AUXILIUM COLLEGE (Autonomous), Gandhi Nagar, Vellore

(Accredited by NAAC with A+ Grade with a CGPA of 3.55 in the 3rd Cycle)

UGC - PARAMARSH

Progress Report of the Activities undertaken under the SCHEME – PARAMARSH

Submitted to

University Grants Commission, New Delhi

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PARAMARSH REPORT
Auxilium College (Autonomous), Vellore
September 2019 to February 2020

The IQAC team in consultation with the Accreditation Ambassador, Dr. Joe Jesudurai Former Head and Associate Professor, Department of Physics, Loyola College (Autonomous) Chennai-34 registered the institution under the PARAMARSH scheme of UGC on 19.08.2019. The proposal document which included the plan document, budget and the willingness letter from the Mentee Colleges were uploaded according to the format on 20.08.2019. The hard copy of the same was sent on 21.08.2019.

The approval of the institution for the PARAMARSH scheme was confirmed by UGC on 11.09.2019. In accordance with the communication for approval, action was taken in preparing the necessary documents for signing of the MoU by Auxilium College (Autonomous), Vellore with six Mentee Colleges. The PARAMARSH team of Auxilium College (Autonomous), Vellore visited the Mentee Colleges for the signing of the MoU on 13.09.2019.

A separate savings bank account was opened on 18.09.2019 in Indian Overseas Bank, Auxilium College Branch, Vellore for the scheme. All the documents were scanned and e-mailed on 19.09.2019 and the hard copy of the same was sent to UGC by speed post on the same day.

To obtain information on the current status of the Mentee Colleges in relation to the key indicators of NAAC, a brief questionnaire was prepared by the PARAMARSH team and the same was communicated to the IQAC coordinators of all the six Mentee Colleges (Annexure I). The Mentee Colleges were asked to furnish required data and submit the same to the PARAMARSH team. A copy of the filled in questionnaire from the six Mentee Colleges is enclosed in annexure II - VII.

Areas of concern based on the Questionnaire sent to the Mentee Colleges are:

- Lack of systematic and structured documentation in all except two institutions. The team gave the Mentee Colleges a sample template for creation and maintenance of records.
- Lack of Research in six Mentee Colleges. The team advised the Mentee Colleges to concentrate on locally and socially relevant research to begin with. It was decided workshops would be conducted for all the Colleges on, identifying locally relevant research areas, preparing and submitting project proposals to the appropriate agencies for funding and publications.
- Being located in remote / rural / tribal areas, retention of qualified staff is an area of major concern in all the Colleges.
- All the Mentee Colleges have feedback mechanisms in a systematized way, but it has to be documented and used for quality enhancement more effectively.
- Lack of MoUs was also a major concern of all the institutions. They were asked to work on MoUs with local and nearby institutions / organizations where their students were engaged in project work / internship / employed.
- The institutions were asked to apply for 2f, 12b and AISHE code at the earliest. Some institutions already have them.
- It was also decided to conduct AAA for all the Mentee Colleges at the earliest.

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VISIT TO THE Mentee Colleges

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A visit to the Mentee Colleges by the PARAMARSH team of Auxilium College (Autonomous), Vellore, was scheduled with the following as aim:

- To introduce and familiarize the IQAC Coordinator / IQAC members and the Accreditation Ambassador of Auxilium College (Autonomous), Vellore, the Mentor College under the PARAMARSH scheme of UGC, with the Management and IQAC core team of the six Mentee Colleges.

- To discuss with the Management and the IQAC team and staff members of the Mentee Colleges about their preparedness for NAAC.
- To get concrete suggestions on the specific needs of each College in specified areas and help them to move towards Accreditation.
- To plan specific programs based on individual Mentee College requirements.
- To share information regarding the common programs planned under the PARAMARSH scheme and to get suggestions from the Mentee Colleges.
- To discuss the timeline of the activities / programs to be conducted under the PARAMASH Scheme of UGC.

After consultation with the Mentee Colleges, depending on their convenience, the schedule for the visits by members of the PARAMARSH team was finalized. Since the Mentee Colleges are spread across Tamil Nadu, it was decided the visits would be executed in two phases.

VISIT SCHEDULE

Phase 1: (17.10.2019 & 18.10.2019)

Name of the Institution	Date	Time
Loyola College, Vettavalam	17.10.2019	10-00 AM to 12 Noon
Immaculate College for Women, Viriyur	17.10.2019	2-00 to 4 PM
Auxilium College of Arts and Science for Women, Regunathapuram	18.10.2019	10-00 AM to 12 Noon

Phase 2: (21.10.2019 & 22.10.2019)

Name of the Institution	Date	Time
Don Bosco College (Co-Ed) ,Yelagiri Hills	21.10.2019	2-00 to 4 PM

St.Joseph's College of Arts and Science for Women, Hosur	22.10. 2019	10-00 AM to 12 Noon
Don Bosco College, Dharmapuri	22.10.2019	2-00 to 4 PM

The PARAMARSH team of Auxilium College (Autonomous), Vellore visited, the six Mentee Colleges from 17.10.2019 to 22.10.2019. The six Mentee Colleges are:

1. Loyola College, Vettavalam
2. Immaculate College for Women, Viriyur
3. Auxilium College of Arts and Science for Women, Regunathapuram
4. Don Bosco College (Co-Ed), Yelagiri Hills
5. St. Joseph's College of Arts and Science for Women, Hosur
6. Don Bosco College, Dharmapuri

The PARAMARSH team of Auxilium College (Autonomous), Vellore, had an interaction with the Management, IQAC core team members and the staff of Mentee Colleges. A detailed plan of the PARAMARSH scheme for the entire year was shared with all the six Mentee Colleges. The interactions were informative and fruitful where the PARAMARSH team of Auxilium College (Autonomous), Vellore, could identify some areas of strengths and certain

areas of concern in all the six Mentee Colleges. While two of the institutions were aware of the procedures for accreditation by NAAC, the other four Mentee Colleges required follow up.

WORKSHOP

ON

"THE REVISED ACCREDITATION FRAMEWORK OF NAAC"

09.11.2019

The very first programme under the PARAMARSH Scheme of UGC was the Workshop on "The Revised Accreditation Framework of NAAC" on 09.11.2019 in Auxilium College (Autonomous), Vellore, the Mentor College. The workshop was organized by the IQAC of Auxilium College (Autonomous), Vellore. The workshop began with a Prayer followed by a welcome address delivered by the IQAC Coordinator, Dr. Scholastica Mary Vithiya B., Assistant Professor of Chemistry. Dr. (Sr.) Regina Mary, Principal, Auxilium College (Autonomous),Vellore delivered the Inaugural Address throwing light on the PARAMARSH Scheme of UGC for Mentoring NAAC Accreditation Aspirant Institutions to promote Quality Assurance in Higher Education. The mutual benefits through the scheme were highlighted. Rev. (Sr.) Alice K.T., Secretary, Auxilium College (Autonomous),Vellore and Dr. (Sr.) Amala Valarmathy A., Vice Principal (Shift II) of Auxilium College (Autonomous),Vellore graced the occasion with their presence. Thirty seven staff from the six Mentee Colleges and seventeen DQAC members from the Mentor institution participated and benefitted from the workshop.

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A summary of the workshop is given below:

SESSION I

Resource Person: Dr. Kuppan, Professor, School of Mechanical Engineering,

Deputy Director, IQAC, VIT

Topic: Introduction to the Revised Accreditation Framework of NAAC –

The Paradigm Shift

The following were the highlights of the resource talk:

- Explanation on the Qualitative and Quantitative metrics,
- Pre-Qualifiers
- DVV
- SSS
- Alumini Engagement
- IIQA
- SSR
- Peer Review Visit

The resource person also dealt with RAF of NAAC – Challenges for Institutions, Changes introduced in SSR, Key indicators newly introduced, Documents required to be uploaded, Time

Schedule of RAF (NAAC) Grading System, Suggestions for the preparation for RAF, Role of IQAC.

SESSION II

Resource Person: Dr. S. Alfred Cecil Raj, IQAC Coordinator and Assistant Professor of Physics, St.Joseph's College, Tiruchirappalli.

Topic: Documentation and College Website Structure – The Core Foundation of NAAC

The focus of session II was directed towards Documentation like:

- Data Collection and Creation of Supportive Evidences,
- Data Management Software,
- Database Creation,
- Customized Data Management Software
- Directory Structure and Tagging of Files.

The second half of the session was an orientation towards Web Structure. The resource person had highlighted the outstanding features of the Website of St. Joseph's College, Tiruchirappalli, enabling the participants of Mentee Colleges to have a better understanding of structuring the Institutional Website.

SESSION III

Resource Person: Dr Xavier Mahimairaj, IQAC Coordinator, Assistant Professor of Commerce, Loyola College, Chennai-34

Topic: The Various Metrics in RAF –An Insight with a few Case Studies

The resource talk began with issues to be addressed regarding NAAC, followed by an extensive explanation on:

- ICT
- Course Outcomes
- Institutional Vision and Mission
- Quality Thinking
- Quality Assurance
- Self and External Evaluation

- NAAC Vision and Mission Statement

- Benefits of Accreditation, Incubation, and Feedback.

SESSION IV

Resource Person: Dr. JoeJesudurai, (Retired) Associate Professor of Physics, Loyola College, Chennai – 34

Topic: The Data Format, SOP, Data Validation and SSS – Few Case Studies

The Resource Person offered an elaborate explanation on:

- The significance of the Data Format and Data Templates

- The Glossary as an essential reference material

- The need to thoroughly understand the RAF Manual

- The SOP as a guide to understanding the NAAC expectation

- Norms and Procedures

The Resource Persons of all sessions successfully enlightened the participants and encouraged discussions leading to a better understanding of the Revised NAAC Norms and Procedures. Active participation was evident with the discussion that followed the sessions. The participants from the Mentee Colleges profited by an extended introduction to the Revised Accreditation Framework. A feedback from the participants was also collected for analysis. The programme was concluded with a Vote of thanks proposed by Ms. Gowri B. V., Assistant Professor and Head, Department of Microbiology & Dr.S.Uma Mageswari Assistant Professor, Department of Business Administration was the Master of Ceremony.

National Conference on Teaching, Learning and Evaluation: Changes and Challenges
(30.01.2020 & 31.01.2020)

The IQAC of Auxilium College (Autonomous), Vellore, organized a two days National Conference on "Teaching, Learning and Evaluation: Changes and Challenges" on 30.01.2020 & 31.01.2020. The conference was inaugurated by Dr. B. S. Madhukar, Former Advisor & General Council Executive Committee member NAAC, and Member of Assessment Committee (YCB), Ministry of AYUSH, with an inaugural address in the presence of Dr. (Sr.) Regina Mary, Principal, Auxilium College (Autonomous), Vellore and Dr. (Sr.) Amala Valarmathy, Vice Principal, Auxilium College (Autonomous), Vellore along with the Resource Persons Dr. Ordetta Mendoza, Programme Coordinator, Xavier Board of Higher Education in India, Associate Professor of Botany (Retd) Stella Maris, Chennai, Dr. N. Jayasankaran, Former Vice Chancellor, Kanchi University, Director General, BIM, Trichy Advisor, NMIMS University Advisor, VIT Business School, Dr. E. Jerome Xavier, Principal, Indian Academy Degree College(Autonomous), Bangalore Dr. Binu Thomas, Associate Professor of Computer Science, Marian College, Kerala and 150 registered participants from various Colleges of Tamil Nadu, Kerala and Karnataka, including participants from the six Mentee Colleges. The conference aimed at a clear understanding of the revised NAAC norms in relation to Criterion II: Teaching, Learning and Evaluation, concentrating on the following topics:

- Student Enrollment
- Catering to Student's Diversity

- Student Centric Methods

- Programmes for Advanced Learners and Slow Learners

- ICT for Effective Teaching

- Mentoring

- Capacity Building

- Development Schemes

- Evaluation Process and Reforms

- Integrating Cross Cutting issues into Curriculum

- Value Added Courses, Employability

- Entrepreneurship and Skill Development

The following is a detailed report on the resource talks.

