



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		CAUSSANEL COLLEGE OF ARTS AND SCIENCE
Name of the head of the Institution		Dr. Hemalatha K
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04567272025
Mobile no.		9790072278
Registered Email		caussanel2005@gmail.com
Alternate Email		hemasaran9@gmail.com
Address		Angelo Nagar, Muthupettai
City/Town		Ramanathapuram
State/UT		Tamil Nadu
Pincode		623523
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	Mrs. Mahalakshmi T
Phone no/Alternate Phone no.	04567272025
Mobile no.	9994422045
Registered Email	neveraj2004@gmail.com
Alternate Email	mathan_nagan@yahoo.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://caussanelcollege.com/IQACAnnualReport.aspx
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	http://caussanelcollege.com/AcademicCalendar.aspx

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	A	3.01	2017	23-Jan-2017	22-Jan-2022

6. Date of Establishment of IQAC	08-Oct-2016
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7. Internal Quality Assurance System

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
Arranged Faculty Development Programme on How to conduct online	26-Jun-2019 1	90

quiz and seminars		
Organized one day workshop on online teaching using Google meet and zoom	22-Jan-2020 1	90
Orientation programme on online exams for students	17-Jul-2019 1	456
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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
Nil	Nil	Nil	2020 00	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

1. Arranged Faculty Development Programme on How to conduct online quiz and seminars. 2. Orientation programme on online exams for students. 3. Organized one day workshop on online teaching using Google meet and zoom. 4. Members of the faculty are motivated to start their research study. 5. Insisted the faculty members to take up minor funded projects.

[View File](#)

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

Plan of Action	Achivements/Outcomes
To increase the admission level	Efforts taken to increase the admission level
To sign more MOUs with Industries	It is in process
To apply for major/minor research projects	Three faculties applied for ICSSR
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
College Core Committee	27-Mar-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
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Date of Visit	15-Dec-2016
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2020
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Date of Submission	18-Jan-2020
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17. Does the Institution have Management Information System ?	Yes
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If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	<p>Our institution has effective Management Information System. The Management Committee regulates the transparent policy of our infrastructure required. Projection of information to the concerned are ensured for effective management.</p> <ol style="list-style-type: none"> 1. Admission Sale of Application, Confirmation of Application, Entering students' profile and collection of Admission and tuition fee. 2. Student personal/academic profile. 3. Daily attendance entry. 4. Internal/CIA Exam - Exam timetable, Invigilation details, Hall allotment and seating arrangement. 5. Students' certificates - Bonafide certificate, Transfer certificate etc. 6. Payroll.
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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

Our College is currently having the following mechanisms for effective delivery of curriculum. At the beginning of an academic semester, departmental meetings are held in every department in which the topics in the syllabus are distributed to the teachers after discussion with them. Number of classes for each topic is decided according to the syllabus and credits assigned to each topic/Group/paper as per university guidelines. College administration provides a well constructed Scheduled time table for each year /semester for both UG and PG classes. Department Heads prepare the routine works which is approved by the Principal duly. Teachers prepare their lectures according to the syllabus allotted and classes available. Classes are held according to the schedule under the supervision of college administration. We have a rich central library with open access system and all the departments have their Departmental libraries too for the benefit of the students. A good number of Journals are subscribed by our college. Various classroom teaching methods based on various needs of different subjects are regularly used for the effective delivery of the curriculum such as Chalk and blackboard method, ICT-enabled teaching learning method, Use of different software, Use of Scientific models and charts for effective lecture delivery, Group discussion amongst the students during the class, Seminars by students related to curriculum, Paper presentation by the students, Proper and adequate instrumentation facility is given to the students for their practical classes and Project works. Regular class test, continuous internal assessment in theory and practical classes, viva-voce, is done to keep track on the improvement of the students. Remedial and tutorial classes are also conducted based on requirement. Departments maintain the detailed record of the classes, assessments, project reports etc.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate Course in Drawing	Nil	27/07/2019	60	Entrepreneurship	Drawing skill
Certificate Course in Office Automation	Nil	27/07/2019	60	Employability	Management skill
Certificate Course in A/C Mechanic	Nil	27/08/2019	60	Employability	Mechanical skills
Certificate Course in Embroidery	Nil	27/07/2019	60	Entrepreneurship	Entrepreneurial skills
	Nil	27/07/2019	60	Entrepreneurship	Entrepreneurship

