISBN	Vol. No. pp. & Year	Name of the Journal	Title of the Research paper	S.No.
--	--	--	--	--	--	--	--	--	--	--	1.

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NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade

ACADEMIC YEAR 2023-2024

1. Name (in Block Letters): OMEGA D
2. Father's Name (in Block Letters): P. DEVASIRVADAM
3. Mother's Name (in Block Letters): D NALINI
4. Date of Birth and age: 26/11/1983 & 40 Years
5. Gender : Female
6. Nationality : Indian
7. Category (General / BC/ MBC/DNC/SC/ST) : BC
8. Current Designation : Assistant Professor
9. Address for Correspondence: No.1, Ambedkar Street, Thirumullivoyal, Chennai -600056
(with PIN Code)
10. Permanent Address (with PIN code) :
11. Mobile number :8668147973
12. E-mail ID: omega@ncas.in
13. Adhar Card No.: 957391364146
14. PAN number:
15. VIDWAN ID:
16. Academic Qualifications: MBA., M.Phil.

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
M.Phil.	Deemed University	2017	74%	I Class
MBA	Anna University	2009	69%	II Class
B.Com(C S)	University of Madras	2007	72%	I Class

B. Academic Qualifications : Research Degrees

Degree	Title of Dissertation/ Thesis	Date of Award	Name of the University
M. Phil.	NIL		
Ph.D./D. Phil.			



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Vellanoor Post, Avadi, Chennai-600062.

D.Sc./D.Litt.	
Others	

17. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving
B.Com Honours	Jaya college of Arts & Science College	17.09.2010	31.03.2019	16000	Long Distance

18. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	
Assistant Professor	Commerce	21.09.2020		18000

19. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

Teaching and / or Research Experience	Period		Total Experience (in years)
Total (I)			

20. Research Publications

(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total
	1. Performances of Appraisal Towards organizational excellence		1

(b) List of the best publications published in the last years to be considered for assessment:

S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI



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21. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
International			
National		1	1
State			
Total			

22. Awards / Prizes / Honors / Recognitions

23. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

- Finance
- Marketing

PART – B

C. Academic / Research Score* (As per UGC Regulations 2018, Appendix II, and Table 2: Methodology for University and College Teachers for calculating Academic / Research Score.)

1. Research Papers in Peer – Reviewed or UGC listed Journals during the assessment period

End. No.	Scrutiny Committee / IQAC verified	Claimed Score	Peer Reviewed Sr. No. in UGC	Type of Authorship (First author / corresponding author / co-author)	Number of authors	Impact Factor / in	ISBN /ISBN	Vol. No. pp. & Year	Name of the Journal	Title of the Research paper	S.No.

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NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade

ACADEMIC YEAR 2023-2024

1. Name (in Block Letters) : SELVI P
2. Father's Name (in Block Letters) : PONRAJ V
3. Mother's Name (in Block Letters) : JAYA LAKSHMI P
4. Date of Birth and age : 05/01/1993 & 31 Years
5. Gender : Female
6. Nationality : Indian
7. Category (General / BC/ MBC/DNC/SC/ST) : BC
8. Current Designation : Assistant Professor
9. Address for Correspondence : No.3/7 A, Eswaran Kovil Street, Sevvapet, Chennai - 602025
(with PIN Code)
10. Permanent Address (with PIN code) : -
11. Mobile number : 9566168204
12. E-mail ID : selvi@ncas.in
13. Adhar Card No.: 719050634108
14. PAN number : JYBPS3140H
15. VIDWAN ID: 527722
16. Academic Qualifications: M,Com., MBA., NET

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
NET	UGC	2018	58%	-
MBA	University of Madras	2019	66%	II Class
M.Com	University of Madras	2019	85%	I Class with Distinction
B.Com	University of Madras	2015	81%	I Class with Distinction

B. Academic Qualifications : Research Degrees

Degree	Title of Dissertation/ Thesis	Date of Award	Name of the University
M. Phil.	NIL		
Ph.D./D. Phil.			



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Vellannor Post, Avadi, Chennai-600062.

D.Sc./D.Litt.	
Others	

17. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving
B.Com Honours	Kanyaka Parameshwari Arts & Science College for Women	03.06.2019	31.03.2020	22100	Long Distance

18. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	
Assistant Professor	Commerce	05.08.2020		27000

19. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

Teaching and / or Research Experience	Period		Total Experience (in years)
I. Level of Classes	From	To	
PG Classes	05.08.2020		4 Years
UG Classes	03.06.2019	31.03.2020	1 Year
Total (I)			
II. Research Experience	From	To	
M.Phil.			
Ph.D.			
Total (II)			
Total (I + II)			5 Years

20. Research Publications

(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total
2			2

(b) List of the best publications published in the last years to be considered for assessment:

S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI
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1	Examining consumer behaviour for organic products A Thiruvallur district perspective	Alochana Journal	13	2	-	AJ/2103	05.02.2024
2	Impact of Celebrity Eendorsement on Consumer Buying Behaviour - A study with reference to Tiruvallur District	Humanities and Social Science Studies	12	1	13-20	-	12.06.2023

21. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
International	2	1	3
National		2	2
State	1		1
Total			6

22. Awards / Prizes / Honors / Recognitions

23. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

- Marketing
- consumer preferences and Behaviour

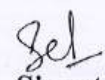
PART - B

C. Academic / Research Score* (As per UGC Regulations 2018, Appendix II, and Table 2: Methodology for University and College Teachers for calculating Academic / Research Score.)

- Research Papers in Peer – Reviewed or UGC listed Journals during the assessment period

End. No.	Scrutiny Committee / IQAC verified	Claimed Score	Peer Reviewed Sr. No. in UGC	Type of Authorship (First author / corresponding author / co-author)	Number of authors	Impact Factor /	ISBN /ISBN	Vol. No. pp. & Year	Name of the Journal	Title of the Research paper	S.No.



Signature: 
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 Vellanoor Post, Avadi, Chennai-600062.

NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade

ACADEMIC YEAR 2023-2024

1. Name (in Block Letters) : JENITA DEVA MARIYAL J
2. Father's Name (in Block Letters) : JEBADURAI D
3. Mother's Name (in Block Letters) : HILDA RANI J
4. Date of Birth and age : 28/09/1993 & 30 Years
5. Gender : Female
6. Nationality : Indian
7. Category (General / BC/ MBC/DNC/SC/ST) : BC
8. Current Designation : Assistant Professor
9. Address for Correspondence : No.32 Ganga Nagar, Arrikambedu, Chennai - 62
10. Permanent Address (with PIN code) : No.32 Ganga Nagar, Arrikambedu, Chennai - 62
11. Mobile number : 9003106170
12. E-mail ID : jenita@ncas.in
13. Adhar Card No.: 386526432200
14. PAN number : CMTPM9310E
15. VIDWAN ID: 244609
16. Academic Qualifications: M,Com., B.ED

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
M.Com	University of Madras	2016	59%	II Class
B.Com	University of Madras	2014	74%	I Class

B. Academic Qualifications : Research Degrees

Degree	Title of Dissertation/ Thesis	Date of Award	Name of the University
M. Phil.	NIL		
Ph.D./D. Phil.			
D.Sc./D.Litt.			
Others			



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 Vellanoor Post, Avadi, Chennai-600062.

17. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving

18. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	

19. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

Teaching and / or Research Experience	Period		Total Experience (in years)
I. Level of Classes	From	To	
Total (I)			
II. Research Experience	From	To	
M.Phil.			
Ph.D.			
Total (II)			
Total (I + II)			5 Years

20. Research Publications

(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total

(b) List of the best publications published in the last years to be considered for assessment:

S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI

21. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
International	-	-	-
National	-	-	-



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State			
Total			

22. Awards / Prizes / Honors / Recognitions

1. Given 100% result in Logistics and Supply chain Management
- 2.
- 3.

23. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

NIL

PART – B

C. Academic / Research Score* (As per UGC Regulations 2018, Appendix II, and Table 2: Methodology for University and College Teachers for calculating Academic / Research Score.)

1. Research Papers in Peer – Reviewed or UGC listed Journals during the assessment period

End. No.	Scrutiny Committee / IQAC verified	Claimed Score	Peer Reviewed Sr. No. in UGC	Type of Authorship (First author / corresponding author / co-author)	Number of authors	Impact Factor /	ISBN /ISBN	Vol. No. pp. & Year	Name of the Journal	Title of the Research paper	S.No.

Signature:



[Signature]
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Vellanoor Post, Avadi, Chennai-600062.

NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade

ACADEMIC YEAR 2023-2024

1. Name (in Block Letters) :BELSIA BRITTO A
2. Father's Name (in Block Letters) :ARULANDU V
3. Mother's Name (in Block Letters) :JEBAMALAIMARY A
4. Date of Birth and age :01/06/1991 & 32 YEARS
5. Gender : Female
6. Nationality :INDIAN
7. Category (General / BC/ MBC/DNC/SC/ST) :BC
8. Current Designation :ASSISTANT PROFESSOR
9. Address for Correspondence :No.5A ,Arunagiri street ,Mullai Nagar, Kovilpathagai , Avadi - 600062
10. Permanent Address (with PIN code) : No.5A ,Arunagiri street ,Mullai Nagar, Kovilpathagai , Avadi -600062
11. Mobile number :9003962391
12. E-mail ID :belsia@ncas.in
13. Adhar Card No.:7668 2352 4625
14. PAN number :ECNPA6586G
15. VIDWAN ID:527701
16. Academic Qualifications:

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
BCOM	MADURAI KAMARAJ UNIVERSITY	2011	71	FIRST CLASS
MCOM	MADURAI KAMARAJ UNIVERSITY	2013	70	FIRST CLASS

B. Academic Qualifications : Research Degrees

Degree	Title of Dissertation/ Thesis	Date of Award	Name of the University
M. Phil.	A STUDY ON CUSTOMER SATISFACTION FOR USING	2018	MADRAS UNIVERSITY



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 Vellanoor Post, Avadi, Chennai-600062.

