

The Annual Quality Assurance Report (AQAR)

(2017 – 18)



SUBMITTED TO

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, **Bengaluru - 560 072** India



BHAKTAVATSALAM MEMORIAL COLLEGE FOR WOMEN

No. 14, 31st Street, Periyar Nagar, Korattur, Chennai – 80.

Track ID : TNCOGN24847

EC NO. : EC(SC)/23/A&A/23.1

The Annual Quality Assurance Report (AQAR) of the IQAC
(For Affiliated/Constituent Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, July 1, 2017 to June 30, 2018)*

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution BHAKTAVATSALAM MEMORIAL COLLEGE FOR WOMEN

- Name of the Head of the institution : **Dr.C.N.ESWARI**
- Designation: **PRINCIPAL**
- Does the institution function from own campus: **YES**
- Phone no./Alternate phone no.: **044-26872891 / 26872699**
- Mobile no.: **9444076495**
- Registered e-mail: **bmcchennai@yahoo.co.in**
- Alternate e-mail : **bmcprincipal2015@gmail.com**
- Address : **NO 14, 31st STREET, PERIYAR NAGAR, KORATTUR**
- City/Town : **CHENNAI**
- State/UT : **TAMILNADU**
- Pin Code : **600080**

2. Institutional status:

- Affiliated / Constituent: **AFFILIATED**
- Type of Institution: Co-education/Men/Women: **WOMEN**
- Location : Rural/Semi-urban/Urban: **SEMI - URBAN**
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing
(please specify) - **SELF - FINANCING**

- Name of the Affiliating University: **MADRAS UNIVERSITY**
- Name of the IQAC Co-ordinator : **Mrs.R.INDIRA**
- Phone no. : **044-26872891**

Alternate phone no.

- Mobile: **9345912233**
- IQAC e-mail address: **rindira1966@gmail.com**
- Alternate Email address: bmcicac@gmail.com

3. Website address: www.bmc.ac.in

Web-link of the AQAR: (Previous Academic Year): **NA**

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

4. Whether Academic Calendar prepared during the year?

Yes/No....., if yes, whether it is uploaded in the Institutional website: **YES**

Weblink:

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	‘B+’	2.67	MARCH 2017	from: 2017 to: 2022
2 nd				
3 rd				
4 th				
5 th				

6. Date of Establishment of IQAC: DD/MM/YYYY: **19-07-2012**

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
1. FDP ON ETHICAL TEACHING AND LEARNING	19/08/2017 & 3HRS	200
2. ONE DAY WORKSHOP ON QUALITY ENHANCEMENT IN TEACHING AND LEARNING	18/04/2018 & 6HRS	300

Note: Some Quality Assurance initiatives of the institution are:

(Indicative list)

- *Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements*
- *Academic Administrative Audit (AAA) conducted and its follow up action*
- *Participation in NIRF*
- *ISO Certification*
- *NBA etc.*
- *Any other Quality Audit*

8. Provide the list of funds by Central/ State Government-

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
NA	NA	NA	NA	NA
NA	NA	NA	NA	NA
NA	NA	NA	NA	NA

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: YES

**upload latest notification of formation of IQAC*

10. No. of IQAC meetings held during the year: 2

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website.....

Yes/No **YES**

(Please upload, minutes of meetings and action taken report)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? Yes No ✓

If yes, mention the amount: Year:

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

- * **INTERNAL ACADEMIC ADMINISTRATIVE AUDIT**
- * **FEEDBACK ANALYSIS (TWICE A YEAR)**
- * **ORGANISED WORKSHOPS - 3, CONFERENCES - 3**
- * **SPOKEN ENGLISH CLASSES**
- * **REMEDIATION CLASSES ON REGULAR BASIS**

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

Plan of Action	Achievements/Outcomes
1. AAA	PROPER DOCUMENTATION
2. FEEDBACK ANALYSIS	QUALITY INTERNAL (TEACHING & LEARNING)

14. Whether the AQAR was placed before statutory body? Yes /No: **YES**

Name of the statutory body: **GOVERNING COUNCIL** Date of meeting(s):
26.06.2018

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

Yes/No: NO

Date:

16. Whether institutional data submitted to AISHE: Yes/No: **YES**

Year:**2017 - 2018**

Date of Submission:**05/02/2018**

17. Does the Institution have Management Information System?

Yes ✓ (PARTIAL)

No

If yes, give a brief description and a list of modules currently operational.
(Maximum 500 words)