Certificate Course in Tailoring	Nil	27/07/2019	60	Employability	Computer skills
Certificate Course in DTP	Nil	27/07/2019	60	Employability	Computer skill
Certificate Course in 2D Animation	Nil	27/07/2019	60	Employability	Computer skill
Certificate Course in Hardware Networking	Nil	27/07/2019	60	Employability	Hardware skill
Certificate Course in Beautician	Nil	27/07/2019	60	Entrepreneurship	Entrepreneurial skills
Certificate Course in Tally ERP	Nil	27/07/2019	60	Employability	Accounting skill
Certificate Course in Web Design	Nil	27/07/2019	60	Entrepreneurship	Designing skills
Certificate Course in Android	Nil	27/07/2019	60	Employability	Software Development skill
Certificate Course in Medical Lab Technology	Nil	27/07/2019	60	Employability	Medical lab skills
Certificate Course in Hindi	Nil	27/07/2019	60	Employability	Language skills
Certificate Course in Karate	Nil	27/07/2019	60	Employability	Martial Art skills
Certificate Course in Hotel Management	Nil	27/07/2019	60	Employability	Managing skills
Certificate Course in	Nil	27/07/2019	60	Employability	Medical skills

Nursing
Assistant

Certificate Course in Fashion Technology Nil 27/07/2019 60 Employability Entrepreneurial skills

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	Nil
No file uploaded.		

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	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	Nil	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	1396	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
Nil	Nil	Nil
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	Nil	Nil
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
The following gives a detailed report of the issues as received by the students and the action taken for those issues by the institution during the academic

year 2019-2020. Based on the feedback, the action taken report is given below.

1. Teaching methods and teaching aids have improved. ICT methods were used for effective teaching.
2. There were some concern about the student's learning and understanding of each and every subject. The primary reason identified for this issue is that these subjects are relatively difficult and need extra tutorials and remedial classes to make students understand those subjects in a better way. Therefore, subject in-chargers were motivated to arrange extra tutorials and remedial classes to improve student's understanding and for their better performance. Students took part in the feedback process fearlessly to find out the shortcomings of each department and individual teacher's if any with classical teaching methods.
3. Students are quite satisfied with the time spent by teachers on each topic and timely completion of the syllabus.
4. In response to complete the syllabus on time Keeping in mind the time frame work of the syllabus, the teachers plan for classes accordingly to complete the entire syllabus in time. This helps students not only to prepare for entrance exams but also makes them over all performers. The data collected by the IQAC was sorted and consolidated for drafting the analysis report. The data entered in the selected format was converted into a chart and decoded for proper comprehension of the issues. The analysis is done as parameter wise. The aspects pointed out by all the students are considered with special care and attention. The suggestions received through the feedback are promptly communicated to the Heads of various departments. Proper suggestions were formulated and communicated to ensure the proper redressal of student's academic grievances.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Tamil	60	45	38
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	377	50	42	37	79

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
79	79	12	3	2	23
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Caussanel guardian system (Mentoring System) has been introduced to establish a better encourage students to manage their own learning in order that they may maximize their potential, develop their skills, improve their performance and become the person they want to be and discuss the various problem of students and effective student-teacher relationship and also continuously monitor council and guide the students in personal and academic matters such as, health, study, finance, etc. The scheme is adapted for the value additions to the students like ? Bridging the gap between the teachers and students. ? Creation of a better environment in college, where students can approach teachers ? For both educational and personal guidance. ? Enhancement of knowledge base for both teachers and students alike, due to effective two-way communication. ? Awareness and support to students for GATE, ISRO, SAIL and NET. ? TNPSC, UPSC, BSNL, DRDO, BARC, and other Govt. examinations. ? Motivation for higher studies and entrepreneurship. ? Advice and support for improvement in academic performance. Ongoing process: ? Regular meetings are held between mentor and mentee. ? A report card is maintained for each student. ? The report card has both personal and academic data. ? Students are allowed to approach the mentor for both academic personal problems. ? Personalized professional /career advice is given to the mentee. All Teachers work as mentors to the students allotted to them. Students will have to go and meet their mentor at least once in a month for guidance. The students must feel free to confide in their mentors, their academic problems. The mentor will note the performance of the students in tests and examinations and also the behaviour of their wards. Mentors maintain and update the mentoring format after collecting all necessary information. Mentors are expected to offer guidance and counselling as and when they required. This system has been useful in identifying slow and advanced learner ad through a careful examination of each mentors report the college has organized Remedial Classes in identified topics. Each mentors have 8 students respectively. A student can share his/her views ideas and problems to the mentor timely,so that,the same can be explored further mitigated as it's initial level itself. Benefits of mentoring ? Individual recognition and encouragement. ? Psychosocial support. ? Learn from the experiences of others ? Increase their social and academic confidence ? Become more empowered to make decisions ? Develop their communication, study and personal skills ? Develop strategies for dealing with both personal and academic issues ? Identify goals and establish a sense of direction ? Gain valuable insight into the next stage of their career ? Make new friends across year groups