30.01.2020:   Day 1

SESSION I

Resource Person: Dr. Ordetta Mendoza

Programme Coordinator, Xavier Board of Higher Education in

India, Associate Professor of Botany (Retd) Stella Maris, Chennai

Topic: Catering to student's diversity

Focal Points:

Student Enrolment and Profile

- Need for well administered process and admission policy

- Ensure equity and wide access

- Changes in the recent manual

Catering to student diversity

- Satisfy needs of the students

- Initial assessment of learning needs

- Bridge Course

- Changes in the recent manual

SESSION II

Resource Person: Dr. N.Jayasankaran

Former Vice Chancellor, Kanchi University, Director General, BIM,

Trichy Advisor, NMIMS University Advisor, VIT Business School

Topic: Student Centric methods – Experiential learning, participative learning, problem solving methodology

Focal Points:

- Qualities of a teacher
- Stay updated
- Monitor the students
- Lifelong learning is a must
- Approaches to Teaching and Learning

SESSION III

Resource Person : Dr. E. Jerome Xavier, Principal, Indian Academy Degree College

(Autonomous), Bangalore.

Topic: Organizing programmes for advanced learners and slow learners

Focal Points:

- Difference between development and transformation
- Teaching Pedagogy
- Role of a Teacher
- Principles of an outstanding teacher
- Advanced Learners
- Slow Learners

SESSION IV

Resource Person: Dr. Binu Thomas

Associate Professor of Computer Science,Marian College, Kerala

Topic*:* ICT for effective teaching – LMS, E-learning resources

Focal Points:

- ICT

- Technology oriented learning
- Online platforms for teaching and learning
- Mobile applications for ICT

31.01.2020:   Day 02

SESSION V

Resource Person: Dr. B. S.Madhukar, Former Adviser & General Council Executive Committee Member NAAC, Member of Assessment Committee (YCB) Ministry of AYUSH.

Topic*:* Mentoring, Capability Enhancement and Development schemes

Focal Points:
- Importance of understanding the NAAC Manual, SOP and Glossary
- Technology aided learning
- Mentoring and Tutoring – outcome based

SESSION VI

Resource Person : Dr. N.Jayasankaran

> **Former Vice Chancellor, Kanchi University, Director General, BIM, Trichy Advisor, NMIMS University Advisor, VIT Business School**

Topic: Integrating cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into Curriculum

Focal Points:
Cross cutting issues relevant to Gender
- Cross cutting: an explanation
- Sustenance Development goals
- Cross cutting issues relevant to Environment and sustainability
- Environmental Sustainability
- Lead as a model

- Be specific
- Cross cutting issues relevant to human values and professional ethics
- Difference between professional and professionalism

Dr.Bindiya M Varghese, Dean, Rajagiri College of Social Sciences, Kalamassery, Kochi and Dr.Saritha A, Associate Professor, Dept of Business Administration, Ettumanoorappan College, Ettumanoor, Kottayam District, Kerala shared the session along with the Resource Person and gave their inputs related to the topic.

SESSION VII

Resource Person : **Dr. G. Mohan Ganesh,**

Controller of Examinations, VIT, Vellore

Topic: Evaluation process and reforms

Focal Points:
- Curriculum Structure
- Course flowchart
- Interdisciplinary courses
- Model – VIT
- Good practice in examination system
- Execution of Examination Process
- Reformation
- Digital Evaluation

SESSION VIII

Resource Person: **Dr. J. Madhavan**

Assistant Professor of Chemistry, Thiruvalluvar

University, Vellore.

Topic: Value added courses imparting transferable and life skills. Courses focusing on employability/ Entrepreneurship/ skill development (Curriculum)

Focal Points:

- Value added courses – context
- Courses for various disciplines- examples from Thiruvalluvar University
- Courses related to employability, entrepreneurship and skill.

ONE DAY WORKSHOP ON SOCIALLY RELEVANT RESEARCH AND RESEARCH FUNDINGS
22.02.2020

Auxilium College (Autonomous), Vellore, the Mentor institution encouraged St. Joseph's College of Arts and Science for Women, Hosur to organize a one-day workshop. As a resullt, St. Joseph's College of Arts and Science for Women, Hosur organized a one-day workshop on "Socially Relevant Research and Research Funding" on 22.02.2020.

Resource Person: Dr. Vincent, Dean of Research wing, Loyola College, Chennai -24

Around 80 staff members from St.Joseph's College of Arts and Science participated in the workshop and Mrs.M.D.Lalith Priya, Assistant Professor, Dept. of Commerce Auxilium College (Autonomous), Vellore, was present on behalf of the Mentor institution to assist the Mentee in organizing the workshop. The Resource Person Dr. Vincent, highlighted the following:

- Writing an original research article
- Writing an abstract
- Why articles are rejected
- Tips for effective Scientific Writing
- Journals
- Research in Higher Education institutions and its impact,
- Research, Conviction and Determination.

The following ideas for research funding were also given:

- Innovative and potential project submission.
- Paper publication.
- Writing proposals compatible to the objectives of funding agencies.
- Inter-disciplinary research.
- Priority for differently abled candidates.
- Funding agencies and Fellowships

The participants considered the workshop as highly informative and effective

Guest Lecture by the Mentee College

24.02.2020

Don Bosco College, Dharmapuri with guidance from Auxilium College (Autonomous), Vellore, the Mentor institution, organized Guest Lectures on different topics under the PARAMARSH Scheme.

Mrs. N. Shree Rekha, Librarian**,** Auxilium College (Autonomous), Vellore, the resource person elaborated the importance of using innovative technology in the library and emphasized on the open sources available online, both paid and free.

Dr. A. Sabarmathi, Assistant Professor of Mathematics, Auxilium College (Autonomous), Vellore**,** dealt with the importance of the student induction programme. She elaborated on the ways of to make students feel comfortable in the new environment and help ways to make them building a rapport with other students following SAGE (Socializing, Associating, Governing and Experiencing). A bridge course was also suggested.

Dr. B. Scholastica Mary Vithiya, Assistant Professor of Chemistry, Auxilium College (Autonomous), Vellore expounded on Academic and Administrative Audit (AAA). The discussion focused on the following aspects:

- Importance of internal audit (once in 3 years) and external audit (once in 5 years) in the academic year (1 July to 30 June) as per NAAC and financial year (1 April to 31 March).
- Importance of conducting Co-curricular and extracurricular activities.
- Need for implementing Outcome Based Education (OBE)
- Administrative Audit must have vision, mission and goal
- Institutional distinctiveness of the College
- Bench mark of the College
- Importance of AAA before submission of Self-study report to NAAC.

WORKSHOP ON "DOCUMENTATION AND CRITERIA 1 & 2 OF RAF OF NAAC"

29.02.2020

A workshop was organized by Immaculate College for Women, Viriyur based on the guidelines provided by Auxilium College (Autonomous), Vellore, the Mentor institution under the PARAMARSH Scheme.

The resource persons for the one-day workshop on Documentation and Criteria 1&2 of RAF were:

1. **Dr Joe Jesudurai**, Accreditation Ambassador, Former Head and Associate Professor, Department of Physics, Loyola College, Chennai – 34.

2. **Dr Ordetta Mendoza**, Programme Coordinator, Xavier Board of Higher Education in India, Associate Professor of Botany (Retd) Stella Maris, Chennai

The workshop focused on documentation requirements of Criteria 1&2 of RAF of NAAC.

Each criterion along with the key indicators was clearly explained by both resource persons. Each key indicator was explained with focus on:

- The distribution of weightage
- Writing description
- File description
- Uploading information
- Linking of additional information
- Data requirements
- Documents needed
- Specific Instructions to HEI
- Points to be avoided

The sessions were highly interactive and informative for the Mentee College.

PARAMARSH REPORT

Auxilium College (Autonomous), Vellore

March 2020 to August 2020

GUEST LECTURES ON – STUDENT INDUCTION PROGRAMME, ACADEMIC AND ADMINISTRATIVE AUDIT AND CRITERIA 3 IN RAF

05.03.2020

Based on the insight from Auxilium College (Autonomous),Vellore, the Mentor institution, St. Joseph's College for Women, Hosur organized Guest Lectures under the PARAMARSH Scheme of UGC.

Guest Lectures on "Student Induction Programme", "Academic and Administrative Audit" and "Criteria 3 in RAF" were delivered on 05.03.2020.

The first session was on "Student Induction Programme" by **Dr.Sabarmathy**, Assistant Professor of Mathematics, Auxilium College,(Autonomous), Vellore. Dr.Sabarmathy highlighted on the objectives of the induction Programmes:

- Make students feel comfortable in the new environment
- Open them up
- Set a healthy daily routine
- Create a bond with faculty and other students

It was notified that the Induction programme would rectify a few lacuna and sensitize the students in exploring students' academic interest and activities, reducing competition and making them work for excellence, build relations between teachers and students and overall personality development.

Ms. Sathya, Assistant Professor of Commerce, Auxilium College (Autonomous), Vellore, handled the session on "Academic and Administrative Audit". Ms. Sathya explained the process of the Academic and Administrative Audit enabling an evaluation of the performance of the various departments and the Institution, and gave suggestions for further improvement on:

- Quality of teaching

- Administration

- Curricular/ Co-curricular activities

- Extra-curricular activities

- Research activities

Designing effective teaching and learning processes, developing student assessment and assuring quality education were also discussed.

Dr.V.S.Gowri, Assistant Professor of Chemistry, Auxilium College, (Autonomous), Vellore, discussed "Criteria 3 in RAF (Revised Accreditation Framework)". Research, Consultancy and Extension were explained in detail. Dr.V.S.Gowri also facilitated an insight on the Policies, Practices and outcomes of the institutions with reference to Research, Consultancy and Extension.

The lectures succeeded in giving a clear picture on the students' progression, academic and administration involvement, quality teaching and research policies useful to the participants of the Mentee College.

GUEST LECTURES ON THE IMPORTANCE OF LIBRARY SERVICES, EXTENSION ACTIVITIES AND BEST PRACTICES

05.03.2020

Immaculate College for Women, Viriyur, one of the Mentee Colleges organized Guest Lectures as a result of constant motivation from Auxilium College (Autonomous), Vellore, the Mentor College under the PARAMARSH Scheme of UGC on 05.03.2020 on "The Importance of Library Services, Extension activities and Best Practices".

The resource persons for the guest lectures and the topics were,

1. **Ms N. Shree Rekha,** Librarian Auxilium College,(Autonomous), Vellore - "Importance of Library Services",

2. **Dr N. Sofia,** Assistant Professor, Department of Sociology, Auxilium College,(Autonomous) Vellore - "Extension activities"

3. **Ms S. Valentine Usha Kalaichelvi,** Assistant Professor, Department of Commerce, Auxilium College (Autonomous),Vellore - "Best Practices"

   The lectures aimed at,

1. **Criterion III - 3.6 – Extension Activities**
2. **Criterion IV - 4.2 -Library as a Learning Resource**
3. **Criterion VII - 7.2 Best Practices**

The key indicators of these criteria were clearly explained by the resource persons, with relevant examples. The Guest Lectures were interactive, and the faculty members raised questions on different aspects and sought clarification. The participants were completely satisfied regarding the programme.

GUEST LECTURE ON "EFFECTIVE DOCUMENTATION AND CRITERIA 1 & 2 OF RAF"

06.03.2020

Auxilium College of Arts and Science for Women, Regunathapuram was encouraged to organize Guest Lectures under the PARAMARSH Scheme of UGC by Auxilium College (Autonomous), Vellore, the Mentor institution on 06.03.2020.

Ms. Lalith Priya M.D., Assistant Professor of Commerce, Auxilium College (Autonomous), Vellore, delivered a Guest Lecture on "Documentation**"**. The lecture focused on the importance of documentation, geo tagging, Quantitative and Qualitative metrics, gender equity and a list of the 7 criteria and the documents needed in relevant formats as per NAAC requirements.