Part-B

CRITERION I – CURRICULAR ASPECTS					
1.1 Curriculum Planning and Implementation					
1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words					
As per the norms of the University of Madras the Institution is following the curriculum.					
1.1.2 Certificate/ Diploma Courses introduced during the Academic year (2017-2018)					
Name of the Certificate Course (Inter-Disciplinary)	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development	
1.Banking Theory 2. Leadership Skills 3. General Mental Ability and Reasoning 4. Basics of Electrical Safety 5. Baisc Physics 6. HTML 7. Web designing 8. Business Communication 9. Applied Chemistry 10. CMLT 11. Basics of Cooking 12. Stress Management	Nil	30-08-2017 30Hrs 11-12-2017 30Hrs	✓	✓	
1.2 Academic Flexibility					
1.2.1 New programmes/courses introduced during the Academic year					
Programme with Code		Date of Introduction		Course with Code	
Nil		Nil		Nil	
1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.					
Name of Programmes adopting CBCS		UG	PG	Date of implementation of CBCS / Elective Course System	
Already adopted (mention the year) 2008					
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year					
	Certificate		Diploma Courses		
No of Students	600		Nil		
1.3 Curriculum Enrichment					
1.3.1 Value-added courses imparting transferable and life skills offered during the year					
Value added courses		Date of introduction		Number of students enrolled	
1. Creative Writing Skills		14-12-2017		30	
2. Data mining using WEKA		03-01-2018		40	
3. Laser and their applications		02-01-2018		25	
4. Basics of Nanotechnology & its Applications		15-12-2017		30	
5. TORA software		13-12-2017		35	
6. Employability Skills		15-12-2017		50	

1.3.2 Field Projects / Internships under taken during the year				
Project/Programme Title		No. of students enrolled for Field Projects / Internships		
NIL		NIL		
1.4 Feedback System				
1.4.1 Whether structured feedback received from all the stakeholders.				
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	Yes	Yes	Yes	Yes
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)				
<p>The performance of all teaching staff is appraised by the end of each semester. The assessment is done by the students, Heads of the Departments and the Principal. This helps the staff to improve their teaching and learning strategies. The evaluation is done on a 100 point scale. The students give their ratings for 60 points. The Heads of the Departments rate for 30 points and the Principal rate for 10 points. The students give their feedback on ten parameters through online for the staff who handle their subjects. The students assess on the communication skill of the staff, do they complete their portions on time, discusses topic in detail, in the class have interaction with students, concentrates on academically weaker students, guide them in academic and non – academic matters and uses modern teaching aid. The Heads assess the staff based on their class room performance, their inter personal relationship in the department, their punctuality and contribution to the department. The Principal assess the staff on their overall performance both in academic and non – academic matters. The Heads of the Departments are being assessed by the students on 60 point scale and by the Principal on 40 point scale on the parameters mentioned above. The technical support staff are being assessed by the respective Heads of the Departments on a 50 point scale based on their performance in maintaining the laboratories, equipments in labs, rapport with the staff and students and their interest towards updating themselves with current techniques.</p> <p>Every year alumni meet is being held on 15th August. The alumni meet with great enthusiasm and share their experiences and views. They give their feedback in the prescribed form which will be analysed by Board Members and suggestions implemented for the welfare of the students.</p> <p>Feedback from parents are collected Department wise when parent – teachers meeting is held. The appropriate suggestions are instigated for students benefit.</p>				
CRITERION II -TEACHING-LEARNING AND EVALUATION				
2.1 Student Enrolment and Profile				
2.1. 1 Demand Ratio during the year				
Name of the Programme	Number of seats available	Number of applications received	Students Enrolled	
UG - PROGRAMMES				
B.Com(G) – SI	140	855	138	
B.Com(G) – SII	140	686	137	
B.Com(CS) – SI	100	580	100	
B.Com(CS) – SII	100	402	99	
B.Com(A&F)	50	358	51	
B.Com(ISM)	50	58	50	
BBA-SI	70	97	70	
BBA-SII	70	87	69	
B.A ENGLISH	50	65	47	
B.Sc.Comp.Sci–SI	50	98	50	
B.Sc.Comp.Sci–SII	50	82	26	
B.Sc. Microbiology	36	112	34	
B.Sc. Biochemistry	32	187	32	
B.Sc. Physics	50	65	46	
B.Sc. Chemistry	30	78	30	
BCA - SI	50	95	45	
BCA - SII	50	80	27	
B.Sc. Electronics	32	36	23	

B.Sc. HCM	32	25	21
B.Sc. Maths	70	150	70
B.Sc. Psychology	40	85	38
TOTAL		4281	1203
PG - PROGRAMMES			
M.Sc. CS	26	44	20
M.Sc. IT	26	15	5
M.Sc. Biochemistry	26	45	13
M.Sc. Physics	26	35	17
M.A. English	25	42	18
M.Com	40	56	23
M.A. HRM	30	48	13
M.Sc. Maths	40	70	40
		355	149
TOTAL		4281	1352
M.Phil			
Commerce	15	25	12
Biochemistry	15	23	8
TOTAL		48	20