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1548	79	1 : 20

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
79	79	Nill	10	6

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2020	Dr. K. Hemalatha	Principal	Elite World Record
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
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BA	101	Semester	17/03/2020	14/10/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Scheduling of internal examination, seating arrangement, hall invigilators listed for every examinal, preparing the question paper for internal examination in the prescribed pattern based on knowledge level using revised, scrutiny of the prepared question paper is carried out by Head of the Department / Subject expert to ensure quality of the question paper, monitoring the attendance of the students for the examinations. Internal assessment has to be carried out with stipulated time, after complete the internal examination, the faculty evaluate the answer scripts and distribute students for doubt clarification or re-correction. Result review meeting are conducted with result analysis remedial actions for further improvements are arrived after discussion with faculty, Head of the Department and principal.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

As the college is affiliated to Alagappa University, Karaikudi, the academic calendar follows meticulously the calendar prepared by the university. Our college prepares the academic calendar at the beginning of the year and distributes it to the students, teaching and nonteaching members of the institution. The academic calendar contains the schedule of continuous internal assessments and also the dates for the model examinations. In addition to this the dates for common examinations like non-major electives [NME] and soft skill are notified. The end of semester practical examinations for all the science departments is also notified in the calendar. The academic calendar contains the list of national, state, local and the institutional holidays. Important information related to College committee details along with the members, student discipline, college timings, uniform and attendance regulation as prescribed by the university, leave rules and scholarships available are given in detail. Matters relating to student library like issue of books and also the detailed fee structure for the various courses are given here. In addition to National Anthem, the college song and note on the emblem of the college is also present in the College magazine. A brief history of the institution is documented here which highlights the various courses started at different years. This is especially useful as it traces the journey of the college.

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)

<http://caussanelcollege.com/ViewOutComes.aspx>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
101	BA	Tamil	44	44	100
View File					

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	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	00	Nil	0	0
No file uploaded.				

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
Basic concept of fuzzy sets	Mathematics	16/03/2020
Inauguration of ELA	English	13/09/2019
Tamil Ilakkiyathil Naveena Sinthanaikal	Tamil	23/10/2019
Workshop Entrepreneurship skill development programme	Bachelor of Commerce with computer applications, Commerce	20/01/2020
Orientation in Software Development	Bachelor of Computer Science	03/02/2020
International Conference on Nano Materials, Synthesis And Applications (ICNSA-2020)	Physics	12/02/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nil	Nil
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
Nil	Nil	Nil

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Nil	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Physics	5	1.6
International	BBA	2	00
International	Commerce	1	00
International	Bio Chemistry	2	2.7
International	English	1	00
National	Computer Science	1	00
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Computer Applications/Computer Science	2
Commerce	4
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Physical properties of nanocrystalline tin oxide thin film by chemical spray pyrolysis method	S. Maheswari	International Journal for Research in Applied Science Engineering Technology	2019	5	Caussanel College of Arts And Science	4
Structural and Optical Properties of Mn-Doped ZnO Thin Films Prepared by SILAR Method	S. Maheswari	International Letters of Chemistry, Physics and Astronomy	2019	1	Caussanel College of Arts And Science	1
Role of solution concentration on ZnO	S. Maheswari	Journal of Applied Chemical Science In	2020	1	Caussanel College of Arts And	1

thin films prepared by silar method		ternational			Science	
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Transition Metal (Ni) Doped SnO ₂ Nanoparticles Synthesized by Co-Precipitation Method	Dr. S. Maheswari	Sensor Letters	2019	Nill	Nill	Caussanel College of Arts and Science
An Investigation of SILAR Grown CdO Thin Films	Dr. S. Maheswari	Iranian Journal of Chemistry and Chemical Engineering (IJCCE)	2019	Nill	Nill	Caussanel College of Arts and Science
An Effect of Precursor Concentration on ZnO Thin Films Prepared by Dip Coating Method	Dr. S. Maheswari	New Insights on Chemical Research Vol. 1	2019	Nill	Nill	Caussanel College of Arts and Science
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	20	44	Nill	Nill
Resource persons	Nill	Nill	4	1
View File				

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 participated in such activities	Number of students participated in such activities
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Tree Plantation	NSS	2	25
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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	Number of students Benefited
Nil	Nil	Nil	Nil
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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 teachers participated in such activities	Number of students participated in such activities
YRC RRC	GH Ramanathapuram	Blood Donation Camp	2	75
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	00
No file uploaded.			