	MOBILE APP BASED CAB SERVICES IN CHENNAI		
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17. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving
NIL	NIL	NIL	NIL	NIL	NIL

18. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	
ASSISTANT PROFESSOR	COMMERCE	2021	2024	21000/Per Month

19. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

Teaching and / or Research Experience	Period		Total Experience (in years)
I. Level of Classes	From	To	
PG Classes	NIL	NIL	
UG Classes	2021	2024	4 YEARS
Total (I)			
II. Research Experience	From	To	
M.Phil.	NIL	NIL	NIL
Ph.D.	NIL	NIL	NIL
Total (II)			
Total (I + II)			4 YEARS

20. Research Publications

(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total
NIL	NIL	1	1

(b) List of the best publications published in the last years to be considered for assessment:

S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI
NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL

21. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
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International	NIL	NIL	NIL
National	NIL	NIL	NIL
State	NIL	NIL	NIL
Total	NIL	NIL	NIL

22. Awards / Prizes / Honors / Recognitions

1. NIL

23. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

a) MARKETING

PART – B

C. Academic / Research Score* (As per UGC Regulations 2018, Appendix II, and Table 2: Methodology for University and College Teachers for calculating Academic / Research Score.)

1. Research Papers in Peer – Reviewed or UGC listed Journals during the assessment period

End. No.	Scrutiny Committee / IOAC verified	Claimed Score	Peer Reviewed Sr. No. in UGC	Type of Authorship (First author / corresponding author / co-author)	Number of authors	Impact Factor / HI	ISBN / ISBN	Vol. No. pp. & Year	Name of the Journal	Title of the Research paper	S.No.
NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL

(Belsia britto)

Signature:




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NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade

ACADEMIC YEAR 2023-2024

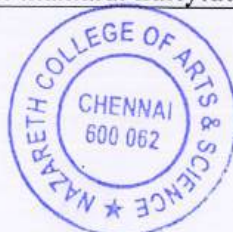
1. Name (in Block Letters) : P.DEEPA
2. Father's Name (in Block Letters) :T.PANDIYAN
3. Mother's Name (in Block Letters) :P.KAVITHA
4. Date of Birth and age :16.08.1995/28
5. Gender : Female
6. Nationality :INDIAN
7. Category (General / BC/ MBC/DNC/SC/ST) :SC
8. Current Designation :ASSISTANT PROFESSOR
9. Address for Correspondence :NO.1&2,BRINDAVAN MULLAI CROSS
STREET,SURAPET,CHENNAI-66
10. Permanent Address (with PIN code) : NO.1&2,BRINDAVAN MULLAI CROSS
STREET,SURAPET,CHENNAI-66
11. Mobile number :6382760191
12. E-mail ID :deepatamil@ncas.in
13. Adhar Card No.:320078068122
14. PAN number :CMVPD6633B
15. VIDWAN ID:
16. Academic Qualifications:

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
B.A	University of Madras	April -2016	80%	Distinction
M.A	University of Madras	April -2018	73%	Distinction

B. Academic Qualifications : Research Degrees

Degree	Title of Dissertation/ Thesis	Date of Award	Name of the University
M. Phil.	Manimegalail thamarai kuriyidu	August -2019	University of



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			madras
Ph.D./D. Phil.			
D.Sc./D.Litt.			
Others			

17. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving

18. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	
Assistant Professor	Language	2021	2024	25000

19. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

Teaching and / or Research Experience	Period		Total Experience (in years)
I. Level of Classes	From	To	
PG Classes	nil	nil	
UG Classes	2021	2024	3years,7months
Total (I)			
II. Research Experience	From	To	
M.Phil.			
Ph.D.			



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Total (II)	
Total (I + II)	

20. Research Publications

(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total

(b) List of the best publications published in the last years to be considered for assessment:

S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI

21. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
International			
National			
State			
Total			

22. Awards / Prizes / Honors / Recognitions

1. semozhi aaivu sudar award

2.

3.

23. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

a)

b)



[Signature]
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Vellanoor Post, Avadi, Chennai-600062.

NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade

ACADEMIC YEAR 2023-2024

1. Name (in Block Letters) : R.Angelin Monica
2. Father's Name (in Block Letters) : D.Rajamanickam
3. Mother's Name (in Block Letters) : I.N. Kasthuri Bai
4. Date of Birth and age :15.03.1981
5. Gender : Male / **Female**
6. Nationality : Indian
7. Category (General / BC/ MBC/DNC/SC/ST) :BC
8. Current Designation :Assistant Professor
9. Address for Correspondence : No 19 Thangavel Reddy street
Manavalanagar, Tiruvallur
(with PIN Code) 602002
10. Permanent Address (with PIN code) : No 19 Thangavel Reddy street
Manavalanagar, Tiruvallur
(with PIN Code) 602002
11. Mobile number :7305820778
12. E-mail : monica@ncas.in
13. Adhar Card No.: 708328077416
14. PAN number : BVDPR6313J
15. VIDWAN ID:
16. Academic Qualifications:MSC (IT)., Mphil,MTech(CSE)

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
MTech(CSE)	Bharath University	May 2014	7.76	First class
MPhil	Madurai Kamaraj University	April 2007	57	Second class
Msc(IT)	University of Madras	April 2006	75.35	First class



[Signature]
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BES	University of Madras	October 2002	51.64	Second class
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B. Academic Qualifications : Research Degrees

Degree	Title of Dissertation/ Thesis	Date of Award	Name of the University
M. Phil.	Active proxy server	24.04.2008	Madurai Kamaraj university
Ph.D./D. Phil.			
D.Sc./D.Litt.			
Others			

17. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving
Nil	Nil	Nil	Nil	Nil	Nil

18. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	
Assistant Professor	BCA department	24.7.2006	Till date	

19. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)



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Teaching and / or Research Experience	Period		Total Experience (in years)
I. Level of Classes			
PG Classes	2007-2009		2 years
UG Classes			
Total (I)			
II. Research Experience	From 24.7.24	To Till date	18 years
M.Phil.			
Ph.D.			
Total (II)			18 years
Total (I + II)			20 years

20. Research Publications

(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total
Nil	Nil	Nil	Nil
Nil	Nil	Nil	Nil
Nil	Nil	Nil	Nil
Nil	Nil	Nil	Nil

(b) List of the best publications published in the last years to be considered for assessment:

S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI
Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

21. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
International	Nil	Nil	Nil
National	Nil	Nil	Nil
State	Nil	Nil	Nil
Total	Nil	Nil	Nil



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 Vellanoor Post, Avadi, Chennai-600062.

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22. Awards / Prizes / Honors / Recognitions

1.

2.

3.

23. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

a) **Internet of Things IOT**

b)

PART – B

C. Academic / Research Score* (As per UGC Regulations 2018, Appendix II, and Table 2: Methodology for University and College Teachers for calculating Academic / Research Score.)

1. Research Papers in Peer – Reviewed or UGC listed Journals during the assessment period

End. No.	Scrutiny Committee / IQAC verified	Claimed Score	Peer Reviewed Sr. No. in UGC	Type of Authorship (First author / corresponding author / co-author)	Number of authors	Impact Factor / IF	ISBN /ISBN	Vol. No. pp. & Year	Name of the Journal	Title of the Research paper	S.No.
Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

Signature: R.Angelin Monica



(Signature)
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NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade

ACADEMIC YEAR 2023-2024

1. Name (in Block Letters) : P.M Umadevi
2. Father's Name (in Block Letters) :P. Mahendra
3. Mother's Name (in Block Letters) : P. Suseela
4. Date of Birth and age :27/03/1993
5. Gender : Male / Female
6. Nationality : Indian
7. Category (General / BC/ MBC/DNC/SC/ST) : BC
8. Current Designation : Assistant professor
9. Address for Correspondence : No: &, Vallalar street, Nandavana mettutr, Avadi, Chennai 600071.
10. Permanent Address (with PIN code) : Same as above
11. Mobile number : 9940281565
12. E-mail ID : uma21993@gmail.com, umadevi@ncas.in
13. Adhar Card No.:906445499442
14. PAN number :AIDPU3923H
15. VIDWAN ID:240639
16. Academic Qualifications:

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
M.com	University Of Madras	2016	66	First class
B.com	University Of Madras	2014	68	First class

B. Academic Qualifications : Research Degrees

Degree	Title of Dissertation/ Thesis	Date of Award	Name of the University
M. Phil.	A Study on Consumer satisfaction towards DTH Service	2017	University Of Madras
Ph.D./D. Phil.	-	-	-
D.Sc./D.Litt.	-	-	-



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Others	-	-	-
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17. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving
-	-	-	-	-	-

18. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	
Assistant Professor	Department of Commerce	2023	2024	18,000

19. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

Teaching and / or Research Experience	Period		Total Experience (in years)
I. Level of Classes	From	To	
PG Classes	2015	2016	1
UG Classes	-	-	-
Total (I)			
II. Research Experience	From	To	
M.Phil.	2016	2017	1
Ph.D.			
Total (II)			
Total (I + II)			2

20. Research Publications

(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total
-	-	-	-

(b) List of the best publications published in the last years to be considered for assessment:

S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI
-	-	-	-	-	-	-	-

21. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
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International	-	-	-
National	-	-	-
State	-	-	-
Total	-	-	-

22. Awards / Prizes / Honors / Recognitions

- 1.
- 2.
- 3.

23. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

- a)
- b)

PART – B

C. Academic / Research Score* (As per UGC Regulations 2018, Appendix II, and Table 2: Methodology for University and College Teachers for calculating Academic / Research Score.)