2.2 Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
	4556	284	128	16	42

2.3 Teaching - Learning Process

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

Number of teachers on roll	Number of teachers using ICT (<i>LMS, e-Resources</i>)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
186	175	LCD Projector, Computer	5	10	INFLIBNET, e-learning websites

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

Each member is assigned 25 mentees. Tutorial Register is maintained for every student furnishing her personal details and academic performance. Periodical analysis of the attendance and internal / University examinations are undertaken to identify the irregular and weak performers. Question Bank is prepared for each subject. PTM is conducted twice a semester to intimate the parents regarding the students' regularity and performance. Progress of the students is systematically monitored through oral and

written tests. Remedial classes are arranged to improve the progress of slow and medium learners beyond the college working hours.		
❖ Advanced and enthusiastic learners and identified by the mentors and subject staff using their performance in the internal /University examination		
❖ Guidance is given to advanced learners to choose add-on-course relevant to their subject of study		
Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
Shift – 1: 3508, Shift II : 1058, PG : 275, M.Phil : 9 : Total : 4840	186	1:25

2.4 Teacher Profile and Quality				
2.4.1 Number of full time teachers appointed during the year				
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
186	161	25	25	69
2.4.2 Honours and recognitions received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)				
Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies	
MAY 2018	Dr. K. R. Dhanalakshmi	Associate	Best Women	

		Professor	Faculty Award DK Research Foundation
2.5 Evaluation Process and Reforms			
2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year : Non – Autonomous College Affiliated to University of Madras			
Programme Name	Programme Code	Semester/ year	Date of declaration of results of semester-end/ year- end examination
2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)			
<p>The Institution has a centralised CIE system which conducts 3 cycle tests per semester for 75 marks. Each test mark is scaled down to 10 marks. The best of the three test marks is chosen as the CIA marks secured by the student for each subject.</p> <p>Periodical Assignments and Seminars by students are being conducted to assess their performance Assignments of 5 marks are assigned for each.</p> <p>A minimum of 75% attendance should be obtained by students to be eligible to appear in the University Examinations and a maximum of 5 marks is awarded to them based on their percentage of attendance.</p>			
2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)			
The Academic calendar is prepared by the Calendar Committee of the institution before the commencement of each academic year. It comprises vision and mission of the college, courses offered, date of commencement of classes, last working day, day – order, schedule for the cycle tests and holidays.			
2.6 Student Performance and Learning Outcomes			
2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)			
<p>Program outcomes :</p> <p>National Conference International Conference Workshops</p> <ol style="list-style-type: none"> 1. International Conference on Contemporary practices in Commerce, Business and Management held on 10&11 August 2017 organised by Department of Commerce 2. National conference on Recent Advances in Mathematics, Physics, Computer Science and Electronics held on 8&9 February 2018 organised by Maths, Physics, Computer Science and Electronics 3. National Conference on Recent Trends and Developments on Health and Chemical Sciences held on 30&31 January 2018 organised by Biochemistry, Microbiology, 			

Chemistry and Psychology

4. **National Conference on Success Through Synergy held on 2&3 February 2018 organised by Dept of Management studies, Corporate Secretary ship, Accounting & Finance**
5. **Ramanujam's Day Celebration held on 22 December 2017 organised by Dept of Mathematics**
6. **Predominance of Literature in the field of Ecology and Media on 29 January 2018 Organised by Dept of English**
7. **Industrial visit to Flextronics Technologies Pvt Ltd on 27th October 2017 by Dept of Business Administration**
8. **Visit to NIEPMD (National Institute for Empowerment of Persons with Multiple Disabilities) on 23 August 2017 by Dept of Psychology**

Program – specific outcomes :

Inships
Major projects
Industrial visits
Guest Lectures
Seminars

Course outcomes

Add – on courses
Interdisciplinary courses
NPTEL – online courses

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester /year examination	Pass Percentage
Under Graduate Programmes				
CPZ	B. Com (General) S-I	136	125	92
	S-II	132	116	88
CY	B. Com (CS) S-I	94	77	82
	S-II	81	50	62
MAT	B.Com (ISM)	47	32	67
MAM	B. B.A S-I	51	47	92
	S-II	58	40	69

BR	B. A (English)	49	39	80
SAZ	B. C. A S-I	48	46	96
	S-II	46	44	96
TAG	B. Sc (Electronics)	29	27	93
SAE	B. Sc (CS) S-I	46	39	85
	S-II	48	42	91
SAH	B.Sc (HCM)	17	15	88
TAN	B.Sc (Microbiology)	36	31	86
TAP	B.Sc (Bio- Chemistry)	30	30	100
TAM	B.Sc(Maths)	67	54	81
SAR	B.Sc(Physics with CA)	49	37	76
CPG	B.Com(A&F)	47	44	94
TAT	B.Sc(Chemistry)	30	21	70
SAT	B.Sc(Psychology)	34	29	85