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	Duration To	Participant
Project	Project	SRM Info Tech, Ramnad	15/12/2019	30/03/2020	22
Project	Project	Kalvi, Ramnad	15/12/2019	30/03/2020	18
Project	Project	JR Info Tech, Ramnad	15/12/2019	30/03/2020	1
Project	Project	ATS Info Tech, Rameswaram	15/12/2019	30/03/2020	10
Project	Project	Kalvi, Ramnad	15/12/2019	30/03/2020	11
Project	Project	AASVA Tech. India (P) Ltd	15/12/2019	30/03/2020	19
Project	Project	SRM Info Tech, Ramnad	15/12/2019	30/03/2020	19

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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/Activities	Number of students/teachers participated under MoUs
The Royal Industrial Institution	28/09/2019	Diploma in Medical Technology	99
Mohamed Sathak Polytechnic College	22/08/2019	Certificate Course	93
Idhaya College of arts and Science	18/09/2019	Inter Collegiate Activities	71
The Royal Industrial Institution	03/10/2019	Hotel Management and Catering Science Fashion Designing	29
Syed Hameedha Arts and Science College	01/11/2019	Inter Collegiate Activities	40
SRM Info. Ramanathapuram	03/10/2019	Office Automation 2D Animation Hardware and Networking Tally and ERP	369
STAR Institute, Ramanaathapuram	03/10/2019	Nursing Assistant	35

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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
48	48.15

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing

[View File](#)

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Library	Partially	Nill	2013

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	4260	1491000	Nil	Nil	4260	1491000
Reference Books	3438	1031400	Nil	Nil	3438	1031400
e-Books	125	50000	Nil	Nil	125	50000
CD & Video	102	2040	Nil	Nil	102	2040
Journals	16	4800	Nil	Nil	16	4800
e-Journals	150	60000	Nil	Nil	150	60000
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	171	145	9	0	0	5	11	0	0
Added	0	0	0	0	0	0	0	0	0
Total	171	145	9	0	0	5	11	0	0

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

200 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
Nil	Nil

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	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical
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	facilities		facilities
20	20	28	28

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)

The institution has sufficient resources allocated for the maintenance of the infrastructure. Physical and Academic facilities: The college has been upgrading its infrastructure during the last five years by new building and elevator. The infrastructural amenities are timely upgraded and properly maintained. There is a Planning Committee constituted solely for this purpose. To meet the quality standards and needs, the IQAC as well as the College Council makes proposals for infrastructure development to the Planning Committee chaired by the Principal. Depending on the nature of the construction, the Planning Committee presents the proposal before the staff and PTA for their concurrence. The Managing Board takes the final decision on a priority basis. New infrastructure is created and existing upgraded to enhance academic standards and increase efficiency. The voltage and power supply is regularly checked by the appointed electricians. The service of an electrician and a plumber is made available in the campus. Class Rooms: Maintenance of the classrooms including furniture, doors, windows and routine cleaning are conducted. Computer: Computers are properly serviced and reused for the proper functioning of academic and non-academic purposes and to minimize e-waste. The maintenance of computer hardware and software of the institute is carried out by third party experts through annual maintenance contracts. Laboratory: Normally at the end of the Academic sessions the Heads of various departments are informed by the principal to give a report on the working status of the equipment used in their departments. The equipment's/ instruments are repaired by professionals and if necessary, replaced and kept ready for use before the commencement of the new academic session. Some of the members of the staff and laboratory assistants make the maintenance of the equipment in their laboratory and the major defective equipment's have been serviced by skilled technicians from outsides. Purchase Committee calls for quotations of the needy materials for the lab. Annual stock verification of chemicals and glassware are done promptly. A stock register is kept in all departments to record all the laboratory facilities. Library: Librarian initiates the requirement and maintenance of the library facilities with the help of library assistants. The Library Advisory Committee plays an active role for the smooth and efficient functioning of the library. The Library was automated using Integrated LibraryManagement Software. Books, manuscripts and reports are maintained with special care by the library assistants and they ensure a dust free atmosphere in library. Purchase Committee Calls for quotations and issue of purchase order for books, journals and other library facilities. Stock verification of library books, is done every year. Sports Facilities: The Department of Physical Education monitors the maintenance of sports equipment's and service of Sports Facilities at least once a year. Professionals are hired for special sports training and field maintenance. The equipments are regularly serviced and newones are purchased whenever required. Regular maintenance of sports field is conducted.

<http://caussanelcollege.com/Policies.aspx>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
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Financial Support from institution	Free education /Partial concession by SHJ	85	418305
Financial Support from Other Sources			
a) National	SC/ST	117	788975
b)International	Nil	Nill	0
View File			

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 implemetation	Number of students enrolled	Agencies involved
Bridge course for all the first year	10/07/2019	461	Institution
Competitive Examination	15/07/2020	138	Aram Foundation
Remedial coaching	09/08/2019	445	Institution
Workshop of Entrepreneurship skill Development programme	20/01/2020	260	District Industrial corporation (DIIC)
Opportunities and Challenges for Graduates	21/01/2020	327	LMES Academy
Women's development programme	20/02/2020	200	Social welfare department
Orientation in Software Development	03/02/2020	327	Soft Technologies
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	B.COM / B.COM CA-BBA Commerce career and Guidance	122	Nill	Nill	Nill
2019	CS , BCA - IT , MATHS ,PHY TNPSC	68	74	Nill	Nill
2019	TAMIL , ENG , BIO	138	8	Nill	Nill

	-CHE ARAM Foundation				
2019	Career guidance	400	100	Nill	Nill
View File					

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

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

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
Bajaj Pvt. Ltd	6	1	Nil	Nill	Nill
View File					

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
2019	3	Caussanel College of Arts and Science	Commerce	Karpagam College of Engineering	M.Com, MBA
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nill	Nill
No file uploaded.	