Dr. T. Auxilia Antony, Assistant Professor of Commerce, Auxilium College (Autonomous), Vellore, delivered a lecture on "Creativity and Entrepreneurship". Dr. T. Auxilia Antony encouraged the faculty with games and puzzles and differentiated the terms employer and entrepreneurs, creativity and innovation. The resource person referred to the six thinking hats with reference to the Entrepreneur and also the four steps to follow to have an entrepreneurial creativity. Personality traits development that could help the students become entrepreneurs was also highlighted.

Dr. T. Anitha, Asstistant Professor of Botany, Auxilium College (Autonomous), Vellore, in her lecture on "Solid and Liquid Waste Management" focused mainly on SLWM also referring to segregation, recycling and progression. The lecture included the roles and responsibilities of community while handling waste by the processes:

    i. **Reuse**
    ii. **Recycle**
    iii. **Energy Recovery**

WORKSHOP ON DOCUMENTATION AND CRITERIA 2 & 5 of RAF

07.03.2020

A workshop was organized by Don Bosco College, Dharmapuri with encouragement from Auxilium College (Autonomous), Vellore, the Mentor College under the PARAMARSH Scheme of UGC.

A workshop on "Documentation and criteria 2 & 5 of RAF" was organized. The resource persons were

1. Dr. Augustine Arul Prasad, IQAC Coordinator, DGVC, Chennai,
2. Dr. Srikanth, Dean, Academics, DGVC, Chennai and
3. Dr Scholastica Mary Vithiya, IQAC Coordinator, Auxilium College, Vellore.

Dr. Srikanth discussed the following points:

- Students' enrollment and profile
- Catering to student's diversity
- Teaching and learning process
- Teacher profile and quality
- Evaluation process and reforms

Dr Augustine discussed on:

- Students support
- Student progression
- Student participation in activities
- Alumni engagement

Dr Scholastica discussed on

- Student satisfaction survey
- SOP of criteria 2 and 5

The workshop was highly informative and useful for the participants of Mentee College.

WORKSHOP ON "EFFECTIVE DOCUMENTATION AND CRITERIA 1 & 2 OF RAF"

07.03.2020

A workshop was organized by Auxilium College of Arts and Science for Women, Regunathapuram with support from Auxilium College (Autonomous), Vellore the Mentor College for the Mentee College under the PARAMARSH Scheme of UGC. Below is a summary of the various sessions of the workshop.

Session I

Resource Person: Dr. Alfred Cecil Raj

IQAC- Co-Coordinator, Department of Physics St. Joseph College, Trichirappalli

Topic: Institutional Preparedness

Dr. Alfred Cecil Raj gave a brief introduction about the Revised Accreditation Framework, core values, and quality assurance at the institutional level after which the session concentrated on the institutional core values preparation and documentation regarding in "pre – submission, during sub-mission and post sub-mission. Dr. Alfred Cecil Raj highlighted the following was highlighted for quality assurance and quality enhancement at the institutional at the level:

QUALITY ASSURANCE

- Qualification of teaching staff- SET, NET, with Ph.D
- Learning resources – library, e. books, online resources
- Policy and procedures admission policy
- Student Satisfaction Survey

QUALITY DIMENSIONS

- Tangibility
- Competence
- Attitude
- Content
- Delivery
- Reliability

CORE VALUES OF NAAC ACCREDITATION

- Contribution to national development – friendly eco system , usage of LED bulb, Solar system
- Fostering global competencies among students –MoUs with neighbourhood agencies, Institutions, bodies etc...
- Inculcating value system to the staff & students – skill development among the students
- Promoting use of technology- ICT enabled campus
- Quest for excellence – using SSR

Dr. Alfred Cecil Raj elaborated on the RAF and prior NAAC assessment models and also explained some of the new parameters introduced in the RAF. The session was concluded with an overview on the support needed for accreditation at the institutional level:

i) Institutional support   ii) Staff level support   iii) Student level support.

Session II

Resource Person: Dr. Ordetta Mendoza

Programme Coordinator, Xavier Board of Higher Education in India, Associate Professor of Botany (Retd) Stella Maris, Chennai

Topic:SevenCriteria with Key Indicators

Dr. Ordetta Mendoza started her session with seven criteria wise key indicators and its weightage for better understanding on:

- Self Study Report preparation,
- Data templates with necessary information for preparation of document in excel format, formulas for computing percentage
- Average in different cases,
- What to include and avoid in the preparation of SSR.

Dr. Ordetta Mendoza detailed on the following key indicators

- Curricular aspects – CBCS, elective course system
- Value added course, certificate course,
- Gender equity program, human values
- Feedback system
- Student enrolment and their profile
- Ratio of student and teachers
- Evaluation process and reforms
- ICT Class rooms – Google class room, smart classes, interactive videos
- Governance
- Reservation of admission
- Best practices – Mentor and Mentees ratio.

Session III

Resource Person: Dr. Joe Jesudurai NAAC Accreditation Ambassador Former Head

and Professor Department of Physics

Topic: FAQ's of NAAC

The Accreditation Ambassador concluded the workshop with a discussion with the faculty members. Dr. Joe Jesudurai insisted that the Mentee Institution prepare documents without any fake data and assured his guidance and support to the Mentee College in appearing for the first submission of NAAC Accreditation.

GUEST LECTURES ON "WORK ETHICS, STUDENT INDUCTION PROGRAM AND ORIENTATION TO ADMINISTRATIVE STAFF ON NAAC PROCEDURES"
10.03.2020

Loyola College, Vettavalam, the Mentee College organized Three Guest Lectures with motivation from Auxilium College (Autonomous), Vellore the Mentor College as per the PARAMARSH Scheme of UGC. Loyola College, Vettavalam organized Guest Lectures on Work Ethics, Student Induction program and Orientation to Administrative Staff on NAAC Procedures .The lectures were delivered by Dr. Scholastica Mary Vithiya, Assistant Professor of Chemistry, Auxilium College (Autonomous), Vellore, Dr.S.Uma Mageswari, Assistant Professor of Business Administration, Auxilium College (Autonomous), Vellore and Dr. Sabarmati, Assistant Professor of Mathematics, Auxilium College (Autonomous), Vellore. A very clear insight was given on the objectives of students induction programme, Work Ethics of Teaching and Administrative staff and NAAC procedures.

WORKSHOP ON TEACHING – LEARNING – EVALUATION& OUTCOME BASED EDUCATION

14.03.2020

A workshop was organized by Don Bosco College (Co-Ed), Yelagiri Hills based on the guidelines from Auxilium College (Autonomous), Vellore, the Mentor College as per the PARAMARSH Scheme.

The workshop started with an inauguration, Fr Thaddeus SDB, Principal, DBCY, noted that the workshop is an initiative of the College towards quality education. He insisted that to bring in quality, one must focus on Bloom's taxonomy while imparting knowledge. One should help students in higher order thinking rather than lower order thinking.

SESSION I

Resource Person: Dr Srikanth, Dean-Academics, DG Vaishnav College, Chennai.

As part of the teaching and learning process the following were suggested:

- More activities (such as role play and case study) apart from chalk and talk.
- To have a You-Tube channel for the College, where videos can be uploaded after validation. Mentor could be allotted for students until he/she completes her UG /PG program with an average ratio of Mentor-Mentee could be 1:15.
- Evidences for every meeting held should be maintained.
- Evidences must also be maintained for every activity conducted or the ICT tools used.

- Slow learners could be supported by Peer learning, English language learning, bridge courses, e-content etc.
- Advanced learners could be supported by way of internships, research lab, research publication, coaching for CAT, MAT exams, enroll in MOOC courses etc.
- Every activity conducted for slow learners and advanced learners should be enclosed with the appropriate report that includes the attendance sheet, module covered, test marks etc.
- Engage the alumni in addressing the first year students during the orientation programme conducted at the beginning of every academic year.
- Alumni could also be engaged in conducting mock interviews and helping build the resumes for final year students.
- Calculate the attainment of PO and COs the same for CIEs conducted at the College.

In the second session on Outcome-based education, Dr Srikanth insisted that the PEOs defined have to be aligned with the Vision and mission of the College. To ensure that the course outcomes are achieved, the staff must execute the course with proper planning. He suggested that the plan prepared at the beginning of the semester should have the planned date, which must not be accessible for modification later. The staff must be able to enter only the actual date of completion. He shared samples of PEOs aligned with the mission and vision of the College.

Regarding Student Satisfaction Survey Dr. Scholastica added that the students must be aware of the survey and hence handed a few brochures to be pasted on the walls of classrooms.

GUEST LECTURES ON STUDENT INDUCTION PROGRAMME & AAA
18.03.2020

Don Bosco College (Co-Ed) Yelagiri Hills, the Mentee College organized two Guest Lectures with motivation from by Auxilium College (Autonomous), Vellore the Mentor College as per the PARAMARSH Scheme. A Guest Lecture "Student Induction Programme" and "Academic and Administrative Audit" was conducted on 18 March 2020, at Don Bosco College (Co-Ed), Yelagiri The resource persons were Dr.Sabarmathy, Dr. S. Uma Mageswari, Asst. professors of Auxilium College; Vellore. The topics were very useful to work on NAAC.

The first session was on "Student Induction Programme" by Dr.Sabarmathy, Assistant Professor of Mathematics, Auxilium College,(Autonomous), Vellore. Dr.Sabarmathy highlighted on the objectives of the induction Programmes:

- Make students feel comfortable in the new environment
- Open them up
- Set a healthy daily routine
- Create a bond with faculty and other students

It was brought to notice that the Induction programme would rectify a few lacuna and sensitize the students in exploring students' academic interest and activities, reducing competition and making them work for excellence, build relations between teachers and students and overall personality development.

The AAA was handled by Dr. S. Uma Mageswari, Assistant Professor of Business Administration, Auxilium College (Autonomous), Vellore. She explored the Academic and Administrative Audit to evaluate the performance of the various departments of the Institution and gave suggestions for further improvement of the quality of teaching, administration, curricular, extra-curricular and research activities. The objectives such as designing effective teaching and learning processes, developing student assessment and assuring quality education were discussed.

WEBINAR ON NAAC – CRITERION V
14.05.2020

The IQAC of Auxilium College (Autonomous), Vellore in association with the IQAC of Don Bosco College (Co-Ed) , Yelagiri Hills, organized a webinar on Student Support and Progression – NAAC Criterion V on 14.05.2020 from 11.00 to 12.00 noon via Google Meet for the Mentee Colleges under the PARAMARSH Scheme of UGC. Dr. Bernard D'Samy, Head, Department of History (Retd), Loyola College, Chennai, the newly appointed Accreditation Ambassador was the resource person. There were 45 participants from the six Mentee Colleges and the Mentor College.

Dr.S.Uma Mageswari, Assistant Professor of Business Administration, Auxilium College, (Autonomous), Vellore welcomed the participants and introduced the Resource Person. The Resource talk was a detailed explanation on Criterion V and the four Key Indicators. The nuances in understanding and working on Student Support, Progress, Participation and Activities and Alumni Engagement were spelled out. The Resource Person facilitated an accurate understanding of the terms, conditions and requirements under the Criterion referring to the NAAC Manual and SOP. The participants were highly satisfied with the clarity of presentation and the attempt to demystify the Criterion. A discussion was initiated to allow the Mentee College participants to clarify their doubts and present their queries. Issues regarding

Scholarships, documentation and the website were presented and clarifications were provided. The Webinar was moderated by Ms. Gowri B.V., Head and Assistant Professor of Microbiology, Auxilium College,(Autonomous), Vellore. The vote of thanks was proposed by Ms. M D Lalith Priya, Assistant Professor of Commerce, Auxilium College (Autonomous), Vellore.


WEBINAR ON GOVERNANCE, LEADERSHIP AND MANAGEMENT & INSTITUTIONAL VALUES AND BEST PRACTICES - CRITERIA 6 & 7
23.05.2020

The IQAC of Auxilium College (Autonomous), Vellore organized an Online Webinar on 23.05.2020 on Governance, Leadership and Management & Institutional Values and Best practices # NAAC - Criteria 6 & 7 in continuance with the previous criteria. The webinar was meant for all the Mentee Colleges under the PARAMARSH Scheme of UGC. Five participants from all the Mentee Colleges were encouraged to participate in the webinar. Dr.Bernard De Samy, the Accreditation Ambassador was the Resource Person for the Webinar.