Post Graduate Programmes

KDA	M.Com	24	18	75
PMC	M.A. (HRM)	9	9	100
PSB	M.Sc(IT)	6	6	100
MEN	M.Sc (Bio-Chemistry)	8	7	87
HAB	M.A. (English)	16	15	94
MFF	M.Sc (Mathematics)	40	35	88
PSD	M.Sc (Computer Science)	16	16	100
MCG	M.Sc(Physics)	06	03	50

2.7 Student Satisfaction Survey

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

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

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

Nature of the Project	D	Name of	Total grant	Amount
-----------------------	---	---------	-------------	--------

	ur ati on	the funding Agency	sanctioned	received during the Academic year
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored Projects				
Projects sponsored by the University/ College				
Students Research Projects (other than compulsory by the College)				
International Projects				
Any other(Specify)				
Total				
3.2 Innovation Ecosystem				
3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year				
Title of Workshop/Seminar	Name of the Dept.		Date(s)	
3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year				
Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year				
Incubation Centre		Name	Sponsored by	
Name of the Start-up		Nature of Start-up	Date of commencement	
3.3 Research Publications and Awards				
3.3.1 Incentive to the teachers who receive recognition/awards				
State	National		International	
3.3.2 Ph. Ds awarded during the year (applicable for PG College, Research Center)				
Name of the Department		No. of Ph. Ds Awarded		
3.3.3 Research Publications in the Journals notified on UGC website during the year				
	Department	No. of Publication	Average Impact Factor, if any	
National	COMMERCE	1	4.301	

International	<i>BUSINESS ADMINISTRATION & HRM (PG)</i>	14	4.739
	<i>COMMERCE</i>	2	3.017
	<i>CORPORATE SECRETARYSHIP</i>	2	3.017
	<i>COMPUTER SCIENCE</i>	1	4.301

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

Department	No. of publication
B.COM(G)	20
B.COM(CS)	13
B.COM(A&F)	4
BBA&HRM	10
B.A ENGLISH	1
B.SC (CS)	7
B.SC(PSYCHOLOGY)	3
B.COM(ISM)	1
B.SC(PHYSICS)	1
B.SC(ECS)	2
BCA	
MSC(CS)	

BSC(BIO)	
B.SC(MICRO)	
M.SC(IT)	1

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

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations

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

Title of the	Name of the author	Title	Year of publication	h-index	Number of citations excluding self	Institutional affiliation as mentioned in
--------------	--------------------	-------	---------------------	---------	------------------------------------	---

paper		l e o f t h e j o u r n a l		d e x	citations	the publication
NIL	NIL	N I L	NIL	N I L	NIL	NIL

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :

No. of Faculty	International level	Natio nal level	State level	L o c a l l e v e l
Attended Seminars/ Workshops	70	36	2	
Presented papers	70	36	2	
Resource Persons	NIL	3	2	

3.4 Extension Activities

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

Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated such activities	Number of students participated in such activities
AWARENESS PROGRAM ON SWATCH BHARATH	YRC	02	100
DENGUE AWARENESS	YRC	02	200

RALLY			
DISASTER MANAGEMENT CAMP	YRC	02	250
NATIONAL INTEGRATION CAMP HELD AT SIMLA	NSS&MINISTRY OF YOUTH AFFAIR AND SPORTS	-	01 REPRESENTED FROM UNIVERSITY OF MADRAS)
BLOOD DONATION CAMP	NSS IN COLLABORATION WITH HDFC BANK	02	162
ROCK CLIMBING AND TRECKING CAMP HELD AT GWALIOR, MADHYA PRADESH	NCC	-	02
REPUBLIC DAY PARADE, NEW DELHI	NCC	-	01
NATIONAL INTEGRATION CAMP, NAGARCOIL	NCC	-	02

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

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
SAVE OUR SOUL	SECOND PRIZE(24.02.2018)	SCIENCE CITY GOVT OF TAMILNADU	02
REPUBLIC DAY PARADE, NEW DELHI (RDL 18)	FIRST WOMEN ALL INDIA GUARD COMMANDER	HONOURABLE PRIME MINISTER	01

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

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of students participated in such activities
--------------------	---	----------------------	--

			te ac he rs co or di na te d su ch ac tiv iti es	
SWATCH BHARATH	YRC	CLEANING KORATTUR LAKE	02	100
AIDS AWARENESS	NSS	SEMINAR	02	100
GENDER ISSUE	YRC	GUEST LECTURE	02	200

3.5 Collaborations

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

Nature of Activity	Par tici pa nt	Source of financial support	Duration
NIL	NI L	NIL	NIL