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

Activity	Level	Number of Participants
Kabadi	Institution Level	23
View File		

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	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
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2019	Nil	National	1	Nil	2518101042	Bharathi
View File						

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

In our College we create space for students by increasing their participation in various institutional activities. Students play an active role in the department association, College level committees and social welfare, Extension activities through YRC, RRC, NSS and KCB (Kalam Community Building). We also have an exclusive practice of dividing the entire students of our College irrespective of year and course into four groups namely ANGELO, CAUSSANEL, MOTHER THERASA, ABDUL KALAM through which students actively engage themselves by participating in the process of converting our College environment into green campus, sports games, Cultural activities and cleanliness of the campus. Academically student's representatives of each class are elected democratically as office bearers of the respective department association. Students plan and execute the academic and cultural activities of the association. Students representative from each classes attend the meeting conducted by the heads of the Institution for all the activities and events in our college that is to be conducted by the students. After meeting the class representative's discuss the information regarding the meeting to concern class students for their participation and involvement in activities for the events. Villages are adapted and preached on different topics, an awareness is brought to the rural children by our students once in every week, Awareness programs are conducted by our students like avoiding plastics, wearing helmets for road safety program etc., Students actively involve themselves in celebrating Teacher's day, students meet, inter-college competition . Students' owe their contribution in all the events conducted by the institution such as Seminar, Sports, intercollegiate meet. The student members are elected in IQAC - Internal Quality Assurance Cell as per the guidance of NAAC. Women cell also has the representation of student's members of the students' council. The Women cell plans and implements various awareness programme about gender equality and other initiatives such as health related camps and the self defense training to girl students . The student members of students' council participate and help in organizing these programmes. Anti ragging committee is constituted and works as per the guidelines of the University Grant Commission.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Association of our College is registered under societies registration Act of 1975 (TAMIL NADU ACT 27 OF 1975) with the register No 98/2016 dated on 1st October 2016. The Caussanel college alumni cell facilitates old students of the College by maintaining a separate cell. The alumni cell helps in understanding the profile of alumni, in making effective social/ academic network, to create documentation/data base, to help our alumni, faculty and students, to empower our alumni in terms of democratic participation in the college activities, in knowledge sharing with the academic committee and to strengthen alumni, the college boosts its alumni spread across the globe and in active global networking of alumni effectively contributing to the alma matter.

5.4.2 – No. of enrolled Alumni:

602

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Nil

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)

Our Institution policy encourages decentralization of power on various grounds including Governance, Finance and property management, Academic affairs, Student welfare, Faculty welfare and other matters. These committees consisted of members from various walk of lives and staff members, students of our own institution. The decisions and suggestions emanated by these committees are taken for consideration and proper implementation. The actions and consequences are carefully monitored and a follow up process is also followed that ensures the maximum benefit goes to the institution and hence the society. Some of the committees that help our Principal and Secretary on the issues of Governance and participate management are: i) Governing council: The college is governed by this council which is headed by president The Sacred Heart of Jesus, Palayamkottai as the chairman and the members of the council includes the exofficio of our college Principal, nominees from University, various Institutions and organizations along with two elected members from the faculty fraternity. ii) Statutory bodies: The college has academic council, Finance committee and Research and development committee to ensure effective management of academic, financial and general administrative affairs of the institution. The academic council structure is reframed to promote the interdisciplinary and skill oriented approach in curriculum. a) Governing body of the college as per UGC norms. This council provides inputs as per the rules of UGC pertaining to framing curriculum of skill development programme and certificate programmes, fixation of fee, evaluation criterion and recommend the outcome to the academic and governing council for actions. b) Academic council: The academic council of the college consists of the Secretary, Principal, Vice principals and Dean. This council that takes care of all academic activities including the conducting of examinations, methods of evaluation and other matters relating to those mentioned. This council takes input to promote skill based effective learning suggestions and ideas of the experts from various field are included in all parts of academic activities. iii) Non statutory committees: There are special set of faculties and students that constitute various committees that help the management on various day today activities. They are Extension Programme committee (KCB), Guidance and Counselling committee (CGS), Sexual Harassment and Anti - Ragging committee, Entrepreneurship cell, National Service Scheme committee, Youth Red Cross committee, Red Ribbon Club committee, Transport committee, Alumni Association committee and Research and Development committee, Cultural committee, Women Cell, Sports committee. iv) Special bodies that constantly monitor and update the Institution on various fronts including academic and social developments are IQAC and NAAC committee and UGC committee.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
---------------	---------