1. Research Papers in Peer – Reviewed or UGC listed Journals during the assessment period

End. No.	Scrutiny Committee / IQAC verified	Claimed Score	Peer Reviewed Sr. No. in UGC	Type of Authorship (First author / corresponding author / co-author)	Number of authors	Impact Factor / IF	ISBN /ISSN	Vol. No. pp. & Year	Name of the Journal	Title of the Research paper	S.No.
-	-	-	-	-	-	-	-	-	-	-	-

P.M Umadevi
Signature:




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NAZARETH COLLEGE OF ARTS AND SCIENCE

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ACADEMIC YEAR 2023-2024

1. Name (in Block Letters): S.DEIVAYANAI.
2. Father's Name (in Block Letters) :K.SUBRAAMANI
3. Mother's Name (in Block Letters) :S.RAJESWARI
4. Date of Birth and age : 05.06.1979
5. Gender : Male / Female: Female
6. Nationality : Indian
7. Category (General / BC/ MBC/DNC/SC/ST) : General(OC)
8. Current Designation : Asst Prof in Corporate Secretaryship
9. Address for Correspondence: No, 655 Bajanai Koil Street, Tirur kuppam, Tirur post,
Tirurvallur Dist. Pin code 602025.
10. Permanent Address (with PIN code): No, 655 Bajanai Koil Street, Tirur kuppam, Tirur post,
Tirurvallur Dist. Pin code 602025
11. Mobile number : 9840116840
12. E-mail ID :deivayanai@ncas.in
13. Aadhar Card No.: 7272 0219 7683
14. PAN number :BPHPD9263D
15. VIDWAN ID: 527484
16. Academic Qualifications:

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
PhD (pursing)	Vels University	-	-	-
M.Phil. commerce	Bharathidasan University, Trichy.	2008	First Class (70%)	I Class
M.Com.	Jaya college of Arts & Science University of Madras	2005	Second Class (58%)	II Class
B.B.M. Banking Management	Jaya college of Arts & Science University of Madras	2001	Second Class (58%)	II Class

B. Academic Qualifications : Research Degrees



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Degree	Title of Dissertation/ Thesis	Date of Award	Name of the University
M. Phil.	A STUDY OF CONSUMER PREFERENCE OF LCD TC WITH REFERENC TO CHENNI CITY	2008	Bharathidasan University
Ph.D./D. Phil.	Marketing		
D.Sc./D.Litt.			
Others			

17. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving
B.COM	S.DEIVAYANAI	2014	-	21550	-

18. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	
ASST PROF	B.COM	2014	2019	
ASST PROF	B.COM (CS)	2019	TILL DATE	21550

19. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

Teaching and / or Research Experience	Period		Total Experience (in years)
I. Level of Classes	From	To	
PG Classes	NA	NA	NA
UG Classes			
Total (I)			
II. Research Experience	From	To	
M.Phil.	NA	NA	NA
Ph.D.	NA	NA	NA
Total (II)			
Total (I + II)			

20. Research Publications

(a) Number of Publications



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International Level Journals	National Level Journals	State Level Journals	Total
NIL	NIL	NIL	NIL

(b) List of the best publications published in the last years to be considered for assessment:

S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI
NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL

21. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
International	NIL	NIL	NIL
National	NIL	NIL	NIL
State	NIL	NIL	NIL
Total			

22. Awards / Prizes / Honors / Recognitions

1. NIL

23. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

a) NIL

PART - B

C. Academic / Research Score* (As per UGC Regulations 2018, Appendix II, and Table 2: Methodology for University and College Teachers for calculating Academic / Research Score.)

1. Research Papers in Peer – Reviewed or UGC listed Journals during the assessment period

S.No.	Title of the Research paper	Name of the Journal	Vol. No. pp. & Year	ISBN /ISBNI	Impact Factor / HI	Number of authors	Type of Authorship (First author / corresponding author / co-author)	Peer Reviewed Sr. No. in UGC	Claimed Score	Scrutiny Committee / IOAC verified	End. No.
NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL



Deirayana
Signature:
Principal
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NAZARETH COLLEGE OF ARTS AND SCIENCE

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ACADEMIC YEAR 2023-2024

1. Name (in Block Letters) : B. GOMATHI
2. Father's Name (in Block Letters) : A. BALARAMAN
3. Mother's Name (in Block Letters) : B. MEENAKSHI
4. Date of Birth and age : 28/02/1988 (36)
5. Gender : Female
6. Nationality : Indian
7. Category (General / BC/ MBC/DNC/SC/ST) : MBC
8. Current Designation : Assistant Professor
9. Address for Correspondence : No 1 2nd Street Flat No: C401 DNVaishnovi Apartments
(with PIN Code) Vaishnavi Nagar, Thirumullaivoyal, Chennai - 600062.
10. Permanent Address (with PIN code) : No 1 2nd Street Flat No: C401 DNVaishnovi
Apartments, Vaishnavi Nagar, Thirumullaivoyal,
Chennai - 600062.
11. Mobile number : 9952937491
12. E-mail ID : gomathisilambarasan@gmail.com
13. Adhar Card No.: 410899629203
14. PAN number : BOVPG2653H
15. VIDWAN ID: 527586
16. Academic Qualifications:

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
B. Sc CS	University of Madras	2009	75%	First Class with Distinction
M. Sc IT	University of Madras	2011	7.5	First Class

B. Academic Qualifications : Research Degrees

Degree	Title of Dissertation/ Thesis	Date of Award	Name of the University
M. Phil.	Scalable Scheduling Of Updates In Streaming Data		Thiruvalluvar University



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Ph.D./D. Phil.	-	-	-
D.Sc./D.Litt.			
Others			

17. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving
-	-	-	-	-	-

18. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	
Assistant Professor	Computer Applications	16/06/2014	Till Date	23100

19. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

Teaching and / or Research Experience	Period		Total Experience (in years)
I. Level of Classes	From	To	
PG Classes			
UG Classes	16/06/2014	Till Date	10 Years
Total (I)			
II. Research Experience	From	To	
M.Phil.	-	-	-
Ph.D.	-	-	-
Total (II)			-
Total (I + II)			10 Years




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20. Research Publications

(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total
-	-	-	-

(b) List of the best publications published in the last years to be considered for assessment:

S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI
-	-	-	-	-	-	-	-

21. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
International	1	-	1
National	-	-	-
State	1	-	1
Total	2	-	2

22. Awards / Prizes / Honors / Recognitions

1. External Examiner

2. Valuation Examiner

3.

23. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

a) Networking, Cloud Computing

b) Artificial Intelligence




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NAZARETH COLLEGE OF ARTS AND SCIENCE

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ACADEMIC YEAR 2023-2024

1. Name (in Block Letters) : FATIMA SHANAVAS
2. Father's Name (in Block Letters) : A.K SHANAVAS
3. Mother's Name (in Block Letters) : S RASHEEDHA BUGUM
4. Date of Birth and age : 22-11-1982 , 41 Years
5. Gender : Female
6. Nationality : INDIAN
7. Category (General / BC/ MBC/DNC/SC/ST) : BC
8. Current Designation : Assistant Professor
9. Address for Correspondence : No 2 Bharatham Street, SRM Garden Vetri Nagar J B Estate
Avadi , Chennai -600054
(with PIN Code)
10. Permanent Address (with PIN code) :No 2 Bharatham Street, SRM Garden Vetri Nagar J B
Estate Avadi , Chennai -600054
11. Mobile number : 9941672211
12. E-mail ID : drfatima@ncas.in
13. Adhar Card No.: 2732 4685 4186
14. PAN number : ABFPF3294D
15. VIDWAN ID: 527480
16. Academic Qualifications:

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
HINDI PRAVEEN	Dakshina Bharat Hindi Prachar Sabha	2004	60%	First Class
MA	Dakshina Bharat Hindi Prachar Sabha	2012	73%	First Class



[Signature]
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Vellanoor Post, Avadi, Chennai-600062.

B. Academic Qualifications : Research Degrees

Degree	Title of Dissertation/ Thesis	Date of Award	Name of the University
M. Phil.	Saadat Hasan Manto's Letters	05-01-2014	Dakshina Bharat Hindi Prachar Sabha
Ph.D./D. Phil.	The Distortions of the reality of life in the stories of Saadat Hasan Manto	04-06-2017	Dakshina Bharat Hindi Prachar Sabha
D.Sc./D.Litt.	NIL		
Others	NIL		

17. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving
NIL					

18. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	
Assistant Professor	Language	03-08-2021	Till date	30000/-

19. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

Teaching and / or Research Experience	Period		Total Experience (in years)
I. Level of Classes	From	To	



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PG Classes	NIL		
UG Classes	03-08-2021	Till date	3 Years
Total (I)			
II. Research Experience	From	To	
M.Phil.			
Ph.D.			
Total (II)			
Total (I + II)			

20. Research Publications

(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total
NIL	NIL	NIL	

(b) List of the best publications published in the last years to be considered for assessment:

S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI
	NIL						
	NIL						

21. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
International	NIL		
National	NIL		
State	NIL		
Total			

22. Awards / Prizes / Honors / Recognitions

1. NIL

2.

3.



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 Vellanoor Post, Avadi, Chennai-600062.

23. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

- a) NIL
- b) NIL

PART – B

C. Academic / Research Score* (As per UGC Regulations 2018, Appendix II, and Table 2: Methodology for University and College Teachers for calculating Academic / Research Score.)

1. Research Papers in Peer – Reviewed or UGC listed Journals during the assessment period

End. No.	Scrutiny Committee / IQAC verified	Claimed Score	Peer Reviewed Sr. No. in UGC	Type of Authorship (First author / corresponding author / co-author)	Number of authors	Impact Factor / IF	ISBN /SBN	Vol. No. pp. & Year	Name of the Journal	Title of the Research paper	S.No.
										NIL	

Pathima
Signature:



[Signature]
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NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade

ACADEMIC YEAR 2023-2024

1. Name (in Block Letters) : Dr.Rathika.S
2. Father's Name (in Block Letters) : G.M.Sampath
3. Mother's Name (in Block Letters) : S.Poongodi
4. Date of Birth and age : 17.6.1985 and 39
5. Gender : Female
6. Nationality : Indian
7. Category (General / BC/ MBC/DNC/SC/ST) :BC
8. Current Designation : Assistant Professor in Tamil Department
9. Address for Correspondence : No.9/138, Ambethkar Street, Edapalayam,Redhills, Chennai-600052
(with PIN Code)
10. Permanent Address (with PIN code) : No.9/138, Ambethkar Street, Edapalayam,Redhills, Chennai-600052
11. Mobile number : 8124950129
12. E-mail ID : rathika@ncas.in
13. Adhar Card No.: 224755185990
14. PAN number : AOOPR5244P
15. VIDWAN ID:527487
16. Academic Qualifications:

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
Bsc.,	Madras University	2006	68.4	First Class
MA.,	Madras University	2011	59.6	Second Class

B. Academic Qualifications : Research Degrees



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Degree	Title of Dissertation/ Thesis	Date of Award	Name of the University
M. Phil.	Nil		
Ph.D./D. Phil.	Sanga Kala Pen Pulavarkalin Azhakiyal	06-08-2023	Madras University
D.Sc./D.Litt.	Nil		
Others	Net	19-02-2022	UGC (NTA)

17. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving
	Nil				
	Nil				
	Nil				
	Nil				
	Nil				

18. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	
Assistant Professor	Tamil Department	01 December 2023	Till Now	27000

19. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

Teaching and / or Research Experience	Period		Total Experience (in years)
I. Level of Classes	From	To	
PG Classes	Nil		
UG Classes	01-12-2023	Till Now	9 months
Total (I)			



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II. Research Experience	From	To	
M.Phil.	Nil		
Ph.D.	December 2018	June 2023	4 Years
Total (II)			
Total (I + II)			4 Years

20. Research Publications

(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total
Nil	2	Nil	2

(b) List of the best publications published in the last years to be considered for assessment:

S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI
	Nil	Nil					
	Nil	Nil					

21. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
International	Nil	Nil	Nil
National	5	5	5
State	Nil	Nil	Nil
Total	5	5	5

22. Awards / Prizes / Honors / Recognitions

1. Nil

2.