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	particip ant
M.COM	INTERNSHIP	VEL TECH INDUSTRIAL INSTITUTE CHENNAI	02.05.2018 TO 02.06.2018	40
BBA	INTERNSHIP	VARIOUS COMPANIES	02.05.2018 TO 02.06.2018	140 (Final Year both Shift I & Shift II)
B.COM(CS)	INTERNSHIP	VARIOUS COMPANIES	10.05.2018 TO 11.06.2018	280 (Final Year

				both Shift I & Shift II)
B.COM(I SM)	INTERNSHIP	VARIOUS COMPANIES	15.05.2018 TO 14.06.2018	50
M.A(HR M)	INTERNSHIP	SIPCOT INDUSTRIES	08.05.2018 TO 09.06.2018	13
MSC(IT)	INTERNSHIP	VARIOUS COMPANIES	10.05.2018 TO 11.06.2018	06
M.SC(CS)	INTERNSHIP	VARIOUS COMPANIES	15.05.2018 TO 14.06.2018	20
B.SC(HC M)	INDUSTRIAL EXPOSURE TRAINING	ABU PALACE & RESIDENCY TOWER	SIX MONTHS	18

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

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
1. Smart Shine Tech Systems, Chennai	November 2016	Orientation program on SAP and Big Data for PG students of IT and CS	
2. Spiro Solutions Pvt Ltd, Chennai	09.11.2016	Industrial visit to Spiro for M.sc(CS) (I&II year) M.sc(CS) students undergoing Project work	
3. Veltech Engineering Works, Chennai	16.11.2016	Faculty Development Program Program on GST for students	

4. DewBorn Chemicals Pvt Ltd, Chennai			
5. Collar Solutions Pvt Ltd Chennai	November 2016		
6. Arcomm Tech Solutions, Chennai			
7. National Productivity Council, Chennai		Program on communication skills for UG & PG students	
8. Indian Spectro Physics Association (ISPA), Chennai	01.12.2016		
9. ARMATS Biotek Training and Research Institute	10.12.2016	A seminar followed by a workshop	
10. National Agro Foundation	10.12.2016	A Training programme for students	
11. National Stock Exchange	25.01.2017	Orientation program on “Emerging Trends in Financial	

		Markets”	
12. Asthagiri Herbal Research Foundation	11.01.2017		
13. ARUWE(NGO)	07.11.2016		
14. The Candles(NGO)	18.11.2016		
15. Penn Nalam	01.04.2016		
<u>Institutional Membership</u>			
1. Madras Management Association (MMA)		A guest lecture by MMA on the Topic – Out of Box Thinking	
2. Institute of Training and Development			
3. English Language Teacher’s Association of India (ELT@I)		Institute of Journalism New Media Dean Sureka Deepak (Many Channels) delivered a lecture in “ A Broad perspective of journalism and career in broad casting journalism”	
4. Information and Communication Technology (ICTACT)			

5. Computer Society of India (CSI)				
CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES				
4.1 Physical Facilities				
4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year				
Budget allocated for infrastructure augmentation		Budget utilized for infrastructure development		
Rs 12,00,000		Rs 11,54,000		
4.1.2 Details of augmentation in infrastructure facilities during the year				
Facilities	Existing		Newly added	
Campus area	2.5acres		-	
Class rooms	70		-	
Laboratories	6		-	
Seminar Halls	1		-	
Classrooms with LCD facilities	2		-	
Classrooms with Wi-Fi/ LAN	2		-	
Seminar halls with ICT facilities	1		-	
Video Centre	-		-	
No. of important equipments purchased (≥ 1-0 lakh) during the current year. (computers, furniture)	Rs 4,00,000			
Value of the equipment purchased during the year (Rs. in Lakhs) CAMERA, COOLER, RO, OFFICE AUTOMATION	Rs 17,01,471		Rs 2,65,000	
Others DESTROYER MACHINE, LIBRARY DIGITALISATION, ONLINE FEEDBACK	-		Rs 2,17,480	
4.2 Library as a Learning Resource				
4.2.1 Library is automated {Integrated Library Management System -ILMS}				
Name of the ILMS software	Nature of automation (fully or partially)	Version		

AUTOLIB	FULLY		
4.2.1 Library Services:			
	Existing		Total
	No.	Value	No. Value
Text Books	8280	14,39,767	2780 2,60,350 11060 17,00,117
Reference Books	685	2,40,855	430 1,15,333 1115 3,56,188
Journals	28	43,760	2 3,000 30 46,760
e-Books	1,00,000	5,000	30,35,000 (INFLIBNET 35,400 31,35,000 35,400
e-Journals	3000	-	3,000 N-LIST) - 6,000 -
Digital Database	1	-	11 - 12 -
CD & Video	150	7,500	50 3,000 200 10,500
Library automation	-	-	- - - -
Weeding (Hard & Soft)	-	-	- - - -
Others (specify) MAGAZINES & NEWSPAPERS	19	11,720	1 150 20 11,870