Curriculum Development	<p>1. The curriculum is framed with Innovative Life Skill Courses like Tailoring, Embroidering, Tally, Web Designing, Office Automation, Beautician, DMLT Nursing for the students to get self-employed</p> <p>2. The curriculum is framed based on knowledge learnt in classrooms to real life situations and work experiences.</p>
Examination and Evaluation	<p>1. Continuous Internal Assessment is adapted to measure student learning and improving teaching</p> <p>2. At the end of Semester Examinations are appraised by External Examiner of the university</p> <p>3. Outcome Based Assessment Activities like laboratory skill evaluation with Formative and Summative Assessment is conducted.</p> <p>4. An array of assessment methodologies like classroom quizzes, projects and seminars have been undertaken</p> <p>5. Participation based Activities like NSS, YRC, RRC, KCB and Physical Education are conducted with an overall objective of personality development through community service</p>
Admission of Students	<p>Admissions of students have been done as per Government norms. Wide advertisements were given at the college website and national dailies in both Tamil and English and through social medias. Registration and application uploaded were carried out through online. Selected candidate are intimated through phone calls and SMS.</p> <p>378 UG and 51 PG students were admitted.</p>
Human Resource Management	<p>The college has an effective managing system with exclusive heads/coordinators for UG, PG programmes and co-curricular programmes. Dean for Policies, Administration, Academic advising, Curriculum Development and Research.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>Library has the facility to access books and journals and fully automated. The institution has Angelo Auditorium well equipped seminar halls, examination halls and auditorium. Every Science department have separate Instrumentation lab and departmental library. ICT enabled class rooms facilitate the effective teaching learning process. Separate grounds for football, volleyball, badminton, kho-kho, throw ball, cricket and indoor games such as chess, carom and table</p>

	tennis.
Research and Development	<p>Management encourages the faculty for research publications, paper presentation and training programs.</p> <p>Researchers are encouraged by considering their absence for field work of the study. The Institution encourages the faculty members to take up Research projects from various funding agencies and to pursue research programme. Management encourages the entire department to conduct for seminars, workshops etc...</p>
Teaching and Learning	<p>A range of effective teaching strategies are used to meet student individual needs</p> <ol style="list-style-type: none"> 1. ICT is employed by incorporating technology into teaching. 2. Activity Based Teaching strategies like brainstorming, group work, role playing, discussions, problem solving and reflection which foster critical thinking. 3. Case Study and Field Study Based Learning is done where students work collaboratively and practice social skills. 4. Educational Tours which empower students with new enhanced perspectives. 5. Project Based Learning is adopted where students acquire knowledge through active exploration 6. Peer Interactions through Seminars and presentations are facilitated. 7. Feedback Sessions are conducted to measure students learning and to improve quality of teaching.

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

E-governance area	Details
Administration	<p>In order to carry out effective communication, notification for the faculty meeting, academic council will be sent to the individual members through circulars. All other communications to the academic officers, Heads and faculty members also forwarded through circulars. All programmes organised by the college and departments are displayed in the department notice board.</p>
Finance and Accounts	<p>Students should pay their fees such as tuition fee, examination fee, mess fee and other fees through college office. Payments of bills for the purchase of chemicals, instruments and other amenities can be done through NEFT transfer or cheque payment. Salary for both teaching and non teaching</p>

	staff is distributed through NEFT transfer
Student Admission and Support	Student's admission is done through online and offline. The process of admission includes registration of application, uploading documents, computerised selection list based on government norms.
Examination	Students should download their hall ticket in university website. The examinations will be conducted according to the university timetable. As per the university norms we are allotting classrooms for students. Internal marks for each student out of 25 are provided by the concerned staff based on internal exams. Students can see their result in university portal soon after the semester examination.
Planning and Development	College budget and department master plan for every academic year is prepared through discussion at different level and approved by Management committee of the college. A plan has been evolved every year to up keep infrastructure and laboratory development.

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
Nil	Nil	Nil	Nil	Nil
No file uploaded.				

