Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**BON SECOURS COLLEGE FOR WOMEN**
Name of the head of the Institution	**Dr.Sr.Cathelina**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04362257447**
Mobile no.	**9443075030**
Registered Email	**bonsecourscollege02@gmail.com**
Alternate Email	**boniqac2011@gmail.com**
Address	**Bon Secours College for Women, Vilar Bypass, Thanjavur**
City/Town	**Thanjavur**
State/UT	**Tamil Nadu**
Pincode	**613006**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Rural**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Dr.R.Kalaivani**
Phone no/Alternate Phone no.	**04362257447**
Mobile no.	**9894289053**
Registered Email	**boniqac2011@gmail.com**
Alternate Email	**vanisri05bio@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.bonsecourscollege.org/AQAR2018-19.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.bonsecourscollege.org/calendar_1920.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**A**	**3.34**	**2014**	**29-Sep-2014**	**29-Sep-2019**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**07-May-2011**

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
Exit Level Test	**30-May-2020**	**1427**

	1	
Stakeholder Meeting	20-Jun-2019 1	25
Alumni feedback	30-Apr-2020 1	90
Student Satisfactory Survey on course, faculty and facilities	30-Apr-2020 1	3370
One Tree One Life Movement with Department of Biotechnology and Student Council	05-Jun-2020 1	1500
FDP on Fundamental Elements of Teaching and Effective Teaching Techniques	10-Jun-2019 2	259
Workshop on Centuries Ahead in Quality Education: Know How	28-Aug-2019 1	175
Academic Collaborative Seminar with NAAC on The Transformation in Higher Education-National Educational Policy, relevance with Accreditation and Autonomy	12-Oct-2019 1	259
Workshop on ICT enabled tools for effective teaching and learning process	11-Dec-2019 1	200
FDP on Construction and Cultivation of Teachers' Quality in Higher Education	13-May-2020 5	230
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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
No Data Entered/Not Applicable!!!				
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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 :	**11**
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. FDP on Fundamental Elements of Teaching Effective Teaching Techniques 2. Academic Collaborative National Seminar with NAAC on "The Transformation in Higher Education National Educational Policy, 2019 relevance with Accreditation and Autonomy" (THE – NEP2k19) 3. Workshop on "Centuries Ahead in Quality Education: KnowHow" 4. Iraivi Solutions, the Incubation Centre for herbal finished sanitary napkin preparation was installed 5. UGC – Scheme of Paramarsh was approved as the mentor institution 6. Paramarsh Induction Programme 7. Workshop on "ICT enabled tools for effective teaching learning process" 8. Webinar on NAAC Accreditation: Reviewing the preparedness 9. FDP on Construction and Cultivation of Teachers' Quality in Higher Education 2020 10.Faculty sensitisation on NPTEL and NEP 2019 11. MoU was signed with GURUKUL SOFT, Chennai for MIS upgradation. 12. Infrastructure augmentation was extended [Cafeteria, etc.,] 13.Startup on Solar Projects 14. Certificate courses on Skill development and Entrepreneurship were introduced 15.Extension activities in the name of GBS [Give Back to Society] was introduced

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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
FDP was Planned	**10.06.2019 11.06.2019 FDP on Fundamental elements of teachers and Effective teaching techniques was organised. The resource persons and topics were as follows, Fr. Antony Samy, OSM, Counselling Psychotherapist on Interpersonal relationship among teachers and students. Rev.Fr. Susai Raj, Director, Jeevajothy organization, Kantharvakottai on Effective teacher. Prof.M.Subramanian, Prof.of English on Report Writing. Dr.K.Maran, Prof. Director, Sai Ram Institute of Management Studies, Sri Sai Ram Engg. College Chennai on Research Dynamics on**

	Professional Development. Mr. Syed Nazimuddeen, Mr. Syed Nazimuddeen, AGM, ARIN Professional Services Pvt.Ltd. Trichy on on Google Classroom Dr.P.Srinivasan, Dept.of.Education, Central University, Tiruvarur on Phycology of learning.
IQAC planned to register the institution as local chapter in NPTEL and informed that NPTEL SWAYAM enrolment is mandatory.	14.06.2019- Registered as NPTEL Local Chapter
Prepared modules and schedule for Foundation course for the college entrants.	19.06.2019 to 29.06.2019 – Foundation course with entry level test was conducted.
Iraivi Solutions, the Incubation Centre would be installed for herbal finished sanitary napkin preparation and deserving students are given employability under Earn while learn scheme.	19.06.2019 - Incubation Centre was installed.
Planned to organise a programme for students.	26.06.2019 and 27.06.2019 – R & D Cell organised two days orientation programme on "Research Methodology of Higher Education".
Conduction of TIID [Teachers Individual & Institutional Development] model class programme regularly.	10.07.2019 to 17.07.2019 - Conducted for the academic year (2019-2020) at deanery level.
Management approval was requested for MIS up-gradation on 23.07.2019	MoU was signed with GURUKUL SOFT, Chennai on 04.09.2019
Planned to sensitize the faculty on NPTEL, MOOC, Online Courses and NEP 2019.	"Dr.A.Esther Shanthini, Asst. Prof. of English and Ms.B.Asha, Asst. Prof. of Computer Science attended the National colloquium on "Draft National Education Policy 2019" on 25.07.2019 at St. Joseph's College Trichy. As a followup, the main features of the National colloquium were explained to the faculty through a presentation on 05.08.2019 Ms.V.Vennila, Asst. Prof. of Information Technology attended "One day Workshop on NPTEL" at Manonmaniam Sundaranar University, Tirunelveli on 19.07.2019 and the faculty were sensitised on the same on 25.07.2019. "
IQAC recommended to conduct orientation classes on Digital Literacy for the faculty.	15.07.2019 to 03.08.2019 - IDMC [Integrated Data Management Centre] conducted the orientation classes on Digital Literacy –The Professional Fitness for 31 faculty members, who need assistance in using ICT tools.
Suggested to submit STRIDE project proposal.	Mr. A. Antony Raj, Asst. Prof. of Management Studies and Dr.A.Esther Shanthini, Asst. Prof. of English submitted proposal under STRIDE

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Rev. Dr. Sr. Mariammal, Secretary and Dr. Sr. Cathelina, Principal	**23-Nov-2020**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**

16. Whether institutional data submitted to AISHE:	**Yes**

Year of Submission	**2020**

Date of Submission	**15-Feb-2020**

17. Does the Institution have Management Information System ?	**Yes**

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**The Institution deploys a Management Information System for its overall functioning. The MIS automates the major part of the institutions' academic and administrative processes. Memorandum of Understanding was signed with Gurukul Soft, Chennai. The Gurukul Software comprises of specific modules through cloud based distributed system which facilitates the overall progress of the institution. The web application replaces technical manpower through its inbuilt online application modules which reduces time and operates through user friendly mode. The stakeholders are able to easily access the required information. The list of modules in MIS consists of Core modules, Pro modules and Enterprise modules. Core modules include College Profile, Staff Management, Student Management, Departments Sections, SMS Services, Semester Exams Cycle test Reports, Attendance management, Calendar and holidays, Gallery, Group, Notice board, News and Award, Events, Students discipline and User management. Pro Modules consists of Mobile application, Time table, Fees management, Instant Fee, Certificates, Transport and Fees,**

Home Work / Assignments, Question Bank, Staff Leave Attendance, Syllabus management, Customized Reports, Course materials, Online application, and Alumni. Enterprise Modules comprises of Library management, Hostel management, Pay Roll management, Survey management, Purchase management, Inventory management, Expense management, Budget management, Online application Centre, PT Association tool and Front Office. With these modules the functioning of the Institution could be tracked and monitored with accountability. The authorised users can alone access the information since it is highly secure and password protected. The institution is completely digitalised with email system with advance filter mechanisms of analytic based customized reports. The salient features of MIS include separate website of the institution with regular updation, online application form, admission results, automated email and SMS configuration with advance filter mechanism, customized email reports as per request and role based access and controls. It is extensively user friendly and requires very less effort to use the application. It renders easy and effective ways for the preparation of timetable, maintenance of attendance, preparation of customised reports, uploading of photos, gallery, news and awards provides easy access to students and customizable application as per the requirements. In addition, it generates hundreds of statistics and reports with unlimited data storage. On the whole the software application maintains history of students, faculty and the classes have an access control system to class management security system. It provides end to end software services to automate 90 of college processes and operational commitment of Education. Quite 500 plus reports, 100 plus graphical reports and 45 deeply analyzed modules help to stay connected the students, faculty, parents and management with 99.9 availability. It ensures distance learning solutions to Students and they can progress their studies without any break in learning chain. It assists to evaluate the performance appraisal of the faculty members. It makes the institution into