3.

23. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

a) Sanga Illakiyam



[Signature]
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Principal
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Vellanoor Post, Avadi, Chennai-600062.

NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade

ACADEMIC YEAR 2023-2024

1. Name (in Block Letters) : M.RANI
2. Father's Name (in Block Letters) :K.P.MANI
3. Mother's Name (in Block Letters) : M.KAMATCHI
4. Date of Birth and age : 29.02.1980 & 43
5. Gender : Male / Female : Female
6. Nationality :Indian
7. Category (General / BC/ MBC/DNC/SC/ST) : MBC
8. Current Designation : Head of the Department
9. Address for Correspondence : No.21 First Main Road ,J.B.Estate,Avadi-600 054.
(with PIN Code)
10. Permanent Address (with PIN code) : No.21 First Main Road ,J.B.Estate,Avadi-600 054.
11. Mobile number : 9941051929
12. E-mail ID : rani@ncas.in
13. Adhar Card No.: 213328766013
14. PAN number :CFMPR8083P
15. VIDWAN ID: 527568
16. Academic Qualifications:

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
BA	University of Madras	2000	63	First
MA	University of Madras	2002	80.3	Distinction
MA	AnnaMalai University	2019	67.3	First
B.Ed	Stella Matituna	2003	69.4	First

B. Academic Qualifications : Research Degrees

Degree	Title of Dissertation/ Thesis	Date of Award	Name of the University
M. Phil.	Kalathai venddru nirkum pillai tamil noolgal	Oct-2010	University of Madras
Ph.D./D. Phil.	Sanga ilakiyathil kan kuritha pathivugal	May - 2018	University of Madras



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D.Sc./D.Litt.			
Others	NET	DEC - 2010	UGC

17. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving
-	-	-	-	-	-

18. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	
Head of the Department	Language	15.6.2015	12.8.2024	300000

19. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

Teaching and / or Research Experience	Period		Total Experience (in years)
I. Level of Classes	From	To	
PG Classes	Nil	Nil	Nil
UG Classes	15.6.2015	12.8.2024	9 years 2months
Total (I)			
II. Research Experience	From	To	
-	-	-	-
Total (II)			
Total (I + II)			-

20. Research Publications



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(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total
1	-	-	1

(b) List of the best publications published in the last years to be considered for assessment:

S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI
1	Sanga ilakiyathil moongilil knnu	Puthiya Avaiyam	June - 2023	ISSN 2456-821x	5		

21. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
International	1		1
National			
State			
Total			

22. Awards / Prizes / Honors / Recognitions

1. Semozhi aaivu sudur Award

2.

3.

23. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

- a) Sanga ilakkiyam
b) Bakthi ilakkiyam




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PART – B

C. Academic / Research Score* (As per UGC Regulations 2018, Appendix II, and Table 2: Methodology for University and College Teachers for calculating Academic / Research Score.)

1. Research Papers in Peer – Reviewed or UGC listed Journals during the assessment period

End. No.					
Scrutiny Committee / IQAC verified					
Claimed Score					
Peer Reviewed					
Sr.No.in UGC					
Type of Authorship (First author / corresponding author / co-					
Number of authors					
Impact Factor /					
ISBN /ISBN					
Vol. No. pp. & Year					
Name of the Journal					
Title of the Research paper					
S.No.					

Signature: Rain



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NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade

ACADEMIC YEAR 2023-2024

1. Name (in Block Letters) : GOPAL E
2. Father's Name (in Block Letters) : ERUSAPPAN U
3. Mother's Name (in Block Letters) : PUSHPA E
4. Date of Birth and age : 15/01/1994
5. Gender : Male
6. Nationality : INDIAN
7. Category (General / BC/ MBC/DNC/SC/ST) : SCHEDULE CAST
8. Current Designation : ASSISTANT PROFESSOR
9. Address for Correspondence :556\5 SELVA VINAYAKAR KOIL STREET,MOGAPPAIR
WEST- 600037
(with PIN Code)
10. Permanent Address (with PIN code) :9, METTU STREET, PATHIRAPULIYUR,
VILLUPARAM- 604304
11. Mobile number : 8056545075
12. E-mail ID :gopurasenthamizh94@gmail.com
13. Adhar Card No.:
14. PAN number : 598406631554
15. VIDWAN ID:
16. Academic Qualifications:

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
UG	MADRAS UNIVERSITY	2014	69%	Second class
PG	MADRAS UNIVERSITY	2016	73%	First class
M.Phil	International institute of Tamil studies	2017	85%	First class with distinction

B. Academic Qualifications : Research Degrees

Degree	Title of Dissertation/ Thesis	Date of Award	Name of the
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Post, Avadi, Chennai-600062.

			University
M. Phil.	International institute of Tamil studies	85%	Tamil University, thanjavur
Ph.D./D. Phil.	nil	-	-
D.Sc./D.Litt.	-	-	-
Others	-	-	-

17. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving
M.A.,M.Phil	Mar Gregorios	July -2019	August - 2024	18,000	Lack of work load

18. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	
Assistant Professor	Tamil	2021	Till now	

19. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

Teaching and / or Research Experience	Period		Total Experience (in years)
I. Level of Classes	From	To	
PG Classes			
UG Classes	2019	Till now	05 years
Total (I) 5 years			
II. Research	From	To	



[Signature]
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Experience			
M.Phil.	2016	2017	1 year
Ph.D.	-	-	-
Total (II)			1 year
Total (I + II)			6 years

20. Research Publications

(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total
NIL	NIL	NIL	

(b) List of the best publications published in the last years to be considered for assessment:

S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI
	NIL	NIL					

21. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
International	NIL	NIL	
National			
State			
Total			

22. Awards / Prizes / Honors / Recognitions

1.

2.

3.

23. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

a)

b)




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NAZARETH COLLEGE OF ARTS AND SCIENCE

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ACADEMIC YEAR 2023-2024

1. Name (in Block Letters) : Dr. V.Emayaraja
2. Father's Name (in Block Letters) : M.Vincent
3. Mother's Name (in Block Letters) : V.Mary
4. Date of Birth and age : 27/09/1976
5. Gender : Male
6. Nationality : INDIAN
7. Category (General / BC/ MBC/DNC/SC/ST) : BC
8. Current Designation : Assistant Professor
9. Address for Correspondence : Nazareth college, Kovil pathagai main road, avadi, chennai-62.
(with PIN Code)
10. Permanent Address (with PIN code) : No.30, Ambekhar teachers colony, Ambattur, Chennai-53.
11. Mobile number : 9841205606
12. E-mail ID : Emayaraja@ncas.in
13. Adhar Card No.: 526887580193
14. PAN number : ABJPE1694E
15. VIDWAN ID: --
16. Academic Qualifications:

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
B.A	University of Madras	1997	56%	II
M.A	University of Madras	1999	65%	I
M.Phil	University of Madras	2001	53%	II
P.hD	University of Madras	2015	H/C	I

B. Academic Qualifications : Research Degrees

Degree	Title of Dissertation/ Thesis	Date of Award	Name of the University
M. Phil.	Agayathamalai Noval	Aug-2001	University of



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			Madras
Ph.D./D.	Tamil Illakiyangalil Maruthuva Sinthanai	Aug-2015	University of Madras
D.Sc./D.Litt.	Nil	Nil	Nil
Others			

17. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving
Assistant professor	VEMAYARAJA	2010	Still date		

18. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	
nil	nil	nil	nil	nil

19. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

Teaching and / or Research Experience	Period		Total Experience (in years)
I. Level of Classes	From	To	
PG Classes			
UG Classes	2010	2024	14
Total (I)			
II. Research Experience	From	To	
M.Phil.	Nil		
Ph.D.	Nil		
Total (II)			



[Signature]
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Total (I + II)

20. Research Publications

(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total
1	-	-	1

(b) List of the best publications published in the last years to be considered for assessment:

S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI
1	Tamil Vilakka Urai	Tholkappiyan Unarthum Vazhvial Nerigal		855	5		
2		Sangaelakkiyathil Maruthuvam		7550	5		

21. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
International	1	1	1
Total			

22. Awards / Prizes / Honors / Recognitions

1. -

2. -

3. -

23. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

a) -

b) -

PART - B



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C. Academic / Research Score* (As per UGC Regulations 2018, Appendix II, and Table 2: Methodology for University and College Teachers for calculating Academic / Research Score.)