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 teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Faculty Development program on Be the change to change the people	Nil	01/02/2020	01/02/2020	84	Nil

[View File](#)

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	From Date	To date	Duration
Webinar on A Road Map for Research preparing and presenting research papers in conferences and seminars	1	30/05/2020	30/05/2020	1
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
79	79	27	27

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>? Preference in College Admission is given for the wards of the staff. ? Institution arrange faculty development programme on a regular basis. ? Field Trip Assistance to faculty who accompanying students. ? Marrying Staff are Honoured with Gold coin, ? Maternity leave. ? Annual retreat to the teaching and non teaching staff at the beginning of the year and at the festivals like Christmas and new year</p>	<p>? Annual festival advance, ? Annual bonus for office staff and bus drivers, ? Free dresses for Bus drivers. ? Free Annual retreat (Expenses borne by the management).</p>	<p>? Semester fees discount to the toppers and sports players and volunteers</p>

6.4 – Financial Management and Resource Mobilization

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

<p>An effective internal audit is conducted periodically to improve and nourish the institutional practices of the college by the Finance Committee. The President, Vice President, Edu. Co-ordinator, The Secretary, Local Superior and The Principal, of the college are the members of the Finance Committee. Internal audit is carried out by the external expert Mr. Jeyaraj V Rayen Chartered Accountant, Associates for each financial year.</p>

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	Funds/ Grnats received in Rs.	Purpose
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funding agencies /individuals		
Nil	0	Nil
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6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	IQAC
Administrative	Yes	Finance Committee members of our society – Sacred Heart of Jesus	Yes	Finance Committee members of the College

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

Regular Interactions with administrators and faculty • Participate and support college activities like sports day, College day functions and cultural activities • Departments hold periodic PTA meetings and updates the academic progress of the students through the respective academic advisors.

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

• Encourage to increase their qualification • Regular ICT related training in office administration • Training programme for communicative English
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

? To enhance and implement research works. ? To initiate the works for getting minor projects from UGC ? To increase the number of MOUs with other institutions and industries
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6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Symposium on Draft National Education Policy 2019 – A Review	14/08/2019	14/08/2019	14/08/2019	30

[View File](#)

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Awareness program on "Importance of being a women"	18/09/2019	18/09/2019	150	92
Orientation on "Protection of Girl child"	19/12/2019	19/12/2019	198	Nill
Awareness program on "Nutrition and Employment for rural area women"	20/02/2020	20/02/2020	202	132
Drawing Competition on Penmaiyaipotruvom	12/03/2020	12/03/2020	53	15
Award function on account of International women's day.	16/03/2020	16/03/2020	534	Nill

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

Percentage of power requirement of the University met by the renewable energy sources
As an initiative implanted 3 solar lamps in the campus and usage of solar water heater in girl's hostel.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	2
Rest Rooms	Yes	2
Any other similar facility	Yes	1
Scribes for examination	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff

		community					
Nill	Nill	Nill	Nill	00	Nil	00	Nill
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Academic Hand Book	07/06/2019	http://caussanelcollege.com/AcademicCalendar.asp x

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Leprosy awareness program	06/02/2020	06/02/2020	112
View File			

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

• Rain water harvesting • Plastic free campus • Tree Plantation • Solar lamps • LED

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Saving a Life through Blood Donation Objective: • To ensure the availability of the required group of blood on emergency. • To sensitize the students on the need for blood donation. • To organize community based blood donation camps at the nearby villages. • To propagate the message about blood donation and to remove the myths and fears about blood donation. • To create and update a directory of voluntary donors so that the required blood is available on request. • To generate awareness on blood donation and its significance in saving lives during • emergencies related to natural calamities and accidents.

Context: There are plenty of hospitals around the place , and the need for blood transfusion is felt everyday for surgical procedures. More over as pointed out by the article "The rate of accidents going up in Ramanathapuram Dist" in Hindu News paper dated June18, 2011, a lot of accident victims are brought to the Headquarters Government Hospital in Ramanathapuram. However the population in around this place has a lot of fears and misconceptions about blood donation. Hence the college has taken this initiative of creating awareness on this issue. Service to the needy is service to God, So the college plans to render services by adopting the practice on "Saving Life through Blood Donation" to the victims who are in need of blood transfusion on emergency conditions. Practice: At the beginning of every academic year, blood test is carried out on all the freshers. A digitalized data of the blood donors is kept in the College. When people approach the College requesting blood donation with a valid diagnostic recommendation from a registered medical practitioner, the Coordinator of the RRC arranges to send suitable donors to the spot. Apart from this, the College organizes regular blood donation camps. During the last three years, the College has collected 267 pints of blood in collaboration with Red Cross Society and NSS Volunteers. The Institution aims at ensuring easy accessibility and adequate supply of safe and quality blood. Blood collected from voluntary blood donors is stored and transported under optimum conditions with the help of medical staff of the Government Hospital, Ramanathapuram and Rajaji Hospital in Madurai. Under the policy, blood donation is made available to people irrespective of their economic or social status. Total Quality Management approach has ensured smooth conduct of Blood Donation Camps and

follow up work. Obstacles faced, if any, and the strategies adopted to overcome: The obstacles faced include non-availability of rare groups of blood. Donors cannot be sent to the spot on tests and examination days. Sending girl donors to distant locations poses difficulties. Sometimes there is parental resistance to the practice. However, such issues are addressed to during sensitization programmes. Impact of the Practice The practice has made a tremendous impact on community, students, and, teachers. Donated blood is being utilized by people and institutions not only in Ramanathapuram but also in neighboring areas. The blood is also being utilized by the anemic patients and accident victims. The voluntary blood donation camps have resulted in great impact on the students as well as teachers. The impact is also apparent on personality development and inculcation of human values and civic responsibility. It has led to reduced indiscipline and enhanced sense of the responsibility among the students. It has also created a sense of managerial ability among the students for organizing such type of events in the College.