The workshop was an attempt to help the participants to understand the Criteria 6 & 7 and apply the same in their respective institutions. Dr Bernard De Samy clearly explained both the criteria and clarified the doubts raised by the participants. Dr. S. Uma Mageswari, Assistant Professor of Business Administration, Auxilium College (Autonomous), Vellore was the moderator of the Webinar. Dr. (Sr.) Regina Mary, Principal, Auxilium College (Autonomous), Vellore addressed the participants. On the whole the webinar was very useful. Dr.B.V.Gowri, Assistant Professor of Chemistry, Auxilium College (Autonomous), Vellore proposed the vote of thanks.
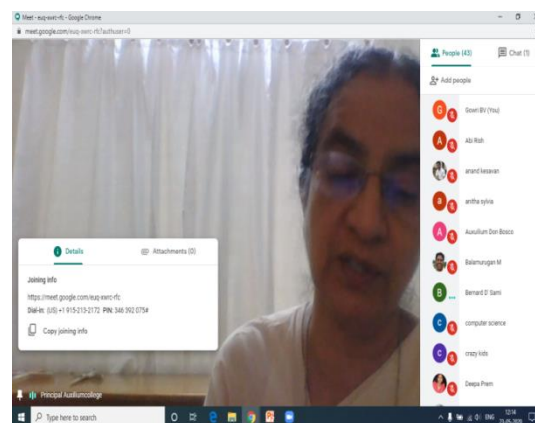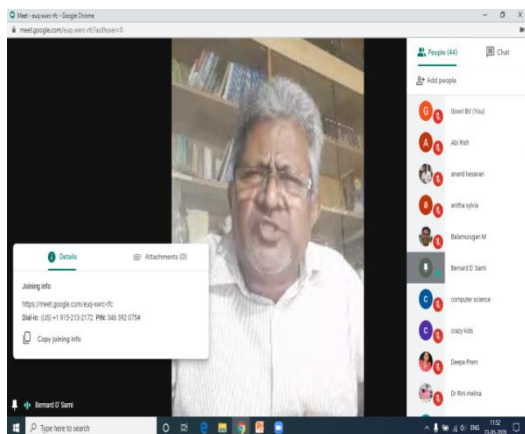
All the above programmes targeted the Mentee Colleges. There was very good participation and all the doubts were clarified.

INTERNATIONAL FACULTY DEVELOPMENT PROGRAMME (ONLINE) EVOLVING BEST TEACHING AND LEARNING PRACTICES IN THE PANDEMIC ERA 2020

15.06.2020 – 21.06.2020

An International FDP was organized by The Board of Management, Auxilium College (Autonomous), Vellore. The six Mentee Colleges were invited to participate in the programme as part of the PARAMARSH Scheme activities. The Programme comprised of four sessions per day. The details of the resource persons and topics are as follows:

1. Millenial Generation Psychology – Rev. Dr. Sundar Wilson, Rector Anugraha Capuchin Institute of Counselling, Psychotherapy and Research, Dindigul

2. Online Language Course Design: Moving on the Right Track – Prof. Ishaq Al Naabi, English Language Center, Nizwa College of Technology, Sultanate of Oman

3. Tools and Techniques for Effective Teaching Online and Offline – Mr. Sasidhar, Head of the Professional Development Unit, Prince Sattam Bin Abdul Aziz University, Saudi Arabia

4. Rubrics for Assessment – Rev. Dr. Thaddeus S. SDB, Vice Rector & Principal, Don Bosco College (Co-Ed), Yelagiri

5. English for Effective Teaching – Dr. Xavier Amaladoss A., Director, Mejel & Mejel Academy, Chennai Former Director of Studies, Fulham & Chelsea College, London

6. Learning Objectives: Its Role in Curriculum Development and Delivery – Dr. David Rajesh, Department of Business Studies, College of Technology, Sultanate of Oman

7. Creating a Positive Narrative in Classrooms – Dr. M. Mary Jayanthi, Vice Principal, Assistant Professor of English, Holy Cross College (Autonomous), Tiruchirapalli

8. Prof. Manoj Manuel, English Language Center, Higher College of Technology, Muscat.

9. Achieve Goals using Soft skills in Present Scenario – Dr. Yogesh S. Kashikar, Associate Professor, Head of the Department of English, Shriram Kala Mahavidhyalaya, Maharashtra

10. Academic Writing – Dr. Jayalakshmi, Tamil Nadu Agricultural University College and Research Institute, TNAU, Killikulam, Vallanad

11. Governance and Financial Management Capacity Building – Rev. Fr. Xavier Pakiam SDB, Rector and Correspondent, Don Bosco HSS and DB Schools of Excellence, Egmore, Chennai

12. A Selasian Way of Being an Educator – Rev. Fr. Arockia Doss SDB, Rector, Don Bosco SIHARAM, Professor of Spiritual Theology, Tiruvanamalai

Owing to COVID -19 there was no possibility of physical contact with the Mentee Colleges. Despite the pandemic situation that prevented physical contact, efforts were taken to encourage the Mentee Colleges to prepare the SSR. Four Mentee Colleges prepared their SSR criterion wise and sent it to the Mentor College. The accreditation ambassador, IQAC coordinator and the project staff went through the report and comments and recommendations were put forward to refine the SSR. The Mentee Colleges were working on the SSR report as per the comments, suggestions and recommendations provided by the Mentor College. There is a regular follow up regarding the preparation of SSR by the Mentor College.

PARAMARSH REPORT

Auxilium College (Autonomous), Vellore
September 2020 to February 2021

A National Webinar on NEP 2020 and focus on Technology was organized by Auxilium College (Autonomous), Vellore, the Mentor College.

Prof. A.K Bakshi, Vice Chancellor, PDH University, Bahadurgarhm, Chairman GAD, TLC of MHRD and Dr. Vimal Rarh, Project Head, Technology learning centre of MHRD, Govt. of India were the speakers for the day. This Webinar highlighted the benefits and new amendments in the National Education Policy 2020.
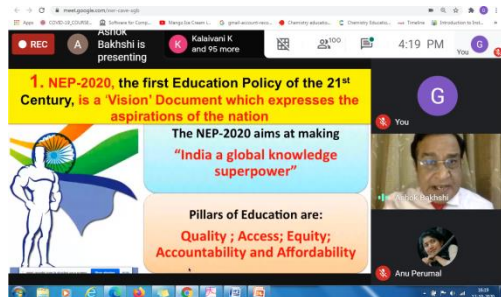
Immaculate College for Women, Viriyur
Auxilium College of Arts & Science for Women, Regunathapuram
24.11.2020

Immaculate College for Women, Viriyur and Auxilium College of Arts & Science for Women, Regunathapuram , under the guidance provided by Auxilium College (Autonomous), Vellore, the Mentor College, organized a webinar on Criteria I & V on 24 November 2020. The webinar was jointly organized by Immaculate College for Women, Viriyur, Auxilium College of Arts and Science for Women, Regunathapuram, Auxilium College (Autonomous), Vellore.

The resource person of the webinar Dr.A.Felix, IQAC Coordinator, Immaculate College for Women, Viriyur , elaborated on Criteria I & V and had an interactive session with the participants. He also clarified the queries of the participants. All the registered participants were provided with E-certificates.
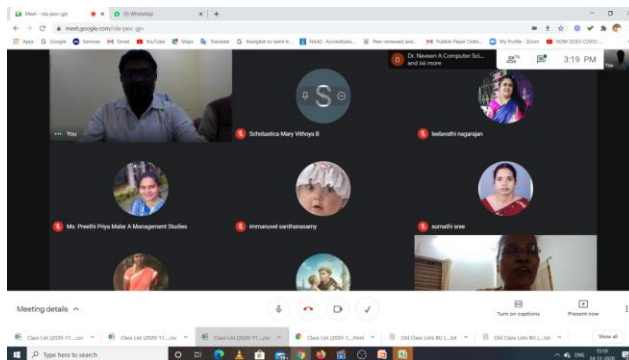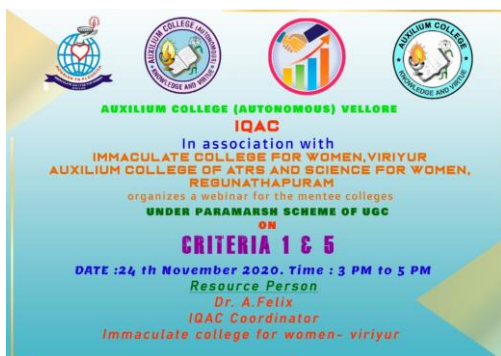
St. Joseph's College for Women, Hosur

27.11.2020

As per the insight provided by Auxilium College (Autonomous),Vellore the Mentor College to St. Joseph's College for Women, Hosur the Mentee College organized a webinar on Criterion II under the PARAMARSH Scheme of UGC on 27 November 2020.

The webinar was jointly organized by St. Joseph's College for Women, Hosur and the Mentor College Auxilium College (Autonomous), Vellore exclusively for the Mentee Colleges.

The Resource person of the webinar Dr. Bernard D'Samy, the Accreditation Ambassador, elaborated on Criterion II and had an interactive session with the participants. He also clarified the queries of the participants. Dr. Dhina Suresh , the IQAC coordinator St. Joseph's College for Women, Hosur proposed the vote of thanks. All the registered participants were provided with E-certificates.
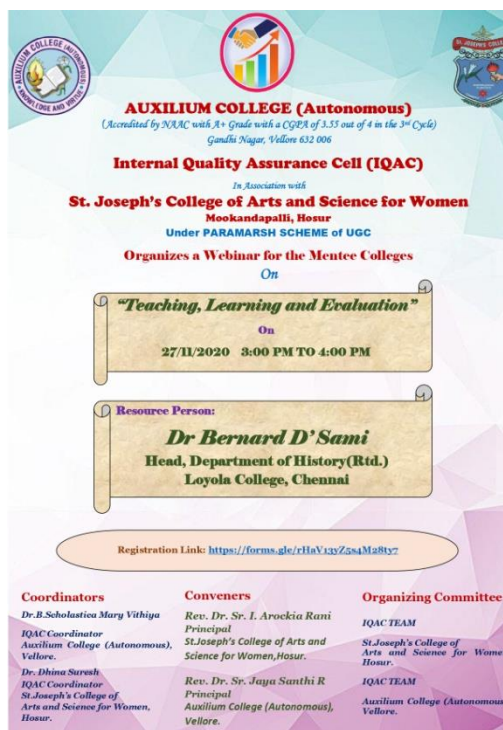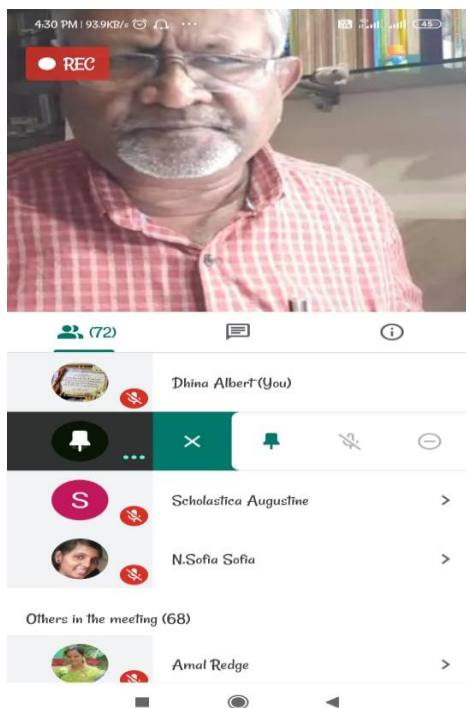
Don Bosco College (Co-Ed), Yelagiri Hills
01.12.2020

A workshop was organized by Don Bosco College (Co-Ed), Yelagiri Hills based on the guidelines provided by Auxilium College (Autonomous), Vellore, the Mentor College under the PARAMARSH Scheme on 1 December 2020. The webinar was jointly organized by Don Bosco College (Co-Ed), Yelagiri Hills and the Mentor College Auxilium College (Autonomous), Vellore, exclusively for the Mentee Colleges on Criteria-III 'Research Innovation & Extension'.