4.3 IT Infrastructure									
4.3.1 Technology Upgradation (overall)									
	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available bandwidth (MGBPS)	Others
Existing	150	03	CAMPUS WIFI	01	-	4	-	100MBPS	JIO WIFI
Added	-	-	JIO WIFI	-	-	-	-	-	-
Total									
4.3.2 Bandwidth available of internet connection in the Institution (Leased line)									
JIO WIFI WITH 100 MBPS									
..... MBPS /GBPS									
4.3.3 Facility for e-content									
Name of the e-content development facility					Provide the link of the videos and media centre and recording facility				
-					-				
4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc									
Name of the teacher		Name of the module			Platform on which module is developed			Date of launching e - content	
-		-			-			-	

NPTEL: The Institution has registered as a local chapter of NPTEL online courses from the academic year 2017-2018. The institution has been awarded Active Local Chapter. Students are motivated to enrol for various courses and register for examination. Faculty have registered as mentor and received mentor certificate. Many of the students have successfully completed and some students have secured “Elite” grade

4.4 Maintenance of Campus Infrastructure			
4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year			
Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
Rs 5,00,000	Rs 5,33,000	Rs 30 lakhs	Rs 28 lakhs
4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)			
CRITERION V - STUDENT SUPPORT AND PROGRESSION			
5.1 Student Support			
5.1.1 Scholarships and Financial Support			
	Name /Title of the	Number of	Amount in Rupees

	scheme	students			
Financial support from institution	Smt. Padmavathy Ammal Scholarship, Bhaktavatsalam Memorial Trust, Chennai -80.	29	87,000		
Financial support from other sources					
a) National	Central Sector Scholarship Post Matric (Minority) TamilNadu SC/ST/SCC Scholarship	92	9,20,000		
		3	18,000		
		600	20,04,000		
b) International					
5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,					
Name of the capability enhancement scheme		Date of implementation	Number of students enrolled	Agencies involved	
5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year					
Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2017-18	SAP Business	200	200	2	2
	Banking Awareness	200	200		
	Job Opportunities in Public Sector	200	200		
	Entrepreneurship Programme	200	200		
	Race Coaching Centre	200	200		
	Company Secretaryship Guidance	200	200		
	GST Programme	200	200		
GST					

	Programme by National Academy	200	200		
	Job Orientation – Tally Programme	200	200		
5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year					
Total grievances received		No. of grievances redressed		Average number of days for grievance redressal	
2		2		15 days	
5.2 Student Progression					
5.2.1 Details of campus placement during the year					
On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
Ison India Pvt. Ltd.	87	19	Infosys	110	15
Sutherland Global Services	223	14	HDFC	09	01
Alcance Technologies	95	06	Ifortune	05	02
IQ Back Offices	97	16	Talent Pro	11	03
Integrated Enterprises	112	44	IDBI	16	03
Yogam BPO	50	10	TVS Sundharam	03	01
08T05CS	02	02	TCS	12	08
			ICICI Academy	14	05
			Wedding vows	12	02
			Vertex	15	15
			Intelenet	22	07
			Imarquee	23	06
			Hi Power Support	10	01
			N Trust	06	02
			IT / Media	14	01
			Capgemini	42	01
			Calibehr Human Capital	06	02
5.2.2 Student progression to higher education in percentage during the year					
Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme

						admitted to
5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)						
Items		No. of Students selected/ qualifying		Registration number/roll number for the exam		
NET						
SET						
SLET						
GATE						
GMAT		1				
CAT						
GRE						
TOFEL						
Civil Services						
State Government Services						
Any Other						
5.2.4 Sports and cultural activities / competitions organised at the institution level during the year						
Activity		Level		Participants		
Volley Ball and Throw Ball Tournament		State		12		
Intramural Atheltic Meet		University		15		
5.3 Student Participation and Activities						
5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)						
Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
Nov – 2017	3 rd place	National	Mallakham b	-	42589	Ms. Ranjani – B.sc Physics - III
5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words) Student Council acts as liaison with the community in general faculty and students in particular. They serve on committees and provide input on organising conferences, workshop, and seminar, inter collegiate events and Departmental activities. They have actively participated in designing and implementing plans on energy conservation and in maintenance of the campus as clean & green. They have formed committees to educate slow learners and the PG representative who played the role of student co-ordinator has constituted a team to train the students on spoken English after the college hours. The President of the student council is one of the members of IQAC.						
5.3 Alumni Engagement						
5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):						
The BMC alumni association has been registered under Registration of Societies Act with serial						