Resources Required: The funds are made available by the management. Best Practice 2: Village Adoption under 'Kalam Community Building' Programme Objective: To sensitize the students on the needs of the illiterate population of the village regarding education, health and drinking water supply. To instill among the students a sense of social responsibility towards the upliftment of the villagers. To foster a sense of cleanliness and environmental awareness among the villagers. ?To help the villagers benefit out of the government welfare schemes. ?To help the villagers in their economic development through educating them about small savings culture. ?To conduct adult literacy programmes to the illiterate elders in the village ?To expose the students to the hard realities of rural economy. Context: The college is surrounded by many small villages. A majority of them still face constraints such as lack of access to education, health facilities, drinking water, power, roads, credit availability, information and marketing. Most of the students also hail from such villages. Against this background, initially the College has adopted Indranagar, a small coastal area in Muthupettai village. After a pilot study conducted on the livelihood of women in the area, it was known that most of the people in this area are illiterate and economically poor. To make matters worse they lived in unsanitary conditions and most of the men folk were alcoholic addicts. So the College decided to adopt the area for the betterment of their lives. As of now 10 more such villages have been adopted by our College. The impact of the Practice Women have become articulate, aspiring and capable of taking leadership in the community related matters. Thanks to special sensitization drives by various wings of the college and the students-backed efforts of women SHG, consumption of liquor among the men folk has been reduced to a great extent. Almost all the children are enrolled in schools. Children completing their education in the primary schools are now sent to other schools for further study. The night-time coaching class provides additional academic support to children of fishing folks. Also, all the infants in the village have been duly vaccinated. On the whole, the effort has had a satisfying impact on coastal people. Resources Required: The funds are made available by the management.

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

<http://caussanelcollege.com/Bestinours.aspx>

7.3 – Institutional Distinctiveness

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

The vision of the College includes aims to provide knowledge of the highest standard and achieve excellence. To foster the spirit of love, compassion,

universal brotherhood and patriotism through the ideal of tolerance of diversities within the society and thus fulfill the institution's motto, "Learn and Shine". To facilitate holistic development of the younger generation, which includes physical, mental and spiritual wellbeing moral values are taught and practiced in the College campus. The students get requisite lessons that keep their minds ignited for seeking knowledge and are motivated to do well in every sphere of their life. One distinctive practice of the College is the daily morning assembly which is taken up for 15 minutes before the classes commence. It is an effective mechanism for maintaining discipline, nurturing leadership abilities, exposing hidden talents of the students and punctuality. Extracurricular activities are conducted in the College which gives a platform to the students to display their talents and potentialities. And in this regard, clubs based on variety of activities have been formed. Each student has been assigned a club based on his/her preference so as to encourage their interest besides the academic. The College also consists of various committees which look after the welfare of the students and cater to their needs. The Mentoring Programme that has been initiated by the College has also made a positive impact especially on the personal development of the students. The close relationship formed between the mentor and the mentees has helped the students to feel connected to the College as a member of the fraternity and not just as a mere student with a daily class routine. In the process of the mentoring, the mentors are able to learn more not only about their personal interests but also about the challenges that they face both as a student and as a member of the society. And accordingly, the respective mentors try their best to offer their guidance and if necessary, they are also referred to the College Counsellor.

Provide the weblink of the institution

<http://caussanelcollege.com/Distinctiveness.aspx>

8.Future Plans of Actions for Next Academic Year

An Initiative will be taken to startup the Research center for the promotion of Research project under taken in and around the college. A plan is underway to introduce new courses in the coming Academic year such as food preservation and processing, fisheries related courses for the benefit of students around the coastal area. An action plan taken to plant 1000 saplings in and around the villages surrounded by college. New courses which helps the students to Research in the Tamil Department such as M.Phil and PHD. To Motivate the students to involve social related activities through the Kalam Community Building to serve the poor people. A Plan is under the proposal to adapt 10 more villages near by college through KCB functioning in our Institution to undertake people welfare activities. As our students are from coastal and rural area they are naturally strong physically so, in order to motivate them into sports activity, a new course on Sports and Games will be Introduce in one or two Academic years. A program on placement and carrier development for the students to be employed conducted frequently.