The resource person of the webinar Dr. A. Clement King , elaborated on Criteria III and had an interactive session with the participants. He also clarified the queries of the participants. Dr. A. Clement King also discussed certain aspects of Criterion III and briefed on the procedure for completing each criteria. All the registered participants were provided with E-certificates.

Loyola College, Vettavalam

09.12.2020

Loyola College, Vettavalam, the Mentee College organized a webinar with motivation from Auxilium College (Autonomous), Vellore the Mentor College under the PARAMARSH Scheme of UGC on 9 December 2020. The webinar covered various aspects of the Criteria VI and VII in the RAF. The webinar was jointly organized by Loyola College, Vettavalam and Auxilium College (Autonomous), Vellore, exclusively for the Mentee Colleges.

The webinar started with an inauguration with a briefing on Criterion VI and VII in the RAF. The resource person of the webinar Dr. A. Joseph Dorairaj, Professor & Dean, NAAC Assessor, Gandhigram Rural Institute, Deemed University elaborated on Criteria VI and VII in the RAF and had an interactive session with the participants. He also clarified the queries of the participants. Dr.Deepa Prem, IQAC Coordinator, Loyola College, Vettavalam proposed the vote of thanks. All the registered participants were provided with E-certificates.

Don Bosco College, Dharmapuri
12.12.2020

Don Bosco College, Dharmapuri under the guidance provided by Auxilium College (Autonomous), Vellore the Mentor College, organized a webinar on Criteria-IV Infrastructure and Learning resources on 12 December 2020. The webinar was jointly organized by Don Bosco College, Dharmapuri and the Mentor College Auxilium College (Autonomous), Vellore exclusively for the Mentee Colleges under the PARAMARSH Scheme of UGC.

The resource person of the webinar Dr.C.Antony Raj SDB , elaborated on Criterion IV and had an interactive session with the participants. He also clarified the queries of the participants. Mr.Vadamalai, the IQAC coordinator from Don Bosco College, Dharmapuri proposed the vote of thanks. All the registered participants were provided with E-certificates.
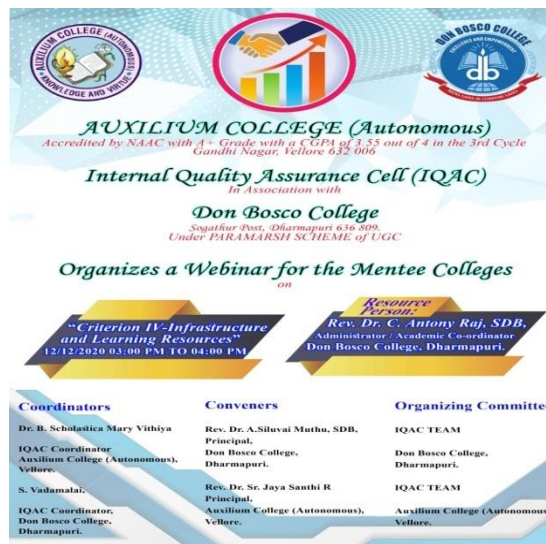
ACADEMIC AND ADMINISTRATIVE AUDIT

20.02.2021

The Academic and Administrative audit was conducted by an external peer team of 4 members comprising of Dr. A. Xavier Mahimairaj, Associate professor of Commerce, Loyola College (Autonomous), Chennai, Dr. V S Gowri, Assistant Professor of Chemistry, Auxilium College (Autonomous), Vellore and Dr. B. Bindu, Directress of Physical Education, Auxilium College (Autonomous), Vellore along with Dr. Bernard D' Sami, Accreditation Ambassador, UGC-PARAMARSH programme, Auxilium College (Autonomous), Vellore, as the chairperson. The audit team visited the College on 20 February 2021 with a tentative agenda given by the Principal, Loyola College, Vettavalam. The visit began with the warm welcome by the Principal, Vice-principal and the IQAC coordinator of the College.

After a short prayer, a brief introduction about the College and the various courses and activities of the College were presented for nearly 40 minutes by the Principal. Then, the IQAC Coordinator of Loyola College, Vettavalam guided the team to visit the various departments and facilities which enabled brief interactions with the faculty of each department. During the visit to the departments, the documentation details were verified by Dr. V. S Gowri and Dr. B. Bindu while the presentation by the department faculty was monitored by Dr. Bernard D' Sami and Dr.

Xavier Mahimairaj. The peer team had a meeting with the Alumni of the College by the evening for about 40 minutes. The visit came to an end with an exit meeting followed by a photo session of the team with the faculty of Loyola College,Vettavalam. In the exit meeting, Dr. Xavier Mahimairaj gave his expert opinion and suggestion on how to present the data criteria wise to the NAAC team. Dr.V.S.Gowri discussed the major concerns about the files and registers maintained by the departments. The Peer team chairperson Dr. Bernard D' Sami summarized the overall opinion of the team on their visit to various departments and gave his suggestions on working together for NAAC Accreditation based on his previous experiences.

PARAMARSH REPORT

Auxilium College (Autonomous), Vellore

March 2021 to September 2021

Loyola College – Vettavalam

24.08.2021

Dr.Bernard D' Samy, the Accreditation Ambassador, Dr.Xavier Mahimairaj, Former IQAC Coordinator, Loyola College, Chennai, carried out an SSR motivational visit on 24.08.2021 to Loyola College, Vettavalam. They motivated the Principal , IQAC Coordinator and staff of Loyola College,Vettavalam on SSR Preparation.

Immaculate College For Women, Viriyur

22.09.2021

Dr. Bernad D' Samy, the Accreditation Ambassador, Dr.M.D. Lalith Priya, Head in charge, Department of Commerce and Dr. V.S.Gowri, Assistant Professor, Department of Chemistry from Auxilium College, Vellore, carried out an SSR motivational visit on 22 September 2021 to Immaculate College for Women, Viriyur. The prime focus of the visit was to ensure consistency in the preparation of the SSR and to evaluate the preparedness of the Mentee College and furnish feedback on the progress. A Guest Lecture was delivered as proposed in the schedule. Dr. Bernad D'Samy, the Accreditation Ambassador delivered the keynote address. Dr.

Bernard D'Samy spelled out the importance of aspiring for an "A" Grade, the factors governing NAAC, SSS and NEP, and the significance of documentation. An assessment of the work done related to the SSR resulted in the team identifying certain areas the institution required strengthening. The same was articulated in the presence of the Principal, IQAC Coordinator and the staff of the College. It was an interactive session with the faculty members. Rev. Sr. Dr. A. Fathima, Principal and Secretary of ICW, Viriyur motivated the faculty members and expressed her gratitude to the team.
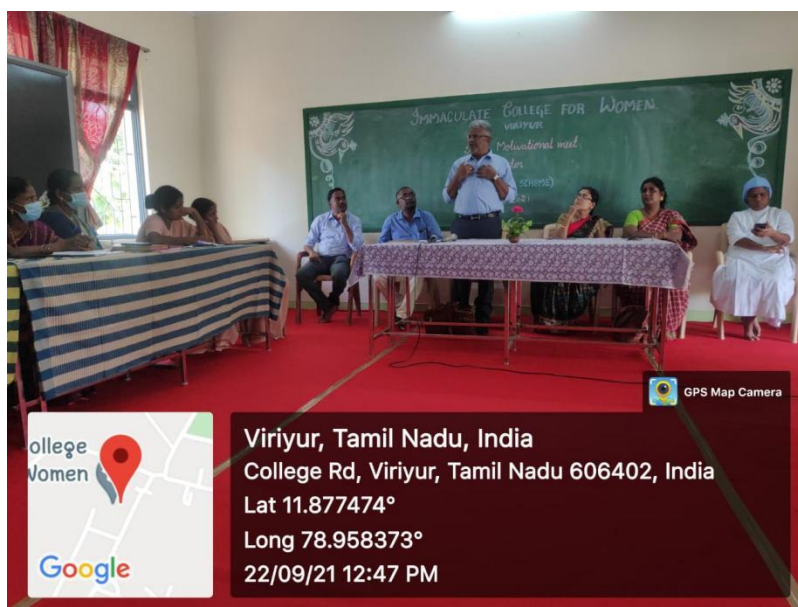
Don Bosco College – Dharmapuri

24.09.2021

A scheduled motivational visit to Don Bosco College, Dharmapuri was carried out by Accreditation Ambassador, Dr. Bernard D' Samy and Dr. S. Uma Mageswari and Dr. J. Papeetha from Auxilium College, the Mentor Institution. Rev. Fr. A. Siluvai Muthu, Principal, Don Bosco College along with all the IQAC members and Heads of various departments and College Librarian of Don Bosco College, Dharmapuri attended the orientation session. Guest Lectures were part of the proposed schedule. Dr. Bernard D'Samy encapsulated the process of SSR preparation. The Mentee Institution was appreciated concerning activities and methodology

adopted in the institution. This was the aftermath of a careful examination conducted by the Accreditation Ambassador and the Mentor institution of the work carried out by the Mentee institution in relation to the SSR. A checklist was also proposed by the Accreditation Ambassador. The supporting documents further required were also spelled out. Suggestions for improvement were also advocated. Dr. S. Uma Maheswari and Dr. Papeetha also offered their suggestions and feedback. The meeting concluded with a vote of thanks proposed by the IQAC coordinator Mr. Vadamalai.

St. Joseph'S College – Hosur

25.09.2021

As a part of PARAMARSH Scheme sponsored by UGC, the accreditation ambassador Dr Bernard De Samy, resource person Dr Joseph Durai along with the project staff Ms M D Lalith Priya, Asst.Prof of Commerce and Dr S Uma Mageswari, Asst.Prof of Business Administration of the Mentor institution visited St Joseph's College, Hosur on 25.09.21 for a Guest Lecture on SSR Preparation and utilize the visit to examine the preparedness of the Institution by checking the documents required. After a briefing by the Principal of the Mentee institution and welcome by the IQAC Coordinator Dr Dina Suresh. The IQAC team and staff members of the Mentee institution attended the Guest Lecture. The accreditation ambassador motivated the Mentee institution and briefed on the nuances of preparing the SSR report. The resource person Dr. Joseph Durai elaborated on the 7 criteria and highlighted on the 3 I's - Initiative, Intuition and

Innovation. He interacted with the participants and clarified the doubts raised by the Mentee institution.. The guest lecture and visit was a fruitful one as it raised the confidence of the Mentee institution regarding the IIQA, SSR and the accreditation process.

The meeting concluded with vote of thanks proposed by IQAC member Dr. Lavanya. The visit was fruitful by giving confidence to the Mentee institution for IIQA and SSR preparation and get ready with the accreditation process.

Don Bosco College, Yelagiri Hills

27 .09. 2021

A Guest Lecture organized by Auxilium College, Vellore, the Mentor institution for Don Bosco College, Yelagiri Hills began with a prayer at 11.30am on 27 September 2021 at the College Conference Hall. The members present were Dr.Xavier Mahimai Raj Former IQAC Coordinator, Assistant Professor in PG Department of Commerce, Loyola College, Chennai, Dr.Scholastica Mary Vithiya. B. Paramarsh Coordinator, Auxilium College (Autonomous), Vellore, Rev. Fr. Thaddeus, Principal, Don Bosco College, Dr. Vetrivelan, Vice Principal , Don Bosco College, Dr. Radhaksrishnan, IQAC Coordinator & Criteria Heads of Don Bosco College (Co-Ed), Yelagiri Hills. A welcome address followed by an overview of NAAC SSR Preparation was presented by Rev.Fr.Thaddeus, Principal, Don Bosco College (Co-Ed), Yelagiri Hills. The Criterion heads presented the details of work done based on the criterion assigned to them. The Guest Lectures by Dr.Xavier Mahimai Raj Former IQAC Coordinator, Assistant Professor in

PG Department of Commerce, Loyola College, Chennai, Dr.Scholastica Mary Vithiya Assistant Professor of Chemistry, Auxilium College (Autonomous), Vellore was directed at orienting the Mentee institution on certain key indicators that required more output and motivating the Mentee institution to continue working on the SSR. The institution was highly commended for efforts taken regarding quality. The resource persons recommended that the institution should focus on research publications, alumni association, institutional distinctiveness, pacment, SSS, infrastructure etc..