<p>number 376/2016 on 29th November, 2016. The alumni were constituted with 8 executive members under the stewardship of the President Ms.Revathy manikandan, alumni of BMC (Batch 1994-1997). The alumni meet for the academic year 2017-18 was organised on 15th August 2017 at 10.00a.m in the college premises about 700 members have attended the meet. They have shared their happiness about the progress of the college and accreditation status, they volunteered themselves for knowledge sharing sessions and have donated 2 computers with colour printers to the college. The feedback forms were collected and documented.</p>	
5.3.2 No. of registered enrolled Alumni:	900
5.3.3 Alumni contribution during the year (in Rupees) :	Rs 1,80,000
5.3.4 Meetings/activities organized by Alumni Association :	
Meeting organised on 15th August,2017	
CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 Institutional Vision and Leadership	
6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)	
6.1.2 Does the institution have a Management Information System (MIS)? Yes/No/Partial:	Partial
6.2 Strategy Development and Deployment	
6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):	
❖ Curriculum Development	
❖ Teaching and Learning	
❖ Examination and Evaluation	
❖ Research and Development	
❖ Library, ICT and Physical Infrastructure / Instrumentation	
❖ Human Resource Management	
❖ Industry Interaction / Collaboration	
❖ Admission of Students	
<p>The management has established systems and procedures for campus maintenance including both academic and supporting facilities. These physical, academic and support services and facilities cover almost every aspect of the college functioning such as teaching learning, buildings and class rooms, library, laboratories etc. The need of policy making arises from the expectation of constant, uninterrupted and smooth functioning of these services and facilities. The policy assures the optimum utilization and proper maintenance with a standard required specifications of physical, academic and support service facilities of the college to accomplish the high degree of excellence imbining human values in all endeavours.</p> <p>The physical facilities including Laboratories, Classrooms and Computers etc. are made available for the students those who are admitted in the college. The students seek admission to desired courses including a laboratory curriculum in which they are charged for the laboratory expenses at the time of the admission. The policy aims to achieve optimum utilization of facilities</p>	

and services for the benefit of stake holders, to prevent and avoid misuse and misconduct of resources and services.

Instructions on safety and policies of the each laboratories are displayed in the respective laboratories. The students and staff are supposed to follow the same. All the labs are well maintained by the respective lab – Incharges. Registers on stock and maintenance of the equipments, usage of Internet facility and other equipments are well maintained.

The ICT facility is taken care by the Computer Science Lab Incharge and the Computer Labs are under the overall control and supervision of Co – ordinating Executive – IT. All other laboratories are taken care by the respective Lab Incharges and their Assistants. The support staff having technical and mechanical skills looks after day to day maintenance of infrastructure. Students carefully use major instruments and hazardous chemicals under the supervision of the teaching or non – teaching faculty.

The IQAC co – ordinator conducts periodical meetings on discussion of various issues and decisions that are to be considered. The entire college is provided with complete WiFi facility. Electrical and the Plumbing related maintenance is done with the help of Electricians and Plumbers appointed by the college management.

There are enough sports facilities provided for the students. They are maintained by the concerned sports Incharge. Periodical sports events are conducted every year both intercollegiate and college level.

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

- ❖ Planning and Development
- ❖ Administration
- ❖ Finance and Accounts
- ❖ Student Admission and Support
- ❖ Examination

6.3 Faculty Empowerment Strategies

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

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2016	Ms. R. Indira & Dr. S. Meena	Workshop on Managerial Leadership for Excellence	Madras Management Association	Rs. 5000/-
2017	Dr. K.R. Dhanalakshmi	One Day Workshop on Team building and bounding in Business and Corportate Enterprises	Institute of Training and Development	Rs. 3000/-

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

Year	Title of the professional development programme organised for	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
------	---	---	-----------------	--------------------------------------	--

	teaching staff				
FDP on Entrepreneurial Eco System in Institution	One day workshop on Office Management course – Roles and Skills	27th – 29th July 2017	200	20	
FDP on Professional Ethics		19th Feb 2017	200		
Human Rights for women and children (Training Programme)		7th Apr 2018	300		
Healthy Life Management		26th Feb 2018	100		

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
Science Academies Refresher Course in Topology	02	02.05.2018 – 14.05.2018
FDP on Entrepreneurial Ecosystem	02	27.07.2017 – 29.07.2017

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

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary

6.3.5 Welfare schemes for

Teaching	
Non teaching	
Students	

6.4 Financial Management and Resource Mobilization

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

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

Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose

6.4.2 Total corpus fund generated

6.5 Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
	-	-	yes	Constituted committee
Academic				
Administrative	Yes	V Care	yes	Constit