1. Research Papers in Peer – Reviewed or UGC listed Journals during the assessment period

[illegible]

Signature: *Emayjane*




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NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade

ACADEMIC YEAR 2023-2024

1. Name (in Block Letters) :Dr.S.SUDHA
2. Father's Name (in Block Letters) :V.SUDALAIMUTHU
3. Mother's Name (in Block Letters) :S.SURIYAKALA
4. Date of Birth and age :07-03-1982
5. Gender : Female
6. Nationality : Indian
7. Category (General / BC/ MBC/DNC/SC/ST) : BC
8. Current Designation : Assistant Professor
9. Address for Correspondence :No.301, B -Block, Happinest Apartment,
Paruthipattu, Avadi-72
10. Permanent Address (with PIN code) : No.3, Kodukkampatti(Post),
Mellur(TK), Madurai-625108
11. Mobile number : 9080276160
12. E-mail ID : sudhatamil@ncas.in
13. Adhar Card No.: 5561 8906 9026
14. PAN number : BZGPS5687F
15. VIDWAN ID: 527682
16. Academic Qualifications:

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
B.Lit	Tamil/Annamalai University	2003	58	II
M.A	Tamil/University of Madras	2016	60	II
M.Phil	Tamil/University of Madras	Aug-2014	78	I Distinction
Ph,D	Tamil/University of Madras	05-Apr-2021		I



[Signature]
Principal

Nazareth College of Arts & Science
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Vellanoor Post, Avadi, Chennai-600062.

B. Academic Qualifications : Research Degrees

Degree	Title of Dissertation/ Thesis	Date of Award	Name of the University
M. Phil.	Ekkale Ara Elakkiyathil Kalvi Batriya Sinthanaikal	Aug-2014	Madras University
Ph.D.	Sanka Elakkiyathil Makalir Mempaadu Sinthanaikal	05-Apr-2021	Madras University
D.Sc./D.Litt.	Nill	Nill	Nill
Others	PGDCA TPT NET SET	April-2010 May-2013 Dec-2015 Sep-2017	TCPS Tamil University UGC Mother Teresa Women's University, Tamilnadu

17. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving
B.lit, M.A, M.phil, NET, SET	St.Annes	2018	2019	12000	Long Distance

18. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	
Assistant Professor	Language	2019	2024	




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19. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

Teaching and / or Research Experience	Period		Total Experience (in years)
I. Level of Classes	From	To	
PG Classes			
UG Classes	2019	2024	6
Total (I)			
II. Research Experience	From	To	
M.Phil.			
Ph.D.			
Total (II)			
Total (I + II)			

20. Research Publications

(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total
01	Nil	Nil	01

(b) List of the best publications published in the last years to be considered for assessment:

S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI
1	Sanka Elakkiyathil Makalir	PUTHIYA AVAIYAM	01	ISSN 2456-821X	5		

21. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
International	Nil	Nil	Nil
National			
State			
Total			



[Signature]
Principal

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22. Awards / Prizes / Honors / Recognitions

1.Best Tamil Professor

2.

3.

23. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

a)

b)

PART – B

C. Academic / Research Score* (As per UGC Regulations 2018, Appendix II, and Table 2: Methodology for University and College Teachers for calculating Academic / Research Score.)

1. Research Papers in Peer – Reviewed or UGC listed Journals during the assessment period

[illegible]

Signature: Sudhansu




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Nazareth College of Arts & Science
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NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade

ACADEMIC YEAR 2023-2024

1. Name (in Block Letters) : Dr.M.THYAGARAJ
2. Father's Name (in Block Letters) : T.V.MUNIKRISHNAN
3. Mother's Name (in Block Letters) : M.SARASWATHIAMMAM
4. Date of Birth and age : 15-12-1972 and (51 Years)
5. Gender : Male / Female : Male
6. Nationality : INDIAN
7. Category (General / BC/ MBC/DNC/SC/ST) :SC
8. Current Designation : HEAD, Department of Computer Applications
Address for Correspondence (with PIN Code) : Plot No.126, POONGA STREET,
POOMPUZHIL NAGAR, AVADI, CHENNAI - 600062
9. Permanent Address (with PIN code) : Plot No.126, POONGA STREET, POOMPUZHIL
NAGAR, AVADI, CHENNAI - 600062
10. Mobile number : 9444741261
11. E-mail ID : thiyagaraj@ncas.in
12. Adhar Card No.: 8631 0637 8255
13. PAN number : AMPPT4593G
14. VIDWAN ID: 527580
15. Academic Qualifications:

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
BCOM	Dr.B.R.AMBEDKAR UNIVERSITY	1998	40	THIRD
MCA	UNIVERSITY OF MADRAS	2006	72	FIRST

B. Academic Qualifications : Research Degrees

Degree	Title of Dissertation/ Thesis	Date of Award	Name of the University
M. Phil.	An Effective Multimedia Player Design With Advanced QoS	Jan 2009	Vinaya Mission University



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	Control		
Ph.D./D. Phil.	Proficient Heart Diseases Prediction System with Aid of Artificial Intelligence and Optimization Techniques	March 2020	Vels Institute Of Science, Technology And Advanced Studies (Vistas)
D.Sc./D.Litt.	-		
Others	-		

16. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving
-	-	-	-	-	-

17. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	
Assistant Professor	Computer Applications	2007	2012	7500
Head	Computer Applications	2013	Till date	36200

18. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

Teaching and / or Research Experience	Period		Total Experience (in years)
I. Level of Classes	From	To	
PG Classes	2009	Till date	15
UG Classes	2007	Till date	17
Total (I)			
II. Research Experience	From	To	
M.Phil.	2011	2013	2
Ph.D.			
Total (II)			
Total (I + II)			17



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19. Research Publications

(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total
8	-	-	8

(b) List of the best publications published in the last years to be considered for assessment:

S. N o.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/ HI	DOI
1	Internet of Things Heart Disease Detection with Machine Learning and EfficientNet-B0	Micro-Electronics and Telecommunication Engineering	894	2	457 - 468	.2	https://doi.org/10.1007/978-981-99-9562-2_38

20. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
International	6	2	8
National	-	-	-
State	-	-	-
Total	6	2	8

21. Awards / Prizes / Honors / Recognitions

1. Journal Paper Reviewer

2.

3.



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22. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

- Data Mining
- Artificial Intelligence

PART – B

C. Academic / Research Score* (As per UGC Regulations 2018, Appendix II, and Table 2: Methodology for University and College Teachers for calculating Academic / Research Score.)

1. Research Papers in Peer – Reviewed or UGC listed Journals during the assessment period

[illegible]

Signature: D. T. Thyagaraj




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NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade

ACADEMIC YEAR 2023-2024

1. Name (in Block Letters) :Ms.Kaviyarasi R
2. Father's Name (in Block Letters) :Mr.Ramalingam D
3. Mother's Name (in Block Letters) :Ms.Rani R
4. Date of Birth and age :18/07/1980 and 43
5. Gender : Male / Female Female
6. Nationality :Indian
7. Category (General / BC/ MBC/DNC/SC/ST) :BC
8. Current Designation :Assistant Professor
9. Address for Correspondence (with PIN Code): B2, S2, B Block, G.V.Manosarovar Apartments, West Mada Street, Thirumullaivoyal, Chennai 600062.
10. Permanent Address (with PIN code) : :B2, S2, B Block, G.V.Manosarovar Apartments, West Mada Street, Thirumullaivoyal, Chennai 600062.
11. Mobile number :9789801872
12. E-mail ID :kaviarasi@ncas.in
13. Adhar Card No.:783983946482
14. PAN number :DITPK2879H
15. VIDWAN ID: 527483
16. Academic Qualifications:

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
M.B.A(ISM)	Bharathiar University, Coimbatore.	2014	74%	First
M.C.A	Bharathiar University, Coimbatore.	2014	70%	First
M.Sc CS	Hindu College of Arts and Science,University of Madras.	2004	79%	First
BCA	Hindu College of Arts and Science,University of Madras.	2002	79.5%	First
Higher	Immaculate Heart of Marys Girls Higher Secondary School	1998	74%	First



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Secondary				
S.S.L.C	Jawahar Matriculation School (Thirumullaivoyal, Chennai)	1996	80%	First

B. Academic Qualifications : Research Degrees

Degree	Title of Dissertation/ Thesis	Date of Award	Name of the University
M. Phil.	Speech Recognition	2006	Annamalai University, Chidambaram.
Ph.D./D. Phil.			
D.Sc./D.Litt			
Others			

17. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving
Assistant Professor	Department of Computer Science and Applications, Dr. M.G.R Chock lingam Arts College, Arani	June 2010	June 2012	12000	Came to Chennai
Computer Faculty	NIIT, Chennai	June 2006	June 2010	2000	Join Job in College
Computer Faculty	Apollo Computer Education Chennai	June 2006	June 2010	3000	Join Job in College
Computer Faculty	CSC Computer Education, Chennai	June 2006	June 2010	5000	Join Job in College
Computer	Venkateswara	June 2004	April 2006	4000	Join Job in



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r Science Teacher	Matriculation Higher Secondary School, Chennai				College
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18. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	
Paper Evaluator	Women's Christian College, Chennai	March 2024	Till Date	
Question Paper Setter	Women's Christian College, Chennai	January 2024	Till Date	
Dean of Student Affairs	Nazareth College of Arts and Science, Avadi, Chennai 600062	July 2023	Till Date	
Question Paper Setter	Dr. N.G.P Arts and Science Collegem Coimbatore-641048	June 2022	Till Date	
Question Paper Setter	Karpagam Academy of Higher Education, Coimbatore	June 2022	Till Date	
Dean of Examinations	Nazareth College of Arts and Science, Avadi, Chennai 600062	June 2021	June 2023	
Assistant Professor	Department of Computer Science and Applications, Nazareth College of Arts and Science, Avadi, Chennai 600062	June 2012	Till Date	25000
Project Guide	Alagappa University	June 2006	Till Date	
Guest Lecturer	Alagappa University	June 2006	Till Date	
Lecturer	Department of Computer Science and Applications, Nazareth College of Arts and Science, Avadi, Chennai	June 2006	April 2010	4500



[Signature]
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	i			
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19. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

Teaching and / or Research Experience	Period		Total Experience (in years)
I. Level of Classes	From	To	
PG Classes	2010	2020	10 Years
UG Classes	2006	Till date	18 Years
Total (I)			18 Years
II. Research Experience	From	To	
M.Phil.	2004	2006	2 Years
Ph.D.			
Total (II)			2 Years
Total (I + II)			20 Years

20. Research Publications

(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total
-	-	1	1

(b) List of the best publications published in the last years to be considered for assessment:

S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI
-	-	-	-	-	-	-	-

21. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
International	387	-	387



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National	8	-	8
State	45	-	45
Total	440	-	440

22. Awards / Prizes / Honors / Recognitions

1. Certificate of Global Influencer During Pandemic
2. Certificate of Active Knowledge Seeker
3. Certificate of IGP Campus Ambassador
4. Certificate of Achievement IGP knowledge seeking campaign 2022
5. Certificate of Achievement IGP knowledge seeking campaign 2020
6. Certificate of Participation webinar series 9 (21st Century Tools in Teaching Mathematics)
7. Certificate of IGP Corporate Ambassador
8. Certificate of Global Professional Membership
9. Certificate of Participation webinar series 8 (Art in Teaching (Special Program in the Arts)
10. Certificate of Participation webinar series 7 (Research: A Comprehensive Approach)
11. Certificate of Participation webinar series 6 (Trends & Innovation in Mathematics Education)
12. Certificate of Participation webinar series 5 (Upskilling Organizational Leadership and Managerial Skills)
13. Certificate of Participation webinar series 4 (The New Trends in Education)
14. Certificate of Participation webinar series 3 (Digital Classroom Engagement Tools)
15. Certificate of Participation webinar series 2 (Teaching English as a foreign language & assessment)
16. Certificate of Participation webinar series 1 (Authentic Assessment in teaching & learning)
17. Certificate of Achievement IGP knowledge seeking campaign 2021
18. Certificate of Social Activist During Pandemic

23. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

- a) E-Waste Management
- b) Data Mining

PART – B

C. Academic / Research Score* (As per UGC Regulations 2018, Appendix II, and Table 2: Methodology for University and College Teachers for calculating Academic / Research Score.)