After the presentation the following recommendations were given by experts.

1. Have regular meeting with IQAC Team.
2. Staff attrition rate need to be focused.
3. Try to increase the scores from the strengthen area.
4. Research Publications – In house journals can be done by the departments.
5. Alumni association registration procedure was addressed.
6. Institution distinctiveness- Highlight the tribal students admission.
7. Placement data need to increase.
8. Student's satisfaction survey is very important to get maximum scores.
9. Infrastructure facilities must include MOODLE platform along with Geo-Tagged photos.
10. Action taken reports must be included at the earliest.

The team appreciated the efforts taken by the College. It was suggested that data consistency must be prioritized. The meeting ended with a formal vote of thanks at 2.30pm.

WEBINAR ON TIPS FOR SSR PREPARATION AND NAAC PEER TEAM VISIT

29.09.2021

A Webinar on Tips for SSR Preparation and NAAC Peer Team Visit was organized through Google Meet exclusively for the Mentee Colleges under the Paramarsh Scheme of UGC. The webinar began with a prayer song at 4 pm followed by a formal welcome of the virtual gathering by Rev. Dr. (Sr.) Jaya Santhi - Principal, Auxilium College. The Accreditation Ambassador Dr. Bernard D'Sami introduced the speakers of the session and briefed about the topics of each speaker. The first speaker of the session Dr. Akthar Begum detailed about the criteria 1 and 2. She emphasized on the importance of faculty mobility, particularly interdepartmental through Non-major elective courses. Dr. Xavier Mahimai Raj, the second speaker highlighted on Criteria 3, 4 and 5. He emphasized on the importance of extension activities for NAAC Accreditation especially for affiliated institutions. Criteria 6 and 7 were covered in detail by the third speaker, Dr. Joseph Durai. After the presentations and the question answer sessions on the presentations, Dr. (Sr.) Jaya Santhi .R , Principal, Auxilium College made a point to the Mentee Colleges to decide on tentative dates for SSR submission to NAAC. The program came to an end with a vote of thanks proposed by Dr. S. Uma Mageswari, Assistant Professor of Business Administration.
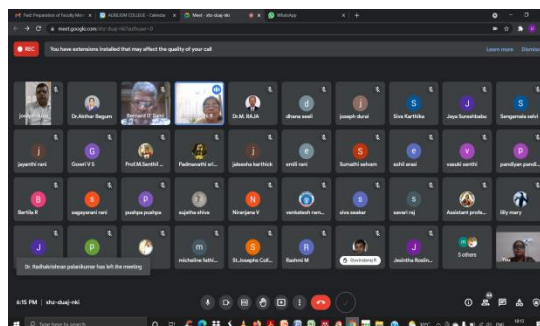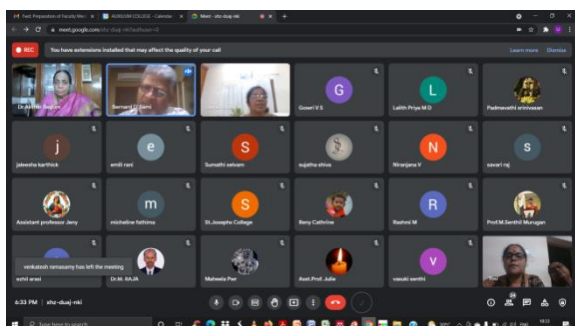
ANNEXURE I
PRELIMINARY DATA OF Mentee INSTITUTION
BASIC INFORMATION
(Strike off whichever is not applicable)

S.NO.	QUERY	DATA
1.	Name of College	
2.	AISHE Code of the College	
3	Year of Establishment	
4.	Location	Urban / Semi Urban / Rural / Tribal / Hill
5.	Campus area in acres	
6.	Campus is	Owned / Leased by the management
7.	Website Address	
8.	a) Is it a Co-education institution?	Yes / No
	b) If Not, mention Gender	
9.	Shifts in the institution	Morning / Evening / Both
10.	Recognized by UGC under section 2f	Yes / No
11.	Recognized by UGC under section 12B	Yes / No
12.	**UG:** a) Number of Programs offered	
	b) Medium of instruction	English / Tamil / English for some programs only
	c) Sanctioned Intake	
	d) Number of students admitted (2019-20)	
	e) Number of applications received (2019-20)	
	f) Average pass percentage (recently passed out batch)	
13.	**PG: (If Applicable)**	

	a) Number of programs offered	
	b) Medium of instruction	English / Tamil / English for some programs only
	c) Sanctioned Intake	
	d) Number of students admitted (2019-20)	
	e) Number of applications received (2019-20)	
	f) Average pass percentage (recently passed out batch)	
14.	**Research:** a) Number of Departments offering M.Phil.	
	b) Number of Departments offering Ph.D.	
	c) Number of guides for M.Phil.	
	d) Number of guides for M.Phil.	
	e) Have / Had research projects (last 4 years)	Yes / No
	f) Research articles published in UGC listed journals (last 4 years)	Yes / No
15.	a) Number of Certificate / Diploma Courses offered	
	b) Number of students admitted (Current Year)	
16.	a) Total number of Full-time Teaching staff (Current Year)	
	b) Number of Permanent Staff (With appointment order, etc.)	
	c) Number of staff whose qualification has been approved by the affiliating University	
17.	a) Total number of Technical staff (Current Year)	
	b) Number of Permanent Staff (With appointment order, etc.)	

18.	a) Total number of Non-Teaching staff (Current Year)	
	b) Number of Permanent Staff (With appointment order, etc.)	
19.	Are there any Differently abled Staff / student	Yes / No
20.	**Infrastructure:** a) Built up Area in Square meters	
	b) Number of Classrooms	
	c) Number of Laboratories	
	d) Number of Seminar halls	
	e) Auditorium / Open air auditorium	Yes / No
	f) Number of books in the Library (Hardcopies)	
	g) Number of e-books in the Library	
	h) Library is automated	Yes / No
	i) Number of Computers in the campus	
	j) Is the campus friendly to Differently abled	Yes / No
	k) Sports facility	Yes / No
	l) Wi-Fi enabled campus	Yes / No
	m) Number of classrooms with LCD facility	
	n) Number of Smart Classrooms	
	o) Using ERP software for administration & academics	Yes / No / Partially
21.	**IQAC:** a) Year of establishment	
	b) Number of meetings conducted in 2019-20 (Minutes recorded)	
	c) Maintaining documentation of all activities	Hardcopy : Yes / No

	of College	Softcopy : Yes / No
	d) Seminar / Conference / Workshop conducted	Yes / No
	e) AQAR prepared (attempted at least)	Yes / No
	f) Had any inputs of the Revised Accreditation Framework (RAF) of NAAC	Yes / No
	g) College website was last updated on,	
	h) Provided data for ranking by NIRF, etc	Yes / No
22.	Remedial Coaching is provided to slow learners	UG: Yes / No
23.	Outreach activities for all students	UG: Yes / No / Only for some students PG: Yes / No / Only for some students / NA
24.	Club activities for all students	UG: Yes / No / Only for some students PG: Yes / No/ Only for some students / NA
25.	Feedback is obtained from	Students : Yes / No Teaching Staff : Yes / No Support Staff : Yes / No Alumni : Yes / No Parents : Yes / No
26.	Mentoring is available for students	Yes / No
27.	All the Statutory Bodies / committees as stipulated by UGC have been constituted	Yes / No / Only some have been constituted

28.	All the statutory bodies / committees meet regularly and the minutes have been documented	Yes / No / Not for all bodies and committees

ANNEXURE II

PRELIMINARY DATA OF Mentee INSTITUTIONS

BASIC INFORMATION

Don Bosco College (Co-Ed), Yelagiri

S.NO.	QUERY	DATA
1.	Name of College	Don Bosco College (Co-Ed), Yelagiri
2.	AISHE Code of the College	C60755-T
3	Year of Establishment	2012
4.	Location	Hilly Area
5.	Campus area in acres	10.35
6.	Campus is	Owned by the management
7.	Website Address	www.dbcyelagiri.edu.in
8.	a) Is it a Co-education institution?	Yes
	b) If Not, mention Gender	-------
9.	Shifts in the institution	One shift -Morning Evening-
10.	Recognized by UGC under section 2f	No
11.	Recognized by UGC under section 12B	No
12.	**UG:** a) Number of Programs offered	6
	b) Medium of instruction	English
	c) Sanctioned Intake	435
	d) Number of students admitted (2019-20)	406

	e) Number of applications received (2019-20)	591
	f) Average pass percentage (recently passed out batch)	72.98%
13.	**PG: (If Applicable)** a) Number of programs offered	2
	b) Medium of instruction	English
	c) Sanctioned Intake	66
	d) Number of students admitted (2019-20)	21
	e) Number of applications received (2019-20)	22
	f) Average pass percentage (recently passed out batch)	88.8%
14.	**Research:** a) Number of Departments offering M.Phil.	1
	b) Number of Departments offering Ph.D.	4
	c) Number of guides for M.Phil.	2
	d) Number of guides for Ph.D.	5
	e) Have / Had research projects (last 4 years)	No
	f) Research articles published in UGC listed journals (last 4 years)	Yes
15.	a) Number of Certificate / Diploma Courses offered	
	b) Number of students admitted (Current Year)	

16.	a) Total number of Full-time Teaching staff (Current Year)	48
	b) Number of Permanent Staff (With appointment order, etc.)	48
	c) Number of staff whose qualification has been approved by the affiliating University	16
17.	a) Total number of Technical staff (Current Year)	4
	b) Number of Permanent Staff (With appointment order, etc.)	4
18.	a) Total number of Non-Teaching staff (Current Year)	19
	b) Number of Permanent Staff (With appointment order, etc.)	19
19.	Are there any Differently abled students	Yes
20.	**Infrastructure:** a) Built up Area in Square meters	97,402.97
	b) Number of Classrooms	24
	c) Number of Laboratories	4
	d) Number of Seminar halls	1
	e) Auditorium / Open air auditorium	Yes
	f) Number of books in the Library (Hardcopies)	7825
	g) Number of e-books in the Library	30,000
	h) Library is automated	Yes
	i) Number of Computers in the campus	210
	j) Is the campus friendly to Differently abled	Yes

	k) Sports facility	Yes
	l) Wi-Fi enabled campus	Yes
	m) Number of classrooms with LCD facility	15
	n) Number of Smart Classrooms	No
	o) Using ERP software for administration & academics	Yes
21.	**IQAC:** a) Year of establishment	2014
	b) Number of meetings conducted in 2019-20 (Minutes recorded)	4
	c) Maintaining documentation of all activities of College	Hardcopy : Yes Softcopy : Yes
	d) Seminar / Conference / Workshop conducted	Yes
	e) AQAR prepared (attempted at least)	No
	f) Had any inputs of the Revised Accreditation Framework (RAF) of NAAC	Yes
	g) College website was last updated on,	16-10-19
	h) Provided data for ranking by NIRF, etc	Applied for this Academic year
22.	Remedial Coaching is provided to slow learners	UG: Yes
23.	Outreach activities for all students	UG: Yes PG: NA

24.	Club activities for all students	UG: Yes it is for all the students. PG: NA
25.	Feedback is obtained from	<table><tr><td>Students</td><td>:</td><td>Yes</td></tr><tr><td>Teaching Staff</td><td>:</td><td>Yes</td></tr><tr><td>Support Staff</td><td>:</td><td>No</td></tr><tr><td>Alumni</td><td>:</td><td>Yes</td></tr><tr><td>Parents</td><td>:</td><td>No</td></tr></table>
26.	Mentoring is available for students	Yes
27.	All the Statutory Bodies / committees as stipulated by UGC have been constituted	Yes
28.	All the statutory bodies / committees meet regularly and the minutes have been documented	Not for all bodies and committees