		Communications, Chennai		uted commit tee
6.5.2 Activities and support from the Parent – Teacher Association (at least three)				
1.	Leveraging volunteer power during functions			
2.	Sharing their views on developmental aspects			
3.	Sponsoring meritorious students			
6.5.3	Development programmes for support staff (at least three)			
1.	Health check up by Penn Nalam(cancer institute)			
2.	Training program on basics of English Language Communication			
3.	Seminar on Stress Management			
6.5.4	Post Accreditation initiative(s) (mention at least three)			
1.	P.G and Research Dept of Commerce is upgraded as centre for excellence with full time Ph.D program			
2.	Bar coding, Automation and Digitalisation have enhanced Library			
3.	Skill developmental programs and more corporate tie up’s were initiated through Career Development and Placement Cell			
6.5.5				
a. Submission of Data for AISHE portal : (Yes /No) yes				
b. Participation in NIRF : (Yes /No)-				
c. ISO Certification : (Yes /No)-				
d. NBA or any other quality audit : (Yes /No)-				
6.5.6 Number of Quality Initiatives undertaken during the year				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to-- ----)	Number of participants
2017	FDP on Professional ethics	19.08.2017	One day	200
2018	Workshop onQuality Enhancement in Teachig and Learning	18.04.2018	One day	300

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES			
7.1 - Institutional Values and Social Responsibilities			
7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)			
Title of the programme		Period (from-to)	Participants
			Female Male
Human Rights for Women and Children(NHRD Program)		07.04.2018	500 100
7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources			

NA

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities		
Provision for lift		
Ramp/ Rails	YES	02
Braille Software/facilities		
Rest Rooms(WESTERN OUTFITS)	YES	02
Scribes for examination	yes	04
Special skill development for differently abled students	-	-
Any other similar facility	-	-

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2018	1.		04.03.2018 – 16.03.2018	NSS camp		120/02
	2.		22.12.2017 – 31.01.2018	Women Cell Social Awareness program(Learning process)	Wealth out of waste Training of writing and speaking tamil without mistakes	25/02
	3.			Cancer awareness program conducted by YRC at adopted village velliur(26.12.2018)	Cervical and uterus cancer	50/04
	4.			Seminar on Pasumai Thuvakkam organised by YRC	Seed ball making	45/03

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

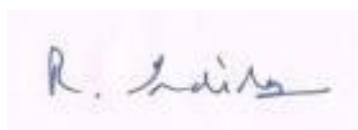
Title	Date of Publication	Follow up (maximum 100 words each)
Handbook	Every year(Academic year)	a) Rules of attendance and discipline ❖ 75% attendance is compulsory for appearing University

		Examination ❖ Use and Possession of Mobile phone inside the campus is strictly prohibited b) Parents Responsibility c) Library Regulations d) Admission & Withdrawal
7.1.6 Activities conducted for promotion of universal Values and Ethics		
Activity	Duration (from-----to-----)	Number of participants
Motivational talk on “INNER YOU”	07.03.2018	4000
7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)		
1. Energy Conservation and cleanliness is taken care 2. Plastic usage is banned 3. Encouraging tree plantation to make the campus green and clean 4. Insisting the usage of cloth napkin.		
7.2 Best Practices		
Describe at least two institutional best practices Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link		
1. Assembly is conducted over public addressing system on the first working day of the week, where the moral values is imparted to the students 2. Remedial classes conducted on regular basis for the below average students by the respective Departments		
7.3 Institutional Distinctiveness		
Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust Provide the weblink of the institution in not more than 500 words		
1. The college takes interest in admitting economically underprivileged students every year for the development of the society 2. Students – Dyslexia students are admitted and special care and training is given by the respective Departments. During the time of University Examinations Dyslexia students are given 1 hour extra, in some cases scribes are provided. 3. Visually Challenged staffs are appointed in the departments of English and Tamil. 4. The Scholarship Committee enables the deserving students in getting scholarship from government and NGO’s. Besides, the Institution has started “Smt.Padmavathy Ammal scholarship” to motivate the meritorious students.		

8. Future Plans of action for next academic year (500 words)

2017-2018 has been a pivotal year as the Institution has completed 25 glorious years of excellence and service on the field of education. In view of the silver jubilee celebration, 25 has been a number that various programs are charted out. All the departments have action plans to organise conferences, workshops, seminars, inter-collegiate events. Apart from that inter-collegiate cultural/sports activities are also in our action plan. The college is planning to encourage faculty to apply for minor research projects and to publish text books. Moreover online feedback and profile mapping is also planned for. The PG & Research Department of commerce is to be upgraded as CENTRE for excellence by introducing full – time Ph.D programme during this Academic year.

Name **Ms. R. INDIRA**



Signature of the Coordinator, IQAC

Name **Dr. C.N. ESWARI**



Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advancement Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution

For Communication with NAAC

The Director

National Assessment and Accreditation Council (NAAC)

(An Autonomous Institution of the University Grants Commission)

P. O. Box. No. 1075, Nagarbhavi

Bengaluru - 560 072

Phone: +91-80-2321 0261/62/63/64/65

Fax: +91-80-2321 0268, 2321 0270

E-mail: director.naac@gmail.com

Website: www.naac.gov.in