1. Research Papers in Peer – Reviewed or UGC listed Journals during the assessment period



[Signature]
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NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade

ACADEMIC YEAR 2023-2024

1. Name (in Block Letters) : SHARMILA. R
2. Father's Name (in Block Letters) : RAJENDRAN. L
3. Mother's Name (in Block Letters) : GOWRI.R
4. Date of Birth and age : 01.01.1994
5. Gender : Female
6. Nationality : INDIAN
7. Category (General / BC/ MBC/DNC/SC/ST) : BC
8. Current Designation : HEAD OF THE DEPARTMENT
9. Address for Correspondence : NO 54 A, Shri Ramsamaj Nagar, Second Main Road, New Vellanur,Avadi
600054
10. Permanent Address (with PIN code) : same as above
11. Mobile number : 9566493867
12. E-mail ID : drsharmila@ncas.in
13. Adhar Card No.: 7902 1206 8332
14. PAN number : EBYPS3679N
15. VIDWAN ID: 527486
16. Academic Qualifications:

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
M.Com	MADRAS UNIVERSITY	2016	76%	FIRST CLASS WITH DISTINCTION
B.Com	MADRAS UNIVERSITY	2014	73.3%	FIRST CLASS WITH DISTINCTION

B. Academic Qualifications : Research Degrees

Degree	Title of Dissertation/ Thesis	Date of Award	Name of the University
Ph.D	SOCIAL MEDIA MARKETING – BUSINESS GROWTH AND ITS IMPACT	2020	VELS UNIVERSITY



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	ON CUSTOMER ENGAGEMENT		
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17. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving
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18. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	
ASSISTANT PROFESSOR	DEPARTMENT OF CORPORATE SECRETARYSHIP	2023	2024	30,000/ Per Month

19. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

Teaching and / or Research Experience	Period		Total Experience (in years)
I. Level of Classes	From	To	
PG Classes	--	---	--
UG Classes	--	--	--
Total (I)			
II. Research Experience	From	To	
M.Phil.	--	--	--
Ph.D.	--	--	
Total (II)			--
Total (I + II)			--

20. Research Publications

(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total
8	3	--	11

(b)List of the best publications published in the last years to be considered for assessment:

S. N o.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/ HI	DOI
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[Signature]
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1	The Role of Conversational Chatbots: Enhancing Customer Engagement in Social Media Marketing	Journal of Management (UGC)	Volume 14,	ISSN 2249-9040,	7	January-June 2024).
2	The study on converting consumers into brand evangelists in Instagram through micro influencers (SCOPUS INDEXED)	Journal of Philanthropy and Marketing	4(1),	E-ISSN: 2691-1361		https://journalofphilanthropyandmarketing.org
3	The study of measuring impact of Instagram marketing on impulse buying behaviour	International Journal of Cultural Studies and Social Sciences	20(1) 1-1	ISSN 2347-4777.		

21. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
International	2	2	2



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National	1	1	1
State	-	-	-
Total	-	--	3

22. Awards / Prizes / Honors / Recognitions

1. Honoured with the prestigious Feminine Star Award 2024 in Lions club of Chennai kalam.

23. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

a) Marketing

PART – B

C. Academic / Research Score* (As per UGC Regulations 2018, Appendix II, and Table 2: Methodology for University and College Teachers for calculating Academic / Research Score.)

1. Research Papers in Peer – Reviewed or UGC listed Journals during the assessment period

S.No.	Title of the Research paper	Name of the Journal	Vol. No. pp. & Year	ISBN /ISSN	Impact Factor / HI	Number of	Type of Authorship (	Peer Reviewed Sr. No. in UGC Listed Journals	Scrutiny Committee /	End. No.
1	The study of measuring impact of Instagram marketing on impulse buying behaviour.	International Journal of Cultural Studies and Social Sciences	20(1),Jan – June 2024	ISSN 2347-4777.	7.138	1	FIRST AUTHOR	NO.61	Double blind, peer reviewed	

(sharmila)

Signature:



[Signature]
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NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade

ACADEMIC YEAR 2023-2024

1. Name (in Block Letters) : ABIRAMI S
2. Father's Name (in Block Letters) : V SIVASUBRAMANIAN
3. Mother's Name (in Block Letters) : S DEVAKI
4. Date of Birth and age : 25.01.1972 52 YRS
5. Gender : Male / Female FEMALE
6. Nationality :INDIAN
7. Category (General / BC/ MBC/DNC/SC/ST) : BC
8. Current Designation :ASSISTANT PROFESSOR
9. Address for Correspondence : PLOT NO 6, PONNUSAMY ST, THIRUMULAIVOIL
SALAI, ASHOK NAGAR, CHENNAI 600 062
(with PIN Code)
10. Permanent Address (with PIN code) : PLOT NO 6, PONNUSAMY ST,
THIRUMULAIVOIL SALAI, ASHOK NAGAR, CHENNAI 600 062
11. Mobile number : 9790824717
12. E-mail ID :abirami@ncas.in
13. Adhar Card No.:9876 5710 0815
14. PAN number :APNPA3767J
15. VIDWAN ID:abirami@ncas.in
16. Academic Qualifications:

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
B.Sc Comp. Sci	University of Madras	1992	78.5	Distinction
MCA	Mother Teresa Women's University	1995	78.7	Distinction

B. Academic Qualifications : Research Degrees

Degree	Title of Dissertation/ Thesis	Date of Award	Name of the
--------	-------------------------------	---------------	-------------



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Vellanoor Post, Avadi, Chennai-600062.

			University
M. Phil.	Web Text Mining Approach on SOM automated Hypertext Construction	07.04.2008	Algappa University
Ph.D./D. Phil.			
D.Sc./D.Litt.			
Others			

17. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving
Asst Professor Dept of Computer Science	Jaya College of Arts & Science, Thiruninravur	08.07.1996	16.07.2022	37,500/=	Health issue

18. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	
Asst Professor	Computer Science	01.08.2022	Till date	35,500/=

19. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

Teaching and / or Research Experience	Period	Total Experience (in years)
---------------------------------------	--------	-----------------------------




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I. Level of Classes	From	To	
PG Classes	2000	Till date	24
UG Classes	1996	Till date	28
Total (I)			
II. Research Experience	From	To	
M.Phil.			
Ph.D.			
Total (II)			
Total (I + II)			

20. Research Publications

(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total

(b) List of the best publications published in the last years to be considered for assessment:

S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI
1	A Handbook on Graphics & Visualization						

21. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
International			
National			
State			
Total			

22. Awards / Prizes / Honors / Recognitions

1.



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2.

3.

23. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

a)

b)

PART – B

C. Academic / Research Score* (As per UGC Regulations 2018, Appendix II, and Table 2: Methodology for University and College Teachers for calculating Academic / Research Score.)

1. Research Papers in Peer – Reviewed or UGC listed Journals during the assessment period

S.No.	Title of the Research paper	Name of the Journal	Vol. No. pp. & Year	ISBN /ISBN	Impact Factor / HI	Number of authors	Authorship (First, Joint, Co-authorship)	Type of Peer Reviewed	Peer Reviewed	Claimed Score	Scrutiny
1	Reviewing Intelligent File Management: A Comprehensive Analysis of Content-Based Document Search and Folder Organization Using Natural Language Processing	Journal of Nonlinear Analysis and Optimization Theory and Applications	2023,14, 4	1906-9685	7.62	2	First				



[Signature]
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NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade

ACADEMIC YEAR 2023-2024

1. Name (in Block Letters) : K.PARANI PRIYA
2. Father's Name (in Block Letters) : KANAGARAJAN.K
3. Mother's Name (in Block Letters) : VIJAYALAKSHMI.K
4. Date of Birth and age : 10/04/1986 and 38
5. Gender : Female
6. Nationality : Indian
7. Category (General / BC/ MBC/DNC/SC/ST) : MBC
8. Current Designation : Assistant Professor
9. Address for Correspondence : No:3,A5,Hemasathan Apartment,19th cross street,3rd Main Road,Lenin Nagar,Ambattur,Chennai 600053.
(with PIN Code)
10. Permanent Address (with PIN code) : No:3, 19th Cross St,Lenin Nagar,Ambatt,Chennai-53
11. Mobile number : 9003268041
12. E-mail ID : paranipriyasenthil@gmail.com
13. Adhar Card No : 405066607639
14. PAN number : BRCPP5063N
15. VIDWAN ID: -
16. Academic Qualifications:

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
Bsc. Computer Science	Bharathidasan University	2006	73%	First Class
Msc. Computer Science	Bharathidasan University	2008	83%	First Class with Distinction



[Signature]
Principal
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B. Academic Qualifications : Research Degrees