ANNEXURE III

PRELIMINARY DATA OF Mentee INSTITUTIONS

BASIC INFORMATION

Don Bosco College, Dharmapuri

S.NO.	QUERY	DATA
1.	Name of College	DON BOSCO College, DHARMAPURI
2.	AISHE Code of the College	C-9536
3	Year of Establishment	2007
4.	Location	Rural
5.	Campus area in acres	17
6.	Campus is	Owned
7.	Website Address	www.dbcdharmapuri.edu.in
8.	a) Is it a Co-education institution?	Yes
	b) If Not, mention Gender	
9.	Shifts in the institution	Morning
10.	Recognized by UGC under section 2f	No
11.	Recognized by UGC under section 12B	No
12.	**UG:** a) Number of Programs offered	11
	b) Medium of instruction	English / Tamil
	c) Sanctioned Intake	874
	d) Number of students admitted (2019-20)	501
	e) Number of applications received (2019-20)	987
	f) Average pass percentage (recently passed out batch)	56.16%

13.	PG: (If Applicable) a) Number of programs offered	7
	b) Medium of instruction	English / Tamil
	c) Sanctioned Intake	324
	d) Number of students admitted (2019-20)	141
	e) Number of applications received (2019-20)	427
	f) Average pass percentage (recently passed out batch)	80.82%
14.	Research: a) Number of Departments offering M.Phil.	4
	b) Number of Departments offering Ph.D.	NIL
	c) Number of guides for M.Phil.	10
	d) Number of guides for M.Phil.	10
	e) Have / Had research projects (last 4 years)	No
	f) Research articles published in UGC listed journals (last 4 years)	Yes
15.	a) Number of Certificate Courses offered	5
	b) Number of students admitted (Current Year)	60
16.	a) Total number of Full-time Teaching staff (Current Year)	92
	b) Number of Permanent Staff (With appointment order, etc.)	NIL
	c) Number of staff whose qualification has been approved by the affiliating University	30
17.	a) Total number of Technical staff (Current Year)	2
	b) Number of Permanent Staff (With appointment order, etc.)	NIL

18.	a) Total number of Non-Teaching staff (Current Year)	32
	b) Number of Permanent Staff (With appointment order, etc.)	NIL
19.	Are there any Differently abled Staff / student	Yes
20.	**Infrastructure:** a) Built up Area in Square meters	26224
	b) Number of Classrooms	50
	c) Number of Laboratories	9
	d) Number of Seminar halls	1
	e) Auditorium / Open air auditorium	Yes
	f) Number of books in the Library (Hardcopies)	15339
	g) Number of e-books in the Library	500
	h) Library is automated	No
	i) Number of Computers in the campus	150
	j) Is the campus friendly to Differently abled	Yes
	k) Sports facility	Yes
	l) Wi-Fi enabled campus	Yes
	m) Number of classrooms with LCD facility	12
	n) Number of Smart Classrooms	NIL
	o) Using ERP software for administration & academics	Yes
21.	**IQAC:** a) Year of establishment	2010
	b) Number of meetings conducted in 2019-20 (Minutes recorded)	4
	c) Maintaining documentation of all	Hardcopy : Yes

	activities of College	Softcopy : Yes
	d) Seminar / Conference / Workshop conducted	Yes
	e) AQAR prepared (attempted at least)	Yes
	f) Had any inputs of the Revised Accreditation Framework (RAF) of NAAC	No
	g) College website was last updated on,	JUNE 2019
	h) Provided data for ranking by NIRF, etc	No
22.	Remedial Coaching is provided to slow learners	UG: Yes
23.	Outreach activities for all students	UG: Yes PG: Yes
24.	Club activities for all students	UG: Yes PG: Yes
25.	Feedback is obtained from	Students : Yes Teaching Staff : Yes Support Staff : Yes Alumni : Yes Parents : Yes
26.	Mentoring is available for students	Yes
27.	All the Statutory Bodies / committees as stipulated by UGC have been constituted	Only some have been constituted
28.	All the statutory bodies / committees meet regularly and the minutes have been documented	Yes

ANNEXURE IV

PRELIMINARY DATA OF Mentee INSTITUTIONS

BASIC INFORMATION

Immaculate College for Women, Viriyur

S.NO.	QUERY	DATA
1.	Name of College	IMMACULATE College FOR WOMEN, VIRIYUR
2.	AISHE Code of the College	C-36412
3	Year of Establishment	2003
4.	Location	Rural
5.	Campus area in acres	35
6.	Campus is	Owned by the management
7.	Website Address	www.icwviriyur.com
8.	a) Is it a Co-education institution?	No
	b) If Not, mention Gender	Female
9.	Shifts in the institution	NO
10.	Recognized by UGC under section 2f	No
11.	Recognized by UGC under section 12B	No
12.	**UG:** a) Number of Programs offered	07
	b) Medium of instruction	English
	c) Sanctioned Intake	420
	d) Number of students admitted (2019-20)	270
	e) Number of applications received	300

	(2019-20)	
	f) Average pass percentage (recently passed out batch)	55.61%
13.	**PG: (If Applicable)** a) Number of programs offered	05
	b) Medium of instruction	English
	c) Sanctioned Intake	172
	d) Number of students admitted (2019-20)	50
	e) Number of applications received (2019-20)	59
	f) Average pass percentage (recently passed out batch)	82%
14.	**Research:** a) Number of Departments offering M.Phil.	-
	b) Number of Departments offering Ph.D.	-
	c) Number of guides for M.Phil.	-
	d) Number of guides for M.Phil.	-
	e) Have / Had research projects (last 4 years)	No
	f) Research articles published in UGC listed journals (last 4 years)	No
15.	a) Number of Certificate / Diploma Courses offered	02
	b) Number of students admitted (Current Year)	34+600
16.	a) Total number of Full-time Teaching staff (Current Year)	34
	b) Number of Permanent Staff (With appointment order, etc.)	-

	c) Number of staff whose qualification has been approved by the affiliating University	-
17.	a) Total number of Technical staff (Current Year)	-
	b) Number of Permanent Staff (With appointment order, etc.)	-
18.	a) Total number of Non-Teaching staff (Current Year)	20
	b) Number of Permanent Staff (With appointment order, etc.)	-
19.	Are there any Differently abled Staff / student	No
20.	**Infrastructure:** a) Built up Area in Square meters	4500
	b) Number of Classrooms	33
	c) Number of Laboratories	04
	d) Number of Seminar halls	01
	e) Auditorium / Open air auditorium	No
	f) Number of books in the Library (Hardcopies)	5,000
	g) Number of e-books in the Library	10
	h) Library is automated	No
	i) Number of Computers in the campus	70
	j) Is the campus friendly to Differently abled	Yes
	k) Sports facility	Yes
	l) Wi-Fi enabled campus	Yes
	m) Number of classrooms with LCD facility	03

	n) Number of Smart Classrooms	No	
	o) Using ERP software for administration & academics	Yes	
21.	**IQAC:** a) Year of establishment	2018	
	b) Number of meetings conducted in 2019-20 (Minutes recorded)	Two	
	c) Maintaining documentation of all activities of College	Hardcopy : Yes (Most of the documents) Softcopy : Yes	
	d) Seminar / Conference / Workshop conducted	Yes	
	e) AQAR prepared (attempted at least)	No	
	f) Had any inputs of the Revised Accreditation Framework (RAF) of NAAC	Yes	
	g) College website was last updated on,	Upto Date	
	h) Provided data for ranking by NIRF, etc	No	
22.	Remedial Coaching is provided to slow learners	UG: Yes	
23.	Outreach activities for all students	UG: Yes / For all students PG: Yes / Only for some students	
24.	Club activities for all students	UG: Yes / No / For all students PG: Yes / No/ For all students	

25.	Feedback is obtained from	Students	:	Yes	
		Teaching Staff	:	No	
		Support Staff	:	No	
		Alumni	:	No	
		Parents	:	Yes	
26.	Mentoring is available for students	Yes			
27.	All the Statutory Bodies / committees as stipulated by UGC have been constituted	Yes			
28.	All the statutory bodies / committees meet regularly and the minutes have been documented	Yes / Not for all bodies and committees			

PRELIMINARY DATA OF Mentee INSTITUTIONS

BASIC INFORMATION

Auxilium College of Arts & Science for Women - Regunathapuram

S.NO	QUERY	DATA						
1.	Name of College	Auxilium College of Arts & Science for Women – Regunathapuram						
2.	AISHE Code of the College	C-35807						
3.	Year of establishment	2008-2009						
4.	Location	Rural						
5.	Campus area in acres	10.08 acres						
6.	Campus is	Owned						
7.	Website address	www.auxiliumCollege.com						
8.	a) Is it a co-education institution?	No						
	b) If not, mention gender	Women						
9.	Shifts in the institution	Day College						
10.	Recognized by UGC under section 2(f)							
11.	Recognized by UGC under section 12(B)							
.	**UG:** a) Number of programs offered	07						
	b)Medium of instruction	English						
12.	c) Sanctioned intake	BA (TAMIL)	BA(ENGLISH)	BCA	COMMERCE	COMPUTER SCIENCE	MATHEMATICS	PHYSICS

		60	60+60=120	60	60	60	60+60=120	36
	d) Number of students admitted (2019-2020)	BA (TAMIL)	BA(ENGLISH)	BCA	COMMERCE	COMPUTER SCIENCE	MATHEMATICS	PHYSICS
		60	63	42	56	56	98	34
	e) Number of applications received (2019-2020)	505 for all the courses						
	f) Average pass percentage(recently passed out batch)	93%						
13.	**PG:** a) Number of programs offered	05						
	b) Medium of instruction	English						
	c) Sanctioned intake	M.A (English)		M.Com		M.Sc(CS)	M.Sc(maths)	M.Sc(PHY)
		35		30		50	35	25

	d) Number of students admitted	M.A (English)	M.Com	M.Sc(CS)	M.Sc(maths)	M.Sc(PHY)
		10	6	17	30	10
	e) Number of applications received	81 for all the courses				
	f) Average pass percentage(recently passed out batch)	84%				
14.	a) Number of Certificate/ Diploma Courses offered	7				
	b)Number of students admitted (Current year)	410				
15.	a) Total number of Full –time teaching staff(current year)	55				

	b) Number of permanent staff (with appointment order, etc.)	55
	c) Number of staff whose qualification has been approved by the affiliating university	15
16.	a) Total number of technical staff(current year	1
	B) Number of permanent staff(with appointment order etc.)	1
17.	a) Total number of non teaching staff(current year)	6
.	b) Number of permanent staff (with appointment order etc.)	6
18.	Are there any differently abled staff/student	1 student only

19.	**INFRASTRUCTURE** a) Built up area in square meters	3862.95 meters
	b) Number of class rooms	31
	c) Number of laboratories	4
	d) Number of seminar halls	1
	e) Auditorium/ open air auditorium	Open air auditorium
	f) Number of books in the library (hard copy)	6544
	g) Number of e-books in the library	-
	h) Library is automated	No

	i) Number of computers in the campus	73
	j) Is the campus friendly to differently abled	Yes
	k) Sports facility	Yes
	l) WI-FI enabled campus	Yes
	m) Number of class rooms with LCD facility	1
	n) Number of smart class rooms	1
	o) Using ERP Software for administration &academics	No
20.	**IQAC :** a) Year of establishment	2019-2020

	b) Number of meetings conducted in 2019-20(Minutes recorded)	1
	c) Maintaining documentation of all activities of College	Hardcopy: Yes Softcopy : Yes
	d) Seminar /Conference/Workshop conducted	Yes
	e) AQAR prepared(attempted at least)	No
	f) Had any inputs of the Revised Accreditation framework (RAF) of NAAC	No
	g) College website was last updated on	July 2019
	h) Provided data for ranking by NIRF, etc	No