digitalize within 72 hours upon the
data. The automatic SMS and email
system with filter mechanism keep
poppingup of all analytic based
customized reports.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The institution adheres to the curriculum offered by the Bharathidasan University, Tiruchirappalli. Quality circle of the institution sticks on to the well-structured implementation strategies aligned with the vision & mission and students-centric stance. The institution ensures effective curriculum delivery through a precise planning and implementation process as mentioned below. Courses are allotted to faculty according to area of specialization and their skill level in every semester and timetable is prepared. Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) aid in providing direction to teaching, learning and other related activities. The teacher's course diary is inbuilt with lesson plan, teaching plan, teaching pedagogy, evaluation, assessment with follow-up metrics. Lesson plan is prepared by the respective faculty members at the beginning of each semester for the courses to be handled by them. The Heads of the department and the principal verify the lesson plan. The lesson plan, teaching plan and logbook give an insight on "how-might-we" adhere to plan & regular classes in line with effective curriculum planning and delivery mechanism. Academic year plan is prepared by each department with curriculum enrichment programmes and association activities at the commencement of the academic year. The periodical meetings with management council, IQAC, staff council, head of the Departments meeting within the departments, Bon Secours Student Arm (BSSA), the student council are conducted. Bridge Course in Communicative English is offered for the new entrants at the beginning of the semester "English For You" classes at the basic, intermediate and advanced level are offered to the students from Tamil medium. Foundation Program is offered with Know thy institution and department, Digital quest, Knowledge and Technology and Transfer (KATT) programme, Give back to Society (GBS) programme, Terminology & effective learning practices as orientation at department level for all first year students. Certificate courses, value added courses and add on courses are offered to all the students to meet the demand in the job markets and Entrepreneurial skill requirements. Vocational Education Training (VET) programmes are extended to develop their skills towards Entrepreneurship. The institution conducts Soft skills training programme and Pre placement training to the final year students to equip them as competent for their career. Special lecture, seminar, conference, symposium and workshops are organized by all the department for the curricular and co-curricular augmentation. The departments arrange industrial visits, education tours and internships to provide practical exposure. Programmes on competitive examination and Career guidance are organized for the students. Entry level and Exit Level tests are conducted in addition to continuous internal assessment examination to facilitate effective curriculum delivery. Special Programmes for slow learners as Gear Up Self (GUS) and advanced learners as Gear up Extraordinary Minds (GEMs) respectively. Mentoring system is extended effectively for all the students to render one to one relationship with consistent support, guidance and assistance for their personal development and academic growth. Feedback from Students, Teachers,

Parents, Alumni and Employer on curriculum design and implementation is markedly examined to enable the students to achieve their learning goals.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Project Management	Nil	12/06/2019	5	Employabil ity	Skill Development
Diversity and Social Justice in Social Work	Nil	12/06/2019	5	Entreprene urship	Skill Development
Build Your English	Nil	12/06/2019	5	Employabil ity	Skill Development
Fundamentals of Library Science	Nil	12/06/2019	5	Employabil ity	Skill Development
Music	Nil	12/06/2019	5	Employabil ity	Skill Development
Cryptography	Nil	12/06/2019	5	Employabil ity	Skill Development
Basics of Digital Skills	Nil	12/06/2019	5	Employabil ity	Skill Development
Karate	Nil	12/06/2019	5	Employabil ity	Skill Development
Phytochemi cal Techniques	Nil	12/06/2019	5	Employabil ity	Skill Development
Bioentrepr eneurship	Nil	12/06/2019	5	Employabil ity	Skill Development
Patent Law	Nil	12/06/2019	5	Employabil ity	Skill Development
Cell Culture Technique	Nil	12/06/2019	5	Employabil ity	Skill Development
Organic Farming	Nil	12/06/2019	5	Employabil ity	Skill Development
Nutrition And Dietetics	Nil	12/06/2019	5	Employabil ity	Skill Development
Hospital Data Management	Nil	12/06/2019	5	Employabil ity	Skill Development
Asp.Net	Nil	12/06/2019	5	Employabil ity	Skill Development
Web Design	Nil	12/06/2019	5	Employabil ity	Skill Development

NSDC certificate courses	Nil	12/06/2019	5	Employability	Skill Development
Ubuntu	Nil	12/06/2019	5	Entrepreneurship	Skill Development
Cloud Computing	Nil	12/06/2019	5	Employability	Skill Development
Tanjore Glass Painting	Nil	12/06/2019	5	Entrepreneurship	Skill Development
0	Palm Script	12/06/2019	365	Employability	Skill Development
Entrepreneurship Skill Development	Nil	12/06/2019	5	Entrepreneurship	Skill Development
Data Analysis Using Spread Sheets	Nil	12/06/2019	5	Employability	Skill Development
NCFM - Basics	Nil	12/06/2019	5	Employability	Skill Development
Sculpture Art	Nil	12/06/2019	5	Entrepreneurship	Skill Development

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Library and Information Science	14/06/2019
BSW	Social Work	14/06/2019
BA	Tamil	14/06/2019
MPhil	Management Studies	20/09/2019
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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
BSc	Library and Information Science	14/06/2019
BSW	Social Work	14/06/2019
BA	Tamil	14/06/2019
MPhil	Management Studeis	20/09/2019

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

	Certificate	Diploma Course
Number of Students	3710	254

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
Psychology Counselling	Nill	82
Yoga	Nill	71
Entrepreneurship Skill Development	12/06/2019	53
Build Your English	12/06/2019	115
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Mathematics	658
MSc	Mathematics	43
BSc	Physics	268
MSc	Physics	29
BSc	Chemistry	151
MSc	Chemistry	15
BCom	Commerce	522
MCom	Commerce	18
BA	English	239
MA	English	23
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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 progress of the institution profoundly relies on the well-organized feedback system. The institution has been practicing a feedback system accommodating all the stake holders including staff, students, alumni, employees and parents. The Feedback system improves the better performance of the individuals and organization effectively. There is a well set mechanism in the institution is functioning as ECHO [Effective Criticism and Healthy Outcomes] to collect and analyze the feedback received from the students and other stakeholders. Feedback is obtained with questionnaire through Intranet mode. Questionnaire includes matters pertaining to course, teaching-learning mechanism, pedagogy, syllabus completion, internal assessment and evaluation procedures, transparency, mentoring system, course material, library facilities, assignment and seminar activities, internship and training

programmes, soft skill training and placement etc., The students once in each semester register their feedback and Parents Feedback is obtained during the PTA meeting held twice in a year and also on occasion when the parents visit the college which is recorded in the faculty course plan. The feedback is also collected from the students through suggestion boxes kept at strategic places in the college and the grievance committee looks after the feedback which is resolved genuinely. As alumni is found to be the brand ambassador(s) of the institution, the feedback of the alumni is taken with due considerations. They offer their feedback at the annual meeting. The feedbacks from the employers are also collected. The outcome of the feedback is brought to the notice of the Principal and represents the suggestions in appropriate forums such as the management council, staff council and related committee. Grievances related to examination is noted by the Examination cell and resolved by the Principal. The students' difficulties on examinations are received and discussed by the course tutor with the Head of the department and structured remedial classes are conducted in order to help the students to progress in their studies. All the students are counselled by their respective mentors in addition to counsellors. In addition, guests and resource persons also register their feedback for the improvisation and betterment of the institution. Thus the feedbacks from the stakeholders are utilized for the holistic development of the college in every sphere.

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
BSc	Information Technology	60	60	59
BCA	Computer Applications	132	181	132
MSW	Social Work	30	15	14
MSc	Physics	30	30	30
BSc	Physics	99	149	91
BSc	Botany	50	60	50
BSc	Fashion Technology and Costume Design	50	81	50
BCom	Commerce	240	294	232
BSc	Computer Science	131	200	127
BSc	Mathematics	240	274	191
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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	Number of fulltime teachers available in the institution teaching only PG	Number of teachers teaching both UG and PG courses

2019	3988	397	83	7	75

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
161	160	96	18	14	21
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)

The institution has durable students mentoring system where students have the opportunity to develop a relationship with faculty members in means of support and guidance. It is a particular form of relationship designed to provide personal and professional support to an individual. The mentor's role is assigned to assist the mentee by strengthen their ability, recognize their hidden talents, skills, abilities, and interests, and promote higher order thinking and problem solving abilities eventually to attain their long-term goals. The mentorship program is for all the students in general, and it is extended deeply to the first year students during induction programme in specific. The mentor not only helps the newcomers in settling in the institution, but also solves their academic and personal problems while on campus. There is a mentor for a group of 25-30 students which is allotted by the Principal. Mentors meet their mentees on a weekly basis which is integrated in their academic time table. The mentors monitor the attendance and performance at the behavioral changes of the students under them. The mentors maintain a record that contains all the details about the mentees under her care. The mentor identifies the regular absentees and guides them. If necessary, she refers the students to the counseling cell where one to one conversation is recommended for the mentee with follow-up sessions. The mentor also tracks the academic progress of the mentees. The Slow learners and advance learners are identified by the mentor and appropriate opportunities, special care and attention are given to them to improve their academic performance. The mentor provides personal guidance to the mentees for resolving their personal problems. Even the financial issues are addressed by the mentor, by referring the students to student welfare committee which renders students supportive services [SSS]. The SSS finds resources through SAFE [Students Assisted Finance for Education], MANNA, the mid-day meal scheme for needy and I CAN, the business bazaar programmes prevalent in the college. The psychological issues and major problems are also encountered at the most for the students from remote villages. Programmes related to Gender issues, harassment, personality development, value education, yoga and spirituality are also conducted for the students by the respective committee at regular intervals in reference with mentors.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4401	161	27.335