Degree	Title of Dissertation/ Thesis	Date of Award	Name of the University
M. Phil.	Data mining Models	14 july	Tamil University
Ph.D./D. Phil.	-	-	-
D.Sc./D.Litt.	-	-	-
Others	-	-	-

17. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving
Msc. Computer Science	Gurunanak Matriculation HR, SEC, School	03/06/2011	20/04/2012	10,000	Maternity
Msc. Computer Science	Nivedha Matriculation HR, SEC, School	10/07/2010	28/12/2010	6000	Marriage

18. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	
Assistant Professor	Bsc CS	28/08/2023	Till Date	23000

19. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)



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Teaching and / or Research Experience	Period		Total Experience (in years)
I. Level of Classes	From	To	
PG Classes			
UG Classes	03/08/2021	Till Date	3 YEAR
Total (I)			
II. Research Experience	From	To	
M.Phil.			
Ph.D.			
Total (II)			
Total (I + II)			1 YEAR

20. Research Publications

(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total
NIL	NIL	NIL	NIL

(b) List of the best publications published in the last years to be considered for assessment:

S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI
NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL

21. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
International	One Week Online International FDP	One Week Online International FDP	1
National	Online workshop on Writing Proposal for Funded Project	Online workshop on Writing Proposal for Funded Project	1
State	Online workshop on Writing Proposal for Funded Project	Online workshop on Writing Proposal for Funded Project	1
Total	3	3	3



[Signature]
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22. Awards / Prizes / Honors / Recognitions

1.GOLD MEDAL IN POST GRADUATION

23. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

a)

b)

PART – B

C. Academic / Research Score* (As per UGC Regulations 2018, Appendix II, and Table 2: Methodology for University and College Teachers for calculating Academic / Research Score.)

1. Research Papers in Peer – Reviewed or UGC listed Journals during the assessment period

End. No.	Scrutiny Committee / IQAC verified Score	Peer Reviewed St. No. in UGC listed journals	Authorship (First author / corresponding author / co-author)	Number of authors	Impact Factor / HI	ISBN / ISBN	Vol. No. pp. & Year	Name of the Journal	Title of the Research paper	S.No.
NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL

Signature:




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NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade

ACADEMIC YEAR 2023-2024

1. Name (in Block Letters) : Dr.K.SURESH
2. Father's Name (in Block Letters) : K.KESAVAN
3. Mother's Name (in Block Letters) :K.RANI
4. Date of Birth and age: 11.06.1990 AND AGE: 33
5. Gender: Male
6. Nationality: Indian
7. Category (General / BC/ MBC/DNC/SC/ST) : SC
8. Current Designation: Head In-Charge, Department of Visual Communication
9. Address for Correspondence: No.18/36, 27th Sagayamadha Street, GKM Colony, Agaram, Chennai-600082
10. Permanent Address (with PIN code) : No.48/1, Murthi Street, Agaram, Chennai-600082
11. Mobile number : 9003091162
12. E-mail ID :sureshvc@ncas.in
13. Adhar Card No.:712763712805
14. PAN number : ETHPS4883M
15. VIDWAN ID:527517
16. Academic Qualifications:

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
M.J.Online Media	University of Madaras	2015	62.84	First
Bsc.Mathematics	University of Madaras	2011	56.43	Second



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 Vellanoor Post, Avadi, Chennai-600062.

B. Academic Qualifications: Research Degrees

Degree	Title of Dissertation/ Thesis	Date of Award	Name of the University
M. Phil.	Chennai Press Club From a zizek Perspective	2016	University of Madras
Ph.D./D. Phil.	Cultural Elements and News Dialectics of the tamil monthly 'Sarvadesa vaanoli': A Textual Analysis	2024	University of Madras
D.Sc./D.Litt.	-	-	-
Others	-	-	-

17. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving
-	-	-	-	-	-

18. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	
Assistant Professor	Visual Communication	June 2023	May 2024	27000

19. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

Teaching and / or Research Experience	Period		Total Experience (in years)
I. Level of Classes	From	To	
PG Classes	June 2022	March 2023	One Yr
UG Classes	June 2023	Till Date	One yr
Total (I)			Two Yr
II. Research Experience	From	To	
M.Phil.	June 2015	April 2016	One Yr
Ph.D.	August 2018	Feb 2024	Five Yr
Total (II)			Six Yr
Total (I + II)			Eight Yr

20. Research Publications

(a) Number of Publications



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International Level Journals	National Level Journals	State Level Journals	Total
1	1		2

(b) List of the best publications published in the last years to be considered for assessment:

S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI
-	-	-	-	-	-	-	-
2.							

21. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
International	1	1	2
National			
State			
Total			

22. Awards / Prizes / Honors / Recognitions

1.100% Result in Communication Culture and Society

23. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

a) Cultural Studies

b)

PART – B



[Signature]
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C. Academic / Research Score* (As per UGC Regulations 2018, Appendix II, and Table 2: Methodology for University and College Teachers for calculating Academic / Research Score.)

1. Research Papers in Peer – Reviewed or UGC listed Journals during the assessment period

End. No.	Scrutiny Committee / IOAC verified	Claimed Score	Peer Reviewed Sr. No. in UGC Listed Journals	Type of Authorship (	Number of authors	Impact Factor / HI	ISBN /ISBN	Vol. No. pp. & Year	Name of the Journal	Title of the Research paper	S.No.
				First	1	7.28	0970-7603	43 & 2024	Bharatiya Shiksha Shodh Patrika	Artificial Intelligence Structuring Contemporary Cultural Values in Human Creativity	1.

Suresh.
Signature:



[Signature]
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NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade

ACADEMIC YEAR 2023-2024

1. Name (in Block Letters) : S.SUBRAMANIAN
2. Father's Name (in Block Letters) : K.SABESAN
3. Mother's Name (in Block Letters) : S.KARPAGAM
4. Date of Birth and age : 08/05/1996 & 28
5. Gender : Male
6. Nationality : INDIAN
7. Category (General / BC/ MBC/DNC/SC/ST) : OC
8. Current Designation : ASSISTANT PROFESSOR
9. Address for Correspondence : 337,Duraisamy Naiakan street,MRH Road,
Madhavaram,Chennai-60.
10. Permanent Address (with PIN code) : 337,Duraisamy Naiakan street,MRH Road,
Madhavaram,Chennai-60.
11. Mobile number : 8610044235
12. E-mail ID : subbu8596@gmail.com
13. Adhar Card No.: 5384 7120 7977
14. PAN number : RFCPS4740K
15. VIDWAN ID: 527530
16. Academic Qualifications:

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
B.Sc Visual Coomunication	University of Madras	2018	78%	First Class
M.Sc Visual Communication	University of Madras	2020	84%	First Class



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 Vellanoor Post, Avadi, Chennai-600062.

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B. Academic Qualifications : Research Degrees

Degree	Title of Dissertation/ Thesis	Date of Award	Name of the University
M. Phil.	—	—	—
Ph.D./D. Phil.	—	—	—
D.Sc./D.Litt.	—	—	—
Others	—	—	—

17. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving
—	—	—	—	—	—

18. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	



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Assistant Professor	B.Sc Visual Communication	24/08/2022	Till Now	Rs.19,500

19. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

Teaching and / or Research Experience	Period		Total Experience (in years)
I. Level of Classes	From	To	
PG Classes	—	—	—
UG Classes	24/08/2022	Till Now	2Years
Total (I)			
II. Research Experience	From	To	
M.Phil.	—	—	—
Ph.D.	—	—	—
Total (II)			
Total (I + II)			

20. Research Publications

(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total
—	—	—	—
—	—	—	—
—	—	—	—
—	—	—	—

(b) List of the best publications published in the last years to be considered for assessment:



[Signature]
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Vellanoor Post, Avadi, Chennai-600062.

S . N o.	Title of the Research paper	Name of the Journal	Vol . No. pp. & Year	IS B N / I S B N	I m p a c t F a c t o r / H I	N u m b e r o f a u t h o r s	Type of Authorship (First author / corresponding author / co-author)	P e e r R e v i e w e d S r. N o. i n U G C L i s t e d J o u r n a l s	C l a i m e d S c o r e	Scrutiny Committee / IQA C verified Score	E n d . N o .
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-



Subranigam
Signature:

[Signature]
Principal

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NAZARETH COLLEGE OF ARTS AND SCIENCE

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ACADEMIC YEAR 2023-2024

1. Name (in Block Letters) : M.LATHA
2. Father's Name (in Block Letters) : G.MANI
3. Mother's Name (in Block Letters) : M.MEERA
4. Date of Birth and age : 26.01.1987 & 37
5. Gender : Female
6. Nationality : Indian
7. Category (General / BC/ MBC/DNC/SC/ST) : BC
8. Current Designation : Assistant Professor

Address for Correspondence (with PIN Code) : Plot no: 129,130, Trinity Avenue,
Kovilpathagai, Avadi, Chennai - 600062

Permanent Address (with PIN code) : Plot no: 129,130, Trinity Avenue, Kovilpathagai,
Avadi, Chennai - 600062

9. Mobile number : 8754416623
10. E-mail ID : latha@ncas.in
11. Adhar Card No : 679150906845
12. PAN number : AJYPL6567E
13. VIDWAN ID:527553
14. Academic Qualifications:

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
BBA	Madras University	2007	69 %	First Class
MBA	Madras University	2009	68.4 %	First Class
M.Phil	St.Peter's University	2013	76.3 %	Distinction
Ph.D	St.Peter's University	Pursuing	-	-



[Signature]
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Kovilpathagai Post, Avadi, Chennai-600062.