21.	Remedial coaching is provided to slow learners	UG : Yes		
22.	Outreach activities for all students	UG : Yes PG : Yes		
23.	Club activities for all students	UG : Yes PG : No		
24.	Feedback is obtained from	Students	Yes	
		Teaching staff	Yes	
		Support staff	Yes	
		Alumni	Yes	
		Parents	Yes	
25.	Mentoring is available for students	Yes		
26.	All the statutory Bodies/committees as stipulated by UGC have been constituted	Some have been constituted		

27.	All the statutory bodies / committees meet regularly and the minutes have been documented	Yes	

ANNEXURE VI

Preliminary data of Mentee Institution

St. Joseph's College of Arts and Science for Women, Hosur

Basic Information

Sl.No.	Query	Data
1.	Name of College	St. Joseph's College of Arts and Science for Women, Hosur.
2.	AISHE Code of the College	9529
3	Year of Establishment	2006
4.	Location	Urban
5.	Campus area in acres	10.55 acres
6.	Campus is	Leased by the management
7.	Website Address	stjosephCollege.edu.in
8.	a) Is it a Co-education institution?	No
	b) If Not, mention Gender	Female
9.	Shifts in the institution	Morning
10.	Recognized by UGC under section 2f	Yes
11.	Recognized by UGC under section 12B	Yes
12.	**UG:** a) Number of Programs offered	UG:11 B.A (Eng), B.B.A (CA), B.C.A, B.Com, B.Com (CA), B.Sc (BT), B.Sc (CS), B.Sc (Che), B.Sc (Mat), B.Sc (N&D) B.Sc (Phy)
	b) Medium of instruction	English
	c) Sanctioned Intake	B.A (Eng) 66 B.B.A (CA) 66 B.C.A 44+44 B.Com 66+66 B.Com (CA) 66+66 B.Sc (BT) 44

		B.Sc (CS)	44	B.Sc(Che)	44
		B.Sc (Mat)	66	B.Sc(N&D)	44
		B.Sc(Phy)	44		
	d) Number of students admitted (2019-20)	B.A (Eng)	59	B.B.A (CA)	60
		B.C.A	78	B.Com	129
		B.Com (CA)	128	B.Sc (BT)	39
		B.Sc (CS)	39	B.Sc(Che)	44
		B.Sc (Mat)	28	B.Sc(N&D)	33
		B.Sc(Phy)	37		
	e) Number of applications received (2019-20)	Issued 961, Received – 743, Admitted – 741			
	f) Average pass percentage (recently passed out batch)	B.A (Eng)	85.2	B.B.A (CA)	89
		B.C.A	87.88	B.Com	83.33
		B.Com (CA)	86.06	B.Sc (BT)	98
		B.Sc (CS)	80	B.Sc(Che)	82
		B.Sc (Mat)	94	B.Sc(N&D)	-
		B.Sc(Phy)	100		
13.	**PG: (If Applicable)** a) Number of programs offered	PG:4 M.A, M.Com, M.Sc (CS), M.Sc (Mat)			
	b) Medium of instruction	English			
	c) Sanctioned Intake	M.A (Eng)	30	M.Sc (CS)	30
		M.Com	30	M.Sc (Mat)	30
	d) Number of students admitted (2019-20)	M.A (Eng)	13	M.Sc (CS)	04
		M.Com	10	M.Sc (Mat)	04
	e) Number of applications received (2019-20)	M.A (Eng)	13	M.Sc (CS)	06
		M.Com	16	M.Sc (Mat)	07

	f) Average pass percentage (recently passed out batch)	M.A (Eng)	92.3	M.Sc (CS)	100	
		M.Com	72.73	M.Sc (Mat)	62	

14.	**Research:** a) Number of Departments offering M.Phil.	M. Phil: 4 M.Phil (Eng) M.Phil(CS) M.Phil (Mat) M.Phil(Mat)
	b) Number of Departments offering Ph.D.	-
	c) Number of guides for M.Phil.	M. Phil (Eng) – 2 M. Phil (Comm) - 5 M. Phil (CS) – 6 M. Phil (Mat) - 1
	d) Number of guides for M.Phil.	"
	e) Have / Had research projects (last 4 years)	No
	f) Research articles published in UGC listed journals (last 4 years)	Yes
15.	a) Number of Certificate / Diploma Courses offered	Department Of Computer Science 2 Python R-Programming
	b) Number of students admitted (Current Year)	2019 – 2020 Python 46 R Programming 40
16.	a) Total number of Full-time Teaching staff (Current Year)	Department of English 12 Department of Commerce 15 Department of Tamil 5 Department of Mathematics 11 Department of Computer Science 15 Department of Biotechnology 4 Department of Physics 5 Department of Chemistry 5

		Department of Nutrition & Dietetics	4
		Department of Management	3
	b) Number of Permanent Staff (With appointment order, etc.)	Department of English	9
		Department of Commerce	13
		Department of Tamil	4
		Department of Mathematics	9
		Department of Computer Science	14
		Department of Biotechnology	3
		Department of Physics	4
		Department of Chemistry	1
		Department of Nutrition & Dietetics	2
		Department of Management	2
	c) Number of staff whose qualification has been approved by the affiliating University	Department of English	1
		Department of Commerce	7
		Department of Tamil	4
		Department of Mathematics	3
		Department of Computer Science	3
		Department of Biotechnology	1
		Department of Physics	-
		Department of Chemistry	-
		Department of Nutrition & Dietetics	-
		Department of Management	-
17.	a) Total number of Technical staff (Current Year)	4	
	b) Number of Permanent Staff (With appointment order, etc.)	-	
18.	a) Total number of Non-Teaching	39	

	staff (Current Year)	
	b) Number of Permanent Staff (With appointment order, etc.)	-
19.	Are there any Differently abled Staff / student	**Yes**
20.	**Infrastructure:** a) Built up Area in Square meters	Joseph's Block 887 x 3 = 2661 Sq.mt Mary's Block 1588 x 4 = 6352 Sq.mt Hostel Block 1608 x 2 = 3216 Sq.mt
	b) Number of Classrooms	45
	c) Number of Laboratories	08
	d) Number of Seminar halls	01
	e) Auditorium / Open air auditorium	Auditorium Yes Open air auditorium Yes
	f) Number of books in the Library (Hardcopies)	Department of English 1582 Department of Commerce 8737 Department of Tamil 843 Department of Mathematics 826 Department of Computer Science 1333 Department of Biotechnology 526 Department of Physics 567 Department of Chemistry 430 Department of Nutrition & Dietetics 261 Department of Management 507 Others 522
	g) Number of e-books in the Library	-
	h) Library is automated	Yes
	i) Number of Computers in the campus	Departments 22 Library 01 + 15

			Office	07	Lab	128 + 45
		j) Is the campus friendly to Differently abled	Yes			
		k) Sports facility	Yes			
		l) Wi-Fi enabled campus	Yes			
		m) Number of classrooms with LCD facility	13			
		n) Number of Smart Classrooms	-			
		o) Using ERP software for administration & academics	No			
21.		**IQAC:** a) Year of establishment				
		b) Number of meetings conducted in 2019-20 (Minutes recorded)	02 / Yes			
		c) Maintaining documentation of all activities of College	Hardcopy : Yes Softcopy : Yes			
		d) Seminar / Conference / Workshop conducted	Yes			
		e) AQAR prepared (attempted at least)	No			
		f) Had any inputs of the Revised Accreditation Framework (RAF) of NAAC	No			
		g) College website was last updated on,	14 – Oct – 2019			
		h) Provided data for ranking by NIRF, etc	Yes			
22.		Remedial Coaching is provided to slow learners	UG: Yes			
23.		Outreach activities for all students	UG: Yes PG: Yes			

24.	Club activities for all students	UG: Yes PG: Yes
25.	Feedback is obtained from	Students : Yes Teaching Staff : Yes Support Staff : Yes Alumni : Yes Parents : Yes
26.	Mentoring is available for students	Yes
27.	All the Statutory Bodies / committees as stipulated by UGC have been constituted	Yes
28.	All the statutory bodies / committees meet regularly and the minutes have been documented	Yes

Loyola College, Vettavalam

LOYOLA COLLEGE 1 of 4
Loyola Nagar, P.B.No. 01
VETTAVALAM - 606 754
Tiruvannamalai District
Tamil Nadu, India.
Off. : 04175 - 244 744 / 244 944
e-mail : loyolacv09@gmail.com

Preliminary data of Mentee Institution

Basic Information
(Strike off whichever is not applicable)

Sl.No.	Query	Data
1.	Name of College	Loyola College ,Vettavalam
2.	AISHE Code of the College	C-36352
3	Year of Establishment	2009
4.	Location	Rural
5.	Campus area in acres	5.48 Hectares/ 54.8 acres
6.	Campus is	Owned by the management
7.	Website Address	www.lcv.edu.in
8.	a) Is it a Co-education institution?	Yes
	b) If Not, mention Gender	-
9.	Shifts in the institution	Morning
10.	Recognized by UGC under section 2f	Yes
11.	Recognized by UGC under section 12B	No
12.	**UG:** a) Number of Programs offered	08
	b) Medium of instruction	English
	c) Sanctioned Intake	580
	d) Number of students admitted (2019-20)	389
	e) Number of applications received (2019-20)	452
	f) Average pass percentage (recently passed out batch)	66.48
13.	**PG: (If Applicable)**	02

REV.DR.V. BRITTO, S.J.
Principal / Chief Superintendent
LOYOLA COLLEGE
Olaipadi, Vettavalam - 606 754.
Tiruvannamalai District.

LOYOLA COLLEGE 2 of 4
Loyola Nagar, P.B.No. 01
VETTAVALAM - 606 754
Tiruvannamalai District
Tamil Nadu, India.
Off. : 04175 - 244 744 / 244 944
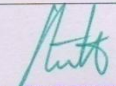e-mail : loyolacv09@gmail.com

	a) Number of programs offered	
	b) Medium of instruction	English
	c) Sanctioned Intake	80
	d) Number of students admitted (2019-20)	16
	e) Number of applications received (2019-20)	17
	f) Average pass percentage (recently passed out batch)	68.68
14.	**Research:** a) Number of Departments offering M.Phil.	-
	b) Number of Departments offering Ph.D.	-
	c) Number of guides for M.Phil.	-
	d) Number of guides for M.Phil.	-
	e) Have / Had research projects (last 4 years)	No
	f) Research articles published in UGC listed journals (last 4 years)	No
15.	a) Number of Certificate / Diploma Courses offered	One certificate course /Jesuit World Wide Learning Program
	b) Number of students admitted (Current Year)	27
16.	a) Total number of Full-time Teaching staff (Current Year)	46
	b) Number of Permanent Staff (With appointment order, etc.)	42
	c) Number of staff whose qualification has been approved by the affiliating University	04
17.	a) Total number of Technical staff (Current Year)	03
	b) Number of Permanent Staff (With appointment order, etc.)	03

REV.DR.V.BRITTO, S.J.
Principal / Chief Superintendent
LOYOLA COLLEGE
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VETTAVALAM - 606 754
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e-mail : loyolacv09@gmail.com

18.	a) Total number of Non-Teaching staff (Current Year)	33
	b) Number of Permanent Staff (With appointment order, etc.)	33
19.	Are there any Differently abled Staff / student	Yes.
20.	**Infrastructure:** a) Built up Area in Square meters	25839Sq.mts
	b) Number of Classrooms	27
	c) Number of Laboratories	02
	d) Number of Seminar halls	02
	e) Auditorium / Open air auditorium	Yes
	f) Number of books in the Library (Hardcopies)	11,000
	g) Number of e-books in the Library	-
	h) Library is automated	Yes
	i) Number of Computers in the campus	171
	j) Is the campus friendly to Differently abled	Yes
	k) Sports facility	No
	l) Wi-Fi enabled campus	Yes
	m) Number of classrooms with LCD facility	08
	n) Number of Smart Classrooms	03
	o) Using ERP software for administration & academics	No
21.	**IQAC:** a) Year of establishment	2012
	b) Number of meetings conducted in 2019-20 (Minutes recorded)	One

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