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
161	118	43	43	13

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

2019	Dr.Arokiados Esther Shanthini	Assistant Professor	Best Teacher Award, Vasantham Lions Club of Thanjavur.
2019	Dr G.Anandhi State Level	Assistant Professor	Illakiya chemmal Award-Chennai Iksa center Chennai
2019	Dr G.Muthazhahi State Level	Assistant Professor	Seer migu aasiriyar Award- Chennai Iksa Center, Chennai
2019	Dr.Sr.Cathelina	Principal	International Institute of Education Management Asia Pacific Educationist Award Remarkable role in the field of Education

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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
BCom	BCOM	ODD/2019	04/12/2019	12/01/2020
MSc	MSCCS	EVEN/2020	23/09/2020	02/11/2020
MSc	MSCCS	ODD/2019	23/11/2019	23/01/2020
BSc	BSCMAT	ODD/2019	23/11/2019	28/01/2020
BSc	BSCMAT	ODD/2019	03/12/2019	28/01/2020
BSc	BSCMAT	ODD/2019	02/12/2019	28/01/2020
MSc	MSCMAT	EVEN/2020	26/09/2020	27/10/2020
MPhil	MPHILMAT	ODD/2019	27/02/2020	08/06/2020
BSc	BSCCS	ODD/2019	28/11/2019	28/01/2020
BSc	BSCCS	ODD/2019	26/11/2019	28/01/2020

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The continuous internal evaluation system adheres to the University prescribed rules and regulations. But nevertheless, meticulous planning and execution is applied to the internal examinations. The Internal examinations are carried out in three phases of the academic year as CIA I, CIA II and Pre semester examination. The pattern of Internal Assessment (IA) was reformed by the university as Test, Activity and Assignment for UG and Test, Seminar and Assignment for PG students. Students' academic performance is recorded in faculty course dairy, continuous monitoring and reforms are carried out

accordingly. Students who fail are given a second chance to improve themselves. Remedial classes are conducted for the failures. Grievances of the students are addressed in a time bound manner. Internal Exam marks are sent as text message to the parents at regular intervals. Feedback system is functioning as ECHO (Effective Criticism and Healthy Outcome] also collect, analyse and take action on grievances related to examination. PTA Meeting is convened after the CIA I, II and Pre semester and parents can access the performance of the students with the Answer scripts of CIA I, CIA II and Presemester, attendance and overall performances of the ward. The timing of the internal examinations was extended to two hours based on the feedback of Bon Secours Student Arm [BSSA], the student council. The examination committee ensures the smooth functioning of internal and external exams with strict adherence to the rules and regulations of the Parent University.

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

The institution is affiliated to Bharathidasan University and Examinations are conducted at the end of each semester by following University norms. College informs students about university notices and circulars related to the examinations through student notice board, departmental notice boards, college website and also verbally by the faculty members of the department. At the commencement of the academic year, students are provided with calendar to fit into the academic programmes well in advance. The procedures and dates of the Internal Examinations, CIA I, CIA II and Presemester are prescribed and conducted aligning with academic calendar. Any changes in the same will be intimated earlier by Examination committee with the approval of the principal. The eligibility for appearing in the University exams is stated in the calendar and the information regarding revaluation, retotaling and transparency are also highlighted. The principal reiterates to the faculty regarding the scheduled syllabus completion and revision to ensure course outcome. The principal conducts meeting with Department level Students Forum [DSF] that comprises of class representatives, time to time to discuss about the pertinent syllabus completion in line with calendar schedule. The students' performance in the internal examinations is discussed by the respective class tutors with the parents in the PTA meeting which is mentioned in the calendar. All departments conduct internal assessment of students and students are well informed about internal examinations well in advance by the department in line with calendar. Internal assessment results are uploaded in university portal in accordance with university regulations and timeframe.

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://www.bonsecourscollege.org/Outcomes.php

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
BSCMAT	BSc	Mathematics	233	233	100
BSCCS	BSc	Computer Science	60	60	100
BCOM	BCom	Commerce	115	114	

					99.13043478
BSCFTCD	BSc	Fashion Technology and Costume Design	47	47	100
BSCBOT	BSc	Botany	47	47	100
BSCPHY	BSc	Physics	87	87	100
MSCPHY	MSc	Physics	29	29	100
MSW	MSc	Social Work	3	3	100
BCA	BCA	Computer Applications	115	115	100
BSCIT	BSc	Information Technology	56	56	100

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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)

http://www.bonsecourscollege.org/IQAC_WEBSITE/SSS_Feedback.pdf

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
Any Other (Specify)	365	BSMF	103000	103000
Any Other (Specify)	2	ICSSR, Hyderabad	40000	40000
Any Other (Specify)	1	ICSSR, Hyderabad	20000	20000
Students Research Projects (Other than compulsory by the University)	180	TNSCST	15000	15000
Total	0	0	178000	178000

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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
Three Days Workshop on Intellectual Property Rights (WIPR-2020)	Physics Chemistry	24/02/2020

Seminar on Intellectual Property Rights Patents	Social Work	17/10/2019
Workshop on Screen - Printing	Fashion Technology	25/11/2019
Entrepreneurial Development on Vermicompost and mushroom cultivation	Botany	05/12/2019
National faculty development program on Research Methodology	Biotechnology	24/04/2020
Entrepreneur Awareness Programme	EDC	14/10/2019
Copyrights and its importance	Tamil	21/12/2019

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
0	0	0	Nill	0

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
1	IRAIVI Solutions	TNSCST, Tamil Nadu	BON – Eco Right Start up	Initiation of BON Azo Bioenzyme Production	20/06/2019

[View File](#)

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
4	1	0

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

Name of the Department	Number of PhD's Awarded
Research Department of Commerce	1

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	Maths	5	3.82
International	Physics	4	1.37
International	Chemistry	5	4.63
National	Commerce	4	6.01
National	English	17	4.3
National	History	1	6.8

International	Commerce	17	4.6
International	Management	5	5.59
International	English	1	5.3
International	Social Work	2	4.6

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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
Tamil	5
Fashion Technology	2
Biotechnology	1
Management	2
Commerce	1
English	1

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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
CdO:Ag thin films with enhanced visible light photo catalytic activity against metanil yellow	Ms. M. Karthika	SN Applied Sciences	2019	2	Bon Secours College for Women, Thanjavur	1
Realization of Improved Visible Light- Mediated Photocatalytic Activity of Al2O3 Nanoparticles Through Cobalt Doping	Ms. M. Karthika	Journal of Electronics Materials	2019	2	Bon Secours College for Women, Thanjavur	Nill
Cauliflower shaped	Ms. M. Karthika	Nano-Structures Na	2020	1	Bon Secours	Nill

CdO:Mo nanostructures with enhanced photocatalytic activity against the degradation of metanil yellow dye		no-Objects			College for Women, Thanjavur	
Visible light mediated photocatalytic activity of Ni-doped Al2O3 nano particles	Ms. M. Karthika	Surfaces and Interfaces	2019	1	A.V.V.M Sri Pushpam College, Poondi	1
Crystallographic, spectral and computational studies on (S)-4-(4-aminobenzyl) oxazolidin-2-one	Dr.M.Ramalingam	Spectrochimica Acta Part A: Molecular and Biomolecular Spectroscopy	2020	0	Bon Secours College for Women, Thanjavur	Nill
Molecular Vibrational(FT-IR and FT-Raman),NMR and UV spectral analysis of imidazo[1,2-]pyridazine using experimental and DFT calculations	Dr.M.Ramalingam	Chemical Physics Letters-ElSEVIER	2020	1	Bon Secours College for Women, Thanjavur	1
An intellect and clustering technology using noiseless content	Ms.M.Florence Dayana	International journal of advanced Research in dynamical control	2019	0	A.V.V.M Sri Pushpam College.(Auto)	Nill

Extraction in web page		System				
A Technical insight of MANNET	Ms.S.Man imozhi	Advanced Mathematic al Science	2019	0	Rajah Serfoji Govt. College	Nill
On Fuzzy croitical path Method based on ranking of various type-2 fuzzy quantities using centroid of centroids	Ms.A.Helen Shobana	Internat ional Journal of Engineerin g advanced technology	2019	1	Bon Secours College for Women, Thanjavur	1
Insilico Pharmaco kinetics Molecular docking of novel bioactive compound(1 1-methoxy -2-methyl tridecane- 4-ol) for inhibiting carbohydra tes hydrol yzing enzymes.	Dr.S.Ram adevi	Journal of biologi cally active products from nature	2020	1	Bon Secours College for Women, Thanjavur	Nill
View File						

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
On Fuzzy croitical path Method based on ranking of various type-2 fuzzy quantities using	Ms.A.Helen Shobana	Internat ional Journal of Engineerin g advanced technology	2019	Nill	1	Bon Secours College for Women, Thanjavur

centroid of centroids						
Cauliflower shaped CdO:Mo nanostructures with enhanced photocatalytic activity against the degradation of metanil yellow dye	Ms. M. Karthika	Nano-Structures Nano-Objects	2020	2	Nill	Bon Secours College for Women, Thanjavur
Realization of Improved Visible Light-Mediated Photocatalytic Activity of Al2O3 Nanoparticles Through Cobalt Doping	Ms. M. Karthika	Journal of Electronics Materials	2019	2	Nill	Bon Secours College for Women, Thanjavur
CdO:Ag thin films with enhanced visible light photo catalytic activity against metanil yellow	Ms. M. Karthika	SN Applied Sciences	2019	2	1	Bon Secours College for Women, Thanjavur
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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	61	103	43	6
Presented papers	43	16	Nill	Nill
Resource persons	1	3	1	5
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
Mass Cleaning Campaign-Big Temple	NSS/Exnora/YRC/District Collectorate, Thanjavur	11	215
Consecration of Big Temple	NSS/ YRC/District Collectorate Thanjavur	120	350
National Voters Day	NSS/Thanjavur Corporation	6	150
International Day Against Drug Abuse and Illicit Trafiking Awareness Rally	YRC/Indian Red Cross Society,Thanjavur District Branch	3	50
Awareness against Drug Abuse	NSS/District Collectorate Thanjavur	2	100
Campaign on Abolition of Human Trafficking	NSS/Rotaract/Tamil Nadu State Transport Corporation/Vasntham Lions Club Thajavur	7	150
Big Temple Cleaning Camp	NSS/RRC/Indian Tourism Board/Swachha Hi Seva Parvatan Part V,Thanjavur	4	150
Tetanus Diptheria Vaccination Camp	NSS/Meenakshi Mission Hospital/Sivapreethi Hospital/Our Lady Hospital/National Pharma Hospital,Thanjavur	2	20
World Human Population Day	Exnora/Vilar Panchayat,Thanjavur	2	25
World Population Day	NSS/Tamil Nadu Population Control Board, Thanjavur	1	100

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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

Contribution towards Women Empowerment	Service Excellent Award-Rotaract Club	Rotaract Club of Thanjavur South	70
Green practices	Eco Ambassador Award	Youth ExNoRa International – Tamil Nadu	100
Big Temple Cleaning Campaign Service during Consecration	Best Volunteer Service in Big Temple Consecration	Thanjavur District Collectorate	Nill
Global student solar ambassador workshop	Appreciation Award	IIT,Bombay	100

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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 activites	Number of students participated in such activites
Awareness Programme	NSS/ Bharathidasan University,Trichy	Human Rights Duties	6	150
Swach Bharat	NSS/Exnora/YRC/District Collectorate, Thanjavur	Mass Cleaning Campaign-Big Temple	11	215
Awareness Programme	NSS/Thanjavur Corporation	National Voters Day	6	150
Drug Abuse Awareness	YRC/Indian Red Cross Society,Thanjavur District Branch	International Day Against Drug Abuse and Illicit Trafiking Awareness Rally	3	50
Drug Abuse Awareness	NSS/District Collectorate Thanjavur	Awareness against Drug Abuse	2	100
Gender Issue	NSS/Rotaract/ Tamil Nadu State Transport Corporation/Vasntham Lions Club Thajavur	Campaign on Abolition of Human Trafficking	7	150
Swach Bharat	NSS/Indian Tourism Board/Swachha Hi Seva Parvatan Part V,Thanjavur	Big Temple Cleaning Camp	4	150
Health	NSS/Meenakshi	Tetanus	2	20

Related Awareness	Mission Hospital/Sivapreethi Hospital/Our Lady Hospital/National Pharma Hospital,Thanjavur	Diptheria Vaccination Camp		
Awareness Programme	Exnora/Vilar Panchayat,Thanjavur	World Human Population Day	2	25
Awareness Programme	NSS/Tamil Nadu Population Control Board, Thanjavur	World Population Day	1	100
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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
IT-Research	A.Vigneswari & V.Soosai Mary-II M.Sc CS	Self	365
BCA- Resource person	Ms.R.Gomathi Jayam	Honarorium	1
English-Resource person	Ms.B.Hemavathy	Honorarium	2
English-Resource person	Ms.R.Vedha	Honorarium	2
Resource person	S.Suganthi	Honorarium	1
Resource person	Dr.E.Sindhuja Dr.Catherine Siriya Pushpa	Honorarium	1
Research	Ms.M.KarthiKa	Honorarium	365
Research	Dr.A.Amargeetha	Honorarium	365
Research	F.Jenova-II M.Sc Biotechnology	Self	90
Research	S.Durga & T.Thirumagal- II M.Sc Biotechnology	Self	7
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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

Internship	Internship	BIIMS Abacus Education, Thanjavur	21/12/2019	31/12/2019	200
Internship	Internship	Sterling Electronics,Trichy	03/06/2019	12/06/2019	40
Internship	Internship	HOPE TRUST, Trichy	04/12/2019	29/12/2019	17
Internship	Internship	Sri Kandhan Rugs Exports Pvt Limited,Bavani,Erode	21/11/2019	16/12/2019	16
Internship	Internship	Sri Annamar Color Works, Bavani, Erode	04/12/2019	29/12/2019	16
Internship	Internship	Madras Social Service Society, Chennai	01/02/2020	05/03/2020	1
Internship	Internship	MS Chellamuthu Institute,Madurai	01/02/2020	05/03/2020	2
Internship	Internship	Nav Bharat Matriculation Higher Secondary School, Thanjavur	01/12/2019	30/03/2020	2
Internship	Internship	Lady Hawk Academy,Coimbatore	05/12/2019	30/12/2019	16
Internship	Internship	PanproEd Tech,Solutions	19/12/2019	08/01/2020	115
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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
Dept of Computer Science, A.V.V.M Sri Pushpam College,Poondi.	21/08/2019	Knowledge and Technical Support	10

Apogee Engineering Technical Service Co.WLL,Doha,Qatar.	21/08/2019	International Symposium -"RENOVA-20"	302
Yedagam-Kalvi Samuga Membadu Matrum Aaivu Mayyam	15/10/2019	Training Programme on Palm Scriptology	30
Lady Hawk Academy,Coimbatore	30/08/2019	Internship, Special Lecture	72
Chanakya Institute of Investment Technology, No. 87, Mangalapuram, 5th Street, M.C Road, Thanjavur – 613007	16/09/2019	Seminar on "Art of Investing in stock market"	144
Shed India,Thanjavur	15/07/2019	Field Work Placement Training	27
Mother Teresa Foundation	10/08/2019	Field Work Placement Training	27
Sri Annamar Color Works,Bavani,Erode	30/08/2019	Internship	16
HOPE TRUST,Trichy	18/09/2019	Internship	17
New Technology,Coimbatore	03/09/2019	Internship, Certificate Course Training Programme	238
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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
25500000	25500000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Newly Added
Laboratories	Newly Added
Seminar Halls	Newly Added
Classrooms with LCD facilities	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
Seminar halls with ICT facilities	Newly Added
Video Centre	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
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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
Nirmal software	Fully	Nirmalsuide 2016	2013

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
e-Journals	6000	Nill	150	Nill	6150	Nill
Digital Database	Nill	5900	Nill	5900	Nill	11800
CD & Video	362	Nill	10	Nill	372	Nill
Others(specify)	1	Nill	Nill	Nill	1	Nill
Text Books	18127	496788	8785	1061000	26912	1557788
Reference Books	2420	133373	2695	600382	5115	733755
e-Books	3135000	Nill	29309	Nill	3164309	Nill
Journals	84	354010	10	136880	94	490890

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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
Dr.A.Karpagalakshmi	Embryology	LMS – Bharathidasan University	19/05/2020
Ms.P.Sathiyavani	Plant Pathology	LMS – Bharathidasan University	19/05/2020
Ms.P.Sathiyavani	Plant Pathology	LMS – Bharathidasan University	19/05/2020
Dr.M.Gayathri	Commercial zoology	LMS – Bharathidasan University	19/05/2020
Mrs.A.Indumathi	Food Technology	LMS – Bharathidasan University	19/05/2020
Mrs.S.Amirtham	Applied biochemistry	LMS – Bharathidasan University	25/05/2020

Ms. K.Kathiroli	Basic Stiches	Open Platform	21/04/2020
Ms.M.Jancy Priya	Fundamentals of IT	Open Platform	18/05/2020
Ms. M. Karthika	Mechanics	Open Platform	03/05/2020
Dr.K.Ramapraba	MM Approach	Open Platform	17/04/2020
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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	324	223	20	20	0	11	36	40	34
Added	103	102	6	0	0	0	0	33	1
Total	427	325	26	20	0	11	36	73	35

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

73 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
Video camera with recording system	http://www.bonsecourscollege.org/Econtent_Video.php

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
9829052	9829052	14457884	14457884

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 College regularly maintains and constantly upgrades the infrastructure facilities in response to changing trends in teaching – learning and growing needs of the students. Established Systems and Procedures: • The Principal collects the list of annual requirements from every department discusses with the Academic Advisory Council and submits it to the governing body for approval and implementations. • The HODs, teaching and non-teaching staff and personnel specifically appointed for the maintenance of infrastructure facilities under their custody. • When there is a need for maintenance they report if to the Principal and she informs the PRO, specifically appointed for this purpose to carry out the work. • An annual stock taking is undertaken to verify the status of the physical, academic and supporting facilities of the college. • Two PROs function under her to assist her. • There is a fulltime electrician to maintain the generator and all electrical facilities. • Twenty five drivers and 25

conductors maintain the transport system under the supervision of PRO. • Thirty supporting staff from the nearly village clean the classroom, corridors and the entire campus after the class hours. • Four security guards in turn look to the safety and security in every aspect. • Other labourers and workers are hired whenever necessary. • The Canteen is run and maintained by private on lease basis. • There are four exclusive staff for cleaning the sanitary block and the washrooms attached to the staffrooms. • Annual maintenance contract is signed for the maintenance of lift, air conditioners, generator and other equipment. • First Aid kits and Fire extinguishers are available and are maintained regularly. • CCTV Cameras are installed at strategic points by 24/7. Maintenance of academic facilities: Library • The library committee is appointed and functioning under the guidance of Principal. The Librarians is supported by five library assistants – one for reference section, one for incharge photo copier and scanner. • Two are incharge of issue and return of books. • One sub staff for maintaining infrastructure and cleanliness in the library. • The annual stock taking and maintenance in done during summer vacation. • RO facility and Biometric machine are operational effectively • A maintenance register with details of the equipments is maintained in each laboratory. • The instruments and equipments are periodically serviced by the suppliers. • Any kind of repair or maintenance is reported to the HOD by the staff in-charge of the laboratories. The HOD communicates the same to the principal in writing. • Fault registers and log books are maintain by the staff in-charge of the laboratory. • Annual stock taking of all equipments instruments, glassware, specimens, computing devices is done in all the laboratories and the report is submitted to the principal. Computers • A programmer and a faculty member is in-charge of each computer lab. • A hardware technician takes care of the maintenance and service of the computer. • Four servers and accessories are installed with power backup. •

http://www.bonsecourscollege.org/Infrastructure_Policies_and_Procedures.pdf

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
Financial Support from institution	Fee Concession, Alumnae Concession II PG, Alumnae Concession I PG, Earn While Learn (EWL), Free Education, Bon Child, I CAN, SAFE,	683	1699063
Financial Support from Other Sources			
a) National	SC Scholarship Post Matric Scholarship, Cristian Education Scholarship, Farmer Welfare Scheme, Adaikala Scholarship, Mother Theresa Scholarship, Aruviyur North	428	2669070

	valavur Foundation.		
b)International	0	Nill	0

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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
Yoga Meditation	19/07/2019	2922	Dr. Radhika, Heartfulness Center, Thanjavur. Ph. 9789001665
Soft Skill Development	02/03/2020	1420	Mr Nayeem Khan Assistant Manager (Hr) Tata Consultancy Services Velacherry, Chennai-600042
Remedial Coaching	05/08/2019	245	All 18 departments Bon Secours College for Women Thanjavur
Language Lab	08/07/2019	1761	Department of English Bon Secours College for Women Thanjavur
Personal Counselling Mentoring	18/06/2019	63	All 18 departments Bon Secours College for Women Thanjavur
English For You- Advanced	02/12/2019	592	Department of English Bon Secours College for Women Thanjavur
English For You- Intermediate	01/07/2019	592	Department of English Bon Secours College for Women Thanjavur
English For You- Basic	25/06/2019	574	Department of English Bon Secours College for Women Thanjavur
Bridge Course- Communicative Skills	19/06/2019	1474	Department of English Bon Secours College for Women Thanjavur

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

Year	Name of the	Number of	Number of	Number of	Number of

	scheme	benefited students for competitive examination	benefited students by career counseling activities	students who have passedin the comp. exam	studentsp placed
2019	Career Counselling	Nill	2124	Nill	402
2019	Guidance for competitive examinations	2075	Nill	3	3
			[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
5	5	90

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Winners Institute of Communicative English, Drive Management Services, Doer's Institute of Communicative English, Do Design, Good Hands Management Services, Sinjore Technologies, Kals Distilleries Pv	1682	338	Sri vari Academy, Thanjavur Web Designer Sky Tech Solutions,Thanjavur R.K.Associate , Thanjavur Foxconn Company Sriperumputhur MJ Bankers Elakurrichi Post Office Central, Tamilnadu. Forest Guard, Tamilnadu Government, Thanjavur. Scigene	76	35
			[View File](#)		

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to

2019	2	B.Sc	Information Technology	Bon Secours College for Women, Thanjavur. SASTRA University,Thanjavur	M.Sc.,CS

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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
NET	Nill
SET	Nill
SLET	Nill
GATE	Nill
GMAT	Nill
CAT	Nill
GRE	Nill
TOFEL	Nill
Civil Services	Nill
Any Other	3

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

Activity	Level	Number of Participants
COM FEST 3	Intra Department Level	90
COM FEST 3	State Level	205
LIT FEST 3	Inter collegiate Level	99
FASSIONEREN 3	Regional Level	154
RENOVA 3	International Level	302
MATH STAR 3	Regional	168
SCI FEST 3	State Level	456
BIZ SPARK 2K19 3	National level	448
AADUVOMAE PALLU PAADUVOMAE 3	National Level	600
SPORTS DAY 3	Institutional Level	706

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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/ Internaional	Number of awards for	Number of awards for	Student ID number	Name of the student

			Sports	Cultural		
2019	Shitoryu Karate do-Karate	National	1	Nill	CB18A134115	Bavadharini S
2019	MEDHA-2020-Best Management Team-Second prize	National	Nill	1	CB18B215945	Vaishnavi P
2019	NATYA KALAI OLI	International	Nill	1	CB17S107575	Vidhya K
2019	Hyphy'19/ Photography/ First Prize	National	Nill	1	CB18S439995	Jayabharathi R
2019	Herranda 2K20/ Hair Do (Designer) / First Prize	National	Nill	1	CB18S269211	Rajeshwari S
2019	STET COMPUTERA 2K19- Debugging -First Prize	National	Nill	1	CB18S255064	Vaishnavi A.S
2019	PECSAM-- Quiz -Second Prize	National	Nill	1	CB17S250434	Sonna K
2019	COMMERCIO-2020-Solo Dance -Second Prize	National	Nill	1	CB17B210967	Aneesha K.K
2019	COMMERCIO-2020-Best out of Waste-Second Prize	National	Nill	1	CB17B210964	Adhiba M
2019	Herranda 2K20/Hair Do (Designer) / Third Prize	National	Nill	1	CB18S269213	Rasinathasin A

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

Bon Secours student Arm [BSSA] is designed to function in three ways such as, College Student Council [CSC], Department level Student Forum [DSF] and Students Aided Committees [SAC] to facilitate convenient interaction and accessible reach. The students play an integral part in all the institutional committees and cells including IQAC. BSSA comprises of the following designations, 1. President 2. Vice- President 3. Cultural Secretary 4. Transport Secretary 5. Environment Secretary 6. Language Secretary 7. Sport 8. Discipline 9. Treasurer The same structure is followed for DSF. Department level Student Forum [DSF] is structured through performance appraisal cum formal interview by the Head of the department and faculty. In addition to that class representatives are appointed for all the sections from I Year to Final Year.Commendable students are nominated by the Vice Principal through the Head of the department for Students Aided Committee [SAC]. All the office bearers of BSA take charge on Associations' Installation Day. Students Aided Committee [SAC] includes, 1. Student welfare 2. Magazine journal 3. Grievance Redressal cell 4. Discipline 5. Feedback 6. Library 7. Placement cell 8. Co-curricular extra-curricular 9. Entrepreneurship development cell 10. Anti-ragging 11. Legal aid cell 12. Alumni 13. Gender champion club Their roles and responsibilities are channeled as follows, Students initiated Programmes: Teachers day, Transport day, Freshers' Day, Inter-religious Festivals, Inter-departmental Programmes, Farewell day and general assembly are precisely organized by BSSA under the guidance of the Principal and Vice-Principal. The creative talents of the students are raveled by the BSA and exhibited through notice board, BON FEST, the intra-collegiate and Bharathidasan University Fest, the inter-collegiate cultural competitions constantly. Internal Quality Assurance Cell in Association with PG and Research department of Bio technology organized "One Tree, One Life Movement on 05.06.2020 with an objective of protecting and conserving the Environment. The Bon Secours Student Arm (BSSA) actively coordinated the event and guidelines were given to the students that each student must plant 1 to 10 saplings from 06.00 a.m. to 06.00p.m. and Students planted a total number of 1354 trees. Student Initiated Help Desk: As a practice of charity, Students contribute magnanimously towards, SAFE [Students Assisted Fund for Education], I CAN, the commercial bazaar through which funds are mobilized to extend financial support to poor and needy students. MANNA, the mid-day meal Programme is intended to energize the deprived and needy students. Students Aided Committees [SAC] members extend their services in organizing various programmes in their respective committees for the effective functioning of the same. Volunteering towards blood donation, Rallies, yoga, services at adopted villages, and discipline through Part V clubs are noteworthy. BSSA helps the students in sharing their ideas, interest and concerns pertaining to academics, infrastructure and administration. College Student Council [CSC] meets the alumnae president to share their scholastic experiences towards the holistic progression. The PTA backs the council when required.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni association is an integral part of the institution and functioning towards the motto of the college which is, To empower, To change, To live. The alumni fulfill the vision of the college to transform the rural women to emerge as empowered with standard caliber. BONAA, Bon Alumni Association was registered under the Certificate of Registration Of societies Tamil Nadu Act of 27 of 1975 under the SL.No. SRG/THANJAVUR/30/2019 on 24/05/2019. The president of the alumni Mrs. Usha Nandhini Viswanathan plays an active role in directing the association and stands as a testimony of the college motto. Alumni are registered with lifetime membership. An active Alumni committee is functioning

with the coordinator under the guidance of Principal. BONAA is vibrant through social media. Notable alumni are invited for department association activities as resource persons and college functions to motivate and encourage the student community with real time examples.

5.4.2 – No. of enrolled Alumni:

1639

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

867100

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni association is an integral part of the institution and functioning towards the motto of the college which is, To empower, To change, To live. The alumni fulfill the vision of the college to transform the rural women to emerge as empowered with standard caliber. BONAA, Bon Alumni Association was registered under the Certificate of Registration Of societies Tamil Nadu Act of 27 of 1975 under the SL.No. SRG/THANJAVUR/30/2019 on 24/05/2019. The vibrant alumni committee builds the network at state, national and international domains through the social media as a platform for KIT [Keep In Touch]. The president of the alumni Mrs. Usha Nandhini Viswanathan plays an active role in directing the association and stands as a testimony of the college motto. BONAA Armrest as BONAA- FS [Financial Support] and BONAA- NFS [Non-Financial Support] perform under the principle of Re-connect, Recharge, Rejoice. BONAA Recharges, the institution with monetary support to enhance the infrastructure, learning resources and green practices on academic and non-academic grounds. BONAA contributed Rs.2, 00,000 for the construction of the Guest house in the campus which was named as BONA guest house in 2018. They donated saplings to create greenery atmosphere around the guest house on the day of inauguration. Bon Alumni [BONA] extend their support on SAFE, Students Assisted Fund for Education and MANNA, the mid-day meal Programme. They also donated books and study materials to Bon-Padasala. BONA render their valuable participation in orientation of new entrants and facilitates remedial classes towards academics. BONA motivates and molds the young aspirants by training them in sports and games. Alumni find the institution as the place of solace to get rid of robotic monotony and get assistance in counseling to cope up with the new challenges in family and career as well.

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)

Practice I: Vice Principals The College has an effective management system which is democratic decentralized and participative various curricular and co-curricular responsibility are shared among staff members, so that each staff has a contributory role to play in the administrative system of the college. There was only one vice principal and no need was felt for Deans when the student strength was around 2000, now the student strength is nearly 4500. Hence one more vice principal and 4 Deans have been appointed to share their responsibilities to ensure quality and effective administration. This process of decentralization yielded desired results. There was noticeable improvement in academic and administrative spheres. The Vice Principal I monitors all academic activities in the college and she is assisted by 4 Deans. The Deans collaborate and interact periodically with the respective HoD's and faculties to assist and guide them. The Deans under the direction of vice principal I arrange TIID Programme for newly recruited teachers. The Bridge Course at the

beginning of the academic year is organised by the vice principal I for the new entrants. The Seminars, Conferences and other activities in the departments are conducted with the guidance and support of Deans and Vice Principal I. The Vice Principal I verifies the faculty course book and logbook regularly to assess the progress in teaching and learning process. The Vice Principal I is in-charge of staff council meeting and staff welfare. She takes initiative and contributes substantially for the effective functioning of Human Resource Development Cell and Research Development Cell. Further the Alumnae Association comes under their effective guidance. The Vice Principal II assists the Principal in general administration and represents the Principal in her absence. She ensures the maintenance of general discipline and lends support for the co-curricular and extra-curricular activities. She monitors the functioning of Committees and cells. The students support services are carried out with her constructive suggestions. The Student Council and Student Welfare Activities also come under her supervision. She organises Student Council Election with the support of staff members. The Student support services Manna, SAFE, ICAN, Earn While Learn and Bon Child come under her close monitoring. She is also constantly in touch with the mentors to help solving some of the personal issues of students. Practice 2: ? Infrastructure augmentation During the academic year 2019-2020, infrastructure augmentation is extended to fulfill the scholastic and administrative requirements to enhance quality education. The Heads of the departments submit their requirements to Principal for effective functioning of the academic year and it is forwarded to the management. Management council approved the following improvements: ? Multipurpose hall, MBA block with 18 classrooms, 2 laboratories and a research centre, Drivers waiting lounge with wash rooms . ? Renovations of Cafeteria, Herbal garden, mushroom hut . ? 3 additional buses to extend transport facilities to students from remote villages. Management Information System [MIS] was implemented by IQAC to monitor and manage the overall functioning of the institution. Additional smart boards, ICT facilities were extended.

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
Teaching and Learning	TIID [Teachers Individual Institutional Development]: IQAC introduced TIID centred on quality of teaching and learning practices on teacher readiness to draw recent technological support and eresources. The model classes, FDP on Quality Enhancement Training for the Teachers and Research and Development towards professional competency. Faculty are encouraged to participate in workshops and seminars organised by renowned institutions towards sensitising to fit into academic, administration and NAAC quality inputs. 2. Establishment of central library as a Learning Resource enables acquiring information, knowledge and required skills through digital means with ICT and ILMS facilities. 3. Students' seminars,

	conference, workshop, skill development trainings programme and vocational education programme, internship field visits are conducted by the departments.
Examination and Evaluation	The Examination and evaluation system adheres to the affiliating University prescribed rules and regulations. College conducts internal assessment of students according to the university guidelines. The Internal examinations are carried out as CIA I, CIA II and Pre semester exam. Internal Assessment (IA) was performed based on Test, Group activity/Quiz and Assignment for UG and Test, Seminar and Assignment for PG students. Internal Examinations Timing was extended based on students' feedback. Examination committee has allotted timetable for the internal examinations and conducted in line with rules and regulations
Research and Development	FDP on Research and Development was organised to take up major and minor research projects. Research centre was extended to social work department. 3. The research culture among students is realized through KATT (Knowledge and Technology Transfer) programme under the guidance of steering and standing committee. 4. Considerable number of Projects was sanctioned by TamilNadu State Council for Science and Technology. Eventually were produced. 5. Training programme project on Herbal finished sanitary napkin preparation was obtained by fashion technology, Biotechnology and Commerce by TNSCST was promoted as Bons Incubatation center in the name of Iraivi Solutions.
Library, ICT and Physical Infrastructure / Instrumentation	1. More ICT enabled classrooms and smart boards were introduced to update on teachinglearning practices. 2. The physical infrastructure has also received sincere attention from the college authority. Number of desks, benches and laboratory working benches, computers, printers, books and journals were scaled up. 3. Classrooms were constructed to meet insufficient availability. Sport items were purchased towards physical fitness. 4. Separate rooms for IQAC, R D cell, Deans were renovated. Cafeteria, Drivers rest room and workshop, incubation center, rest room for disabled were proposed

Human Resource Management	HRDC was initiated to ensure the smooth recruitment process and faculty empowerment. HRDC organised faculty annual tour to Mysore and yoga for faculty to offer relief from daily monotony. Vibrant exhibition Startup culture was also geared up.
Industry Interaction / Collaboration	College have collaborated with eminent academic institutions and researcher forum to promote research and employment. Thanjavur Medical College joined hands with Department of Biotechnology for sharing knowledge expertise. Thanjavur Vasantham Lions Club collaborated with Department of English and Social work for the cause of social upliftment activities.
Admission of Students	Due the demands for various courses, additional sections were sanctioned for Commerce, BBA, Online admission process was proposed to the management council.
Curriculum Development	Curriculum designing and development is decided by the affiliating university. In addition, the institution has taken efforts to provide choice based Certificate and diploma courses to promote technical and entrepreneurial skills towards employability.

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

E-governace area	Details
Planning and Development	1. College has proposed complete office automation and integrated data management system Office automation will include students' database, faculty and staff database, feedback system etc. 2. Administration: complete office automation was suggested to replace the Partial office automation system. 3. Notices and circulars are uploaded in the college website and communicated to different departments through email also through whatapp groups. 4. Each and every IQAC notice is circulated by the coordinator through email
Finance and Accounts	1. Payment for the work orders is done through PFMS according to government guidelines for NSS. 2. Salary of faculty members and staff is transferred directly to the bank account. 3. Quotations and purchase order of the lab departments were placed through email.

Student Admission and Support	1.E governance based admission process was proposed to the management council. 2.Student support committees such as Internal Complaints Committee and Anti Ragging Committee activities have been uploaded to the college website and students can communicate to the members through email.
Examination	Students Entry and exit level tests were conducted through online system by computer studies departments.

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
2019	Dr. N.Anuradha	National level workshop on "NIRF India Ranking"	Marian College, Kuttikannam in association with Institute for Academic Excellence, Hyderbad.	2082
2019	Ms.M.Florence Dayana	One day workshop on " Basics of accreditation"	Bishop Heber college (Atonomous), Trichirappalli-620 017	944
2019	Dr.A.Amar geetha	One day workshop on " Basics of accreditation"	Bishop Heber college (Atonomous), Trichirappalli-620 017	944
2019	Dr. N. Anuradha	One day workshop on " Basics of accreditation"	Bishop Heber college (Atonomous), Trichirappalli-620 017	944
2019	Ms. G..Vinothini	National Seminar on "Quality Enhancement and Sustenance in Higher Education: Challenges and Opportunities"	Siva Bhanu Kshatriya College, Aruppukottai	392
2019	Ms.K.Thamizhs elvi	National Seminar on "Quality	Siva Bhanu Kshatriya College,	342

2019	Ms.J. Revathy	National Seminar on "Quality Enhancement and Sustenance in Higher Education: Challenges and Opportunities"	Siva Bhanu Kshatriya College, Aruppukottai	350
2019	Ms.P. Sathiyavani	National Seminar on "Quality Enhancement and Sustenance in Higher Education: Challenges and Opportunities"	Siva Bhanu Kshatriya College, Aruppukottai	350
2019	Ms.R.Rajalakshmi	National Seminar on "Quality Enhancement and Sustenance in Higher Education: Challenges and Opportunities"	Saiva Bhanu Kshatriya College, Aruppukkottai.	392
2019	Ms.A.Vivetha	National Seminar on "Quality Enhancement and Sustenance in Higher Education: Challenges and Opportunities"	Saiva Bhanu Kshatriya College, Aruppukkottai	392
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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	Nill	Training Program on Investment	19/09/2019	19/09/2019	Nill	55

		of Minimum Savings				
2019	-	Spoken English class for non-teaching staff	07/11/2019	08/11/2019	Nill	33
2019	-	Training Programme on PageMaker for non-teaching staff	11/12/2019	11/12/2019	Nill	12
2019	-	Career guidance programme on Apiculture - Startup	05/03/2020	05/03/2020	Nill	7
2020	-	Leave Letter Training programme for supportive staff	09/03/2020	13/03/2020	Nill	Nill
2020	Two days online FDP on "Behavioural role modelling use of ICT tools for teachers 2020"	-	20/04/2020	21/04/2020	159	Nill
2020	Faculty Development Programme on Research Methodology	-	29/04/2020	01/05/2020	100	Nill
2019	Faculty Development Programme on Fundamental Elements of Teaching Effective Teaching T	Nill	10/06/2019	11/06/2019	259	Nill

2019	Workshop on "Centuries Ahead in Quality Education: Know-How"	Nill	28/08/2019	28/08/2019	175	Nill

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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
Workshop on IPR	3	10/04/2020	11/04/2020	2
Two day State level workshop on " Youth Annular Solar Eclipse" organized by Tamilnadu Science Forum at Parisutham Institute of Technology Science, Thanjavur	1	19/12/2019	20/12/2019	2
Online workshop on Intellectual Property Rights organized by Pandit Deendayal Petroleum University, Gandhinagar	1	13/12/2019	14/12/2019	2
Workshop entitled "Workshop on Microbial Biofilm" organized by the School of Chemical and Biotechnology at Sastra Deemed University, Thanjavur.	2	13/12/2019	14/12/2019	2
One day	3	30/11/2019	30/11/2019	1

workshop on " Basics of Accrediation" organized by Bishop Heber College, Trichy.				
National level workshop on "NIRF India Ranking" organized by Renewal Center, Kalloor, Ernakulam organized by Marian College, Kuttikannam in association with Institute for Academic Excellence, Hyderabad.	2	21/11/2019	21/11/2019	1
Two day workshop on "Effective usage of Digital resources" organized by the Arjun Singh Library, PMIST in association with IQAC, Periyar Maniyammai Institute of Science Technology, Vallam, Thanjavur.	1	08/11/2019	09/11/2019	2
Two day FDP on MOOC for Blended Teaching Learning organised byLoyola college, Chennai	9	07/08/2019	08/08/2019	2
Two Days Faculty Development Program on "Fundamental Elements of	14	10/06/2019	11/06/2019	2

Teaching and Effective Teaching Techniques"				
Online course on "Hands on training on solar study lamp assembly" offered by IIT Bombay Energy Swaraj foundation.	4	01/05/2019	31/12/2019	Nill

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
43	43	7	7

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
• The Institution encourages and permits staff members to pursue their part-time research programme • The Institution provides leave concession reduction of workload and other facilities to staff members who are pursue research work • The institution offers financial assistance to attend seminars and conferences held in other institutions to organize seminar and conferences within the institutions • Leave, Special Permission and OD are sanctioned to the staff for undertaking valuation work and to attend seminars and conferences outside the college • Employees Provident Fund facility is available to the staff members • Loan with easy instalment facility is provided • Concession in the college bus fee • Festival Bonus and gifts on special occasion •	• Medical leave on valid medical sounds • Maternity leave as per the norms • Concession in college bus fees • Festival Bonus and gifts on special occasion • Annual free tour • Loan in easy instalments • Adaikala scholarship scheme • Fee Concession for their children	Hostel, canteen, cooperative dispensary, first aid facility, parking facility, internet and ICT facilities, education tour, medical facilities, common room, antiragging and grievance Redressal cell, Transport facilities from remote villages, Education supports such as SAFE, MANNA, I CAN , Earn while learn provisions, Bon Child orphan adaptation scheme, PG concession, sanitary vending machine .

Annual free tour • Staff Members are permitted to accept offers for consultancy and make use of the honorarium • Fee Concession for the children of the staff members studying in any of the 72 Institution run by the college • Maternity leave for eligible staff member • Medical leave under genuine medical reason • Ample opportunities are available for the academic and professional growth of the staff members • Best Teacher awards

6.4 – Financial Management and Resource Mobilization

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

Internal Quality Assurance Cell regularly conducts internal and external Academic and Administrative [AA] audit for every academic year. Financial audit is conducted by the external experts approved by the management and the frequency of audit is April to December and January to March for every year. Financial audit is conducted by Rozario Co, Charted Accountant, Chennai, TamilNadu. Internal and external academic audit is conducted at department level by the IQAC team and the expert committee respectively.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Selection Tailoring Materials and Handicrafts, Thanjavur, Eswarr Scientific Co,Trichy, Rotract club of Big temple, Meenakshi mission Hospital, BSSSS, (2019 – 2020) S.Poonkodi, Vetri IAS Academy, Prof. T. Joseph Pandian, (2019-2020)-Tam	327400	Project, International Conference, Workshop on IPR, International Conference, International Conference, Scholarship, Competetive Exam Notes, LIT FEST REFRESHMENT (SNACKS), Aaduvoomay pallu paduvoomay – Kalai Nizhalchi (Shield), COVID-19 SERVICES, COVID-19 SERVICES, COVID-19 SERVICES,
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6.4.3 – Total corpus fund generated

5000000

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	Yes	Fr.Joseph Principal, Bhopal school of Scocial sciences,Bhopal	Yes	IQAC
Administrative	Yes	Thomos Co	Yes	Principal, Budget advisory committee, Bon Secours Congregation

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

Parent Teacher Association always renders constant support as the integral part of institution functioning as follows,. 1. COVID 19: PTA rendered massive support in the form of both financial and nonfinancial support. 2.Celebrations: PTA members take part in all the functions and celebrations of the institution and share their views and valid suggestions for the young generation. 3. PTA meeting: During PTA meeting at end of the every semester, they open up their feedback on functioning of the institution and forward curriculum related suggestions to introduce employment based courses and entrepreneur skill development. 4. Saplings are given to parent during PTA meeting as a part of green initiative. 5. Academic progression is presented in the PTA meeting and suggestions and recommendations are carried out towards NAAC cycle II Quality circle

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

1. Yoga classes are conducted to attain physical and mental fitness at regular intervals. 2. Training Program on Investment of Minimum Savings 3. Spoken English class for non-teaching staff 4. Training Programme on PageMaker for non-teaching staff 5.Career guidance programme on Apiculture - Startup 6. Leave Letter writing Training programme for supportive staff

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Post accreditation initiatives based on the recommendations mentioned by the NAAC Peer team. 1. Faculty empowerment strategy: ICT enabled teaching and learning system was insisted and installed. Faculty are encouraged to do Ph.D. under F.I.P provision. Research and Development cell was established, thereby received considerable number research projects funded by Government agencies specially CSIR, ICMR, ICHR, TNSCST and ICSSR. 2. Establishment of Infrastructure: The new spacious canteen building was renovated with more added facilities. The library was established in the separate building and number of books and journals were scaled up. Thirteen more buses have been added to facilitate easy and comfortable travel for the students especially those from remote areas. 3. Integrated Data Management Centre: The Management Information System is implemented through Gurukul software for continuous data updating, retrieving and monitoring process of students and faculty for the smooth and convenient functioning of the Institution. 4. Industry and academic collaborations were extended to promote skill development towards employment and entrepreneurship.5. Students are provided with number of certificate courses related to skill and entrepreneurship development.

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	Yes

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
2020	One Tree One Life Movement with Department of Biotechno logy and Student Council	07/05/2020	05/06/2020	05/06/2020	1500
2019	Faculty Development Programme on Fundamental Elements of Teaching Effective Teaching Techniques	03/06/2019	10/06/2019	11/06/2019	259
2019	Workshop on "Centuries Ahead in Quality Education: Know-How"	09/08/2019	28/08/2019	28/08/2019	175
2019	Academic C ollaborative Seminar with NAAC on The Transformati on in Higher Education - National Educational Policy, 2019 relevance with Accredi tation and Autonomy (THE – NEP2k19)	16/09/2019	12/10/2019	12/10/2019	259
2019	Workshop on "ICT enabled tools for effective teaching learning	20/11/2019	11/12/2019	11/12/2019	200

2020	FDP on Construction and Cultivation of Teachers' Quality in Higher Education 2020	15/04/2020	13/05/2020	17/05/2020	230

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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
Gender Blindness and issues faced by women	27/11/2019	27/11/2019	118	Nill
Campaign on Abolition of Human Trafficking	02/12/2019	02/12/2019	50	Nill
Communities make the Difference	02/12/2019	02/12/2019	75	Nill
Gender Equality the Intelligent Demands 2K19	06/12/2019	06/12/2019	86	Nill
Gender mainstreaming the need of the day	05/03/2020	05/03/2020	66	Nill
Gender Sensitization:Covid 19 -Helpline,Counselling & Law	22/05/2020	22/05/2020	120	Nill
Covid 19 - Mental Health Preparedness	23/05/2020	23/05/2020	120	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

1. Energy Conservation: The institutional annual power requirement is 75 KW out of which 30 KW is met by renewable energy sources i.e .solar energy. Percentage of power requirement of the institution met by the renewable energy sources accounts for 40. Utility of 83 LED bulbs facilitate power consumption. 2. Solid

Waste Management: The institution has an effective solid waste management system at strategic locations in the campus which segregates bio degradable and non degradable wet and dry wastes. Dry wastes are collected at common waste collection point. The institution takes all measures required to make the campus as plastic free. The EWA club of Biotechnology conducts awareness programs for the students about the hazards of plastic and alternative ways through which usage of plastic can be minimized. As part of this a Guest lecture on plastic free campus was delivered by Mr.Muthukumar, Rotract of Thanjavur created awareness to the students and staff on 21.07.2019. The students have made a commitment to reduce plastic usage by pledging to measurably reduce plastic pollution on World Environment Day. All departments and classrooms are provided with dustbins for disposal of dry wastes and collected daily. Solid waste in the form of dried leaves and bird droppings are converted into compost in the vermin compost pit. Food wastes from the canteen and hostel are sent to piggery. E-wastes management system is operational in the campus wherein fault hardwares are utilised as a learning resource for the diploma course on Computer Hardware and technology. Students are given practice in making Art from wastes. 3. Liquid Waste Management: Grey water recycling plant is functioned effectively and recycled water is irrigated to teak wood field in the campus. Waste water generated within the functional areas of the campus is engaged with Canna plant varieties. Water conservation is assured through rainwater harvesting pits. The institution also has an equipment RO purifier. Ultimately the sylvan landscape with 3705 trees and waste management practices keep the campus green and clean.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Provision for lift	Yes	4
Ramp/Rails	Yes	4
Braille Software/facilities	Yes	1
Rest Rooms	Yes	4
Scribes for examination	Yes	1
Special skill development for differently abled students	No	Nill
Any other similar facility	No	Nill

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 community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	Nill	Nill	Nill	Nill	Nill	Nill	Nill
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Human Values and Professional Ethics	19/06/2019	The Institution has well constituted regulatory mechanism to assure that adherence with the code of conduct for various stakeholders are monitored. Committees for Discipline Admission, Anti Ragging, Grievance Redressal, Internal compliance cell, Examination etc., ensure that there is strict adherence to code of conduct by the stakeholders. Staff council meetings, HoD's meetings, department meetings, committees and PTA meetings are conducted regularly to make sure that code of conduct is not violated. The morning assembly, Prayer, Thoughts, Daily Thirukural are also used to reinforce the code of conduct. Personal counselling, mentoring, SMS alerts for absenteeism are the other measures as well.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Oath Taken on World Day against Child labour in Main Auditorium	12/06/2019	12/06/2019	145
International Yoga Day commemorated in College Campus	21/06/2019	21/06/2019	4382
Voters Awarness Program to College Students	05/09/2019	05/09/2019	102
Ozone Day commomerated in College	16/09/2019	16/09/2019	4382
Observation of World Aids Day	02/12/2019	02/12/2019	52
Girl Child Day observed by RRC	24/01/2020	24/01/2020	47

World Cancer Day observed by Physics Department	04/02/2020	04/02/2020	32
National Science Day by all Science departments	27/02/2020	27/02/2020	4382
Online quiz In International Workers Day by Management Studies	01/05/2020	01/05/2020	130
World No Tobacco Day observed by Quiz Competition by MSW department	27/05/2020	27/05/2020	75

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

1. Herbal garden establishment with sales outlet 2. Organic farming and azolla cultivation 3. 4100 Saplings were presented to parents on Parents meeting 4. Rain water harvesting awareness program conducted in local community with TWDB, Thanjavur(Vilar) 5. Green audit was conducted.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE I 1. Title of the practice: Student Support Services (BON DIVINE) 2.Objective Educate a Woman and You Educate a Family Educate a Girl and You Educate the Future. In tune with the Vision of the College and in line with the spirit and practice of the Bon Secours Congregation, Bon Secours College for Women is committed to the cause of empowerment of women through higher education. The college caters to the educational needs of nearly 60 villages in Thanjavur district. More than 80 of the students are from far below the poverty line and from Tamil medium of Instruction and most of them are first generation learners. But for the presence of Bon Secours College, many of them would have been deprives of the privileges of higher education. The college aims to educate them, to make them employable and if possible to elevate them to global standards. So, the noble objectives of the practice are ? To extend financial aid to the deserving poor students, especially from the rural background without any discrimination of caste, creed or gender. ? To maximize the sources of governmental, institutional, and private funding for students. ? To inculcate the values of 'generosity' and a 'sense of social responsibility' among the students. ? To promote a sense of 'equality' among the students ? To Expand and enhance opportunities for student employment 3. The context The college came across many hurdles in the realization of its goal to educate its women learners and empower them. Most of the students are from labour class and higher education remained day-today only as their dream. The families could not