B. Academic Qualifications : Research Degrees

Degree	Title of Dissertation/ Thesis	Date of Award	Name of the University
M. Phil.	A Study on Corporate Social Responsibility in Manufacturing Company with reference to Chennai	2014	St.Peter's University
Ph.D./D. Phil.	A Study on Green Human Resource Management Practices Impact on Employee Green Behavior Through Employee Engagement with Reference to IT Sector	Pursuing	St.Peter's University
D.Sc./D.Litt.	-	-	-
Others	-	-	-

15. Position(s) held prior to joining this institution, if any :

Degree	Name of the Employer	Date of Joining	Date of Leaving	Gross Salary with AGP / Scale of Pay / Total Pay	Reason for Leaving
MBA., M.Phil	Assistant Professor	05.12.2018	10.04.2022	Rs.17500	Migrating to other place

16. Posts held after Appointment at the Institution

Designation	Department / School	Period		Pay Scale / Academic Grade Pay / Total Pay
		From	To	
Assistant Professor	Department of Business Administration	18.04.2022	Till now	Rs. 20,000

17. Period of Teaching and / or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

Teaching and / or Research Experience	Period		Total Experience (in years)
I. Level of Classes	From	To	
PG Classes	-	-	
UG Classes	03.12.2018	Till now	5 Years
Total (I)			
II. Research Experience	From	To	
M.Phil.	01.06.2012	01.05.2013	1 Year



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Ph.D.	01.06.2021	Till Now	3 Years
Total (II)			4 Years
Total (I + II)			9 years

18. Research Publications

(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total
3	-	-	3

(b) List of the best publications published in the last years to be considered for assessment:

S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI
1.	-						

19. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
International	-	6	6
National	1	-	1
State	-	-	-
Total	1	6	7

20. Awards / Prizes / Honors / Recognitions

1. -

2.

3.

21. Fields of Specialization / Areas of Research Interest in the Subject / Discipline

a) Human Resource Management

b) Marketing

PART – B

C. Academic / Research Score* (As per UGC Regulations 2018, Appendix II, and Table 2: Methodology for University and College Teachers for calculating Academic / Research Score.)

1. Research Papers in Peer – Reviewed or UGC listed Journals during the assessment period



[Signature]
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S.No.	Title of the Research paper	Name of the Journal	Vol. No. pp. & Year	ISBN /ISSN	Impact Factor / iii	Number of authors	Type of Authorship (First author / corresponding author / co-author)	Peer Reviewed Sr. No. in UGC	Claimed Score	Scrutiny Committee /	End. No.
1.	The Role of Green HR Practices in driving employee engagement and forecasting green behavior: An empirical study an IT company	SEYBOLD REPORT	Vol. 1.1 8,1 ssu e-6,2 02 3	ISSN : 1533-9211	-	2	M.Latha & Dr.M.Radhakrishnan	-	-	-	-
2	An investigating study on impact of green human resource practices on organizational performance in the IT Industry at Chennai District	Journal of Philanthropy and marketing	Vol. 1.3, Iss ue-1,2 02 3	ISSN: 2691-1361	-	2	M.Latha & Dr.M.Radhakrishnan				
3	Green talent acquisition - A multi dimensional analysis of sustainable recruitment practices and their long-term organizational implications in IT industry	Journal of Philanthropy and marketing	Vol. 1.4, Iss ue-1,2 02 3	ISSN: 2691-1361	-	2	M.Latha & Dr.M.Radhakrishnan				



Latha
Signature:


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NAZARETH COLLEGE OF ARTS AND SCIENCE

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ACADEMIC YEAR 2023-2024

1. Name (in Block Letters) : BHAVANI SINDHUJA S R
2. Father's Name (in Block Letters) : S RANSON
3. Mother's Name (in Block Letters) : R MANORANI
4. Date of Birth and age : 13.06.1990
5. Gender : Female
6. Nationality : Indian
7. Category (General / BC/ MBC/DNC/SC/ST) : SC
8. Current Designation : Assistant Professor of English
9. Address for Correspondence : S2, Grace Green Park, Plot No. 68 & 69, Rathinam St. Mullai Nagar, Kovilpathagai, Avadi, Chennai-600062
(with PIN Code)
10. Permanent Address (with PIN code) : S2, Grace Green Park, Plot No. 68 & 69, Rathinam St. Mullai Nagar, Kovilpathagai, Avadi, Chennai-600062
11. Mobile number : 8939403998
12. E-mail ID : bhavani@ncas.in
13. Adhar Card No.: 525209441491
14. PAN number : CAJPB7189Q
15. VIDWAN ID: 527493
16. Academic Qualifications:

A. Academic Qualifications (other than research degrees)

Degree/ Certificate	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / class/ Grade
X Std	CBSE	2005	60	I Class
XII Std	TN State Board	2007	65	I Class
BA	University of Madras	2010	59.8	II Class
MA	University of Madras	2012	62	I Class

B. Academic Qualifications : Research Degrees



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Experience			
M.Phil.			
Ph.D.			
			Total (II)
			Total (I + II)

20. Research Publications

(a) Number of Publications

International Level Journals	National Level Journals	State Level Journals	Total
-	-	1	1

(b) List of the best publications published in the last years to be considered for assessment:

S. No.	Title of the Article	Name of the Journal	Volume No.	Issue No.	Pages	IF/HI	DOI
1	Magical Realism in Paulo Coelho's The Alchemist	Literary Digest: Contemporary Reflections on English Literature	1	1			Aug 2019

21. Number of Conference / Seminar/ Workshop Attended and Papers Presented

Level	Participated	Participated and Papers Presented	Total
International	5	-	5
National	27	-	27
State	2	1	3
Total			35

22. Awards / Prizes / Honors / Recognitions

1. Certificate of Appreciation for 100 % result

2.

3.




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23. Fields of Specialization / Areas of Research Interest in the Subject / Discipline
- a) Women Studies
 - b) Gender Studies

PART – B

- C. Academic / Research Score* (As per UGC Regulations 2018, Appendix II, and Table 2: Methodology for University and College Teachers for calculating Academic / Research Score.)
1. Research Papers in Peer – Reviewed or UGC listed Journals during the assessment period

[illegible]

Signature: *Pranai Sundhy*




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NAZARETH COLLEGE OF ARTS AND SCIENCE

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MANAGEMENT COUNCIL MEETING

MINUTES OF MEETING

The management council meeting was conducted on 1st March 2024

Following members attended the meeting:

1. Mr. A. N. Henry Maris, The Secretary
2. Dr. E. Mary Angeline, The Principal
3. Dr.Subramaniam, University representative
4. Mr.Selvaraj - Industrialist
5. Ms.E.Mano Ranjitham-Vice Principal, Dean of Academics & Head ,Department of Computer Science
6. Ms. K.Alamelu, Dean of IQAC & Head, Department of Mathematics
7. Dr.M.Thyagaraj, Convener, Dean of Examinations, Head, Department of Computer Applications
8. Ms. R.Kaviyarasi,Dean of Student Affairs & Assistant Professor, Department of Computer Science

Agenda:

1. Welcome Address
2. Reading the Minutes and Action Taken of previous Meeting
3. College Report & Research Report
4. IQAC Report & IIC
5. Academic Report
6. Examination Report
7. Extension Activities Report
8. Approval
9. Vote of Thanks




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Kovilpathagai Main Road, Kumbakonam

Detailed report:

1. The meeting started with welcome address by Dr. M. Thiagaraj, Management Council meeting convener, Dean of Examinations & Head, Department of Computer Applications.
2. He read the action taken report of the previous minutes of meeting.
3. College Report and Research Report was given by Dr. E. Mary Angeline, Chairperson and Principal, NCAS.
4. She explained about
 - New initiatives
 - Various achievements like India Today Ranking, Education world ranking etc
 - Staff Research Details
5. Ms. K. Alamelu, Dean of IQAC presented the IQAC report which includes members of IQAC, events conducted during the academic year 2022-2023 & 2023 -2024, submission details in AY 2023-2024 by IQAC and strategic plan for the upcoming year.
6. She also presented various activities conducted during AY 2022-2023 (Semester –I & Semester –II) & AY 2023-2024 (Semester –I) under IIC.
7. E. Mano Ranjitham, Vice Principal, Dean of Academics & Head, Department of Computer Science presented the academic report. She explained about hybrid learning followed in the college, various platform used for effective teaching and the future plan for the upcoming year.
8. She explained about MYOS connect, its application and major role in conducting various academic activities and placement for the students.
9. Dr. M. Thiagaraj presented the examination report for the academic year 2023-2024. He presented about the orientation classes conducted for both students & staff members.
10. He further explained about the internal and external examination process and gave brief explanation on the examinations conducted during the academic year 2023-2024 and future plan for the upcoming year.
11. Dr.E.Mary Angeline, Chairperson and Principal, NCAS proposed for approval for the following documents.
 1. E waste policy and guidelines
 2. Annual Report 2023-2024
 3. Qualified Staff details for approval.
 4. Green audit report

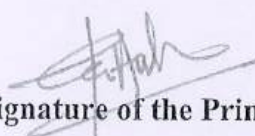


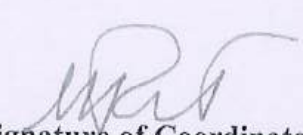

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5. Energy audit report

12. The university representative approved the above mentioned documents.




Signature of the Principal


Signature of Coordinator




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GRIEVANCE BOX AT COLLEGE PREMISES

Students can report their issues offline through the drop box.



Note: Drop box - Available in all floors.

Kovilpathagai Main Road, Kannadapalayam , Avadi, Chennai -62.
Contact Number: 9384080549/9384080203
Email: info@ncas.in, Website : www.ncas.in




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COMPLAINT BOX

The complaint box in our college serves as an invaluable tool for fostering a culture of transparency, accountability, and continuous improvement within the college community.



Note: Complaint box -Available in all floors.

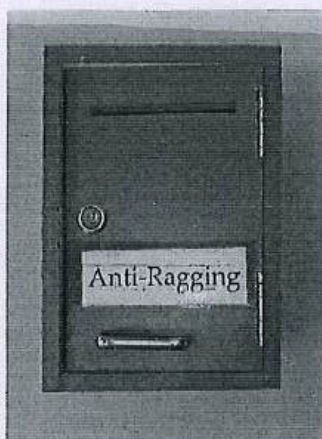
Kovilpathagai Main Road, Kannadapalayam , Avadi, Chennai -62.
Contact Number: 9384080549/9384080203
Email: info@ncas.in, Website : www.ncas.in




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ANTI-RAGGING DROPBOX & POSTER

Institution has established dedicated committees comprising faculty members, administrative staff, and student representatives to address complaints related to ragging and ensure timely intervention and resolution.



Kovilpathagai Main Road, Kannadapalayam, Avadi, Chennai - 62.
 Contact Number: 9384080549/9384080203
 Email: info@ncas.in, Website: www.ncas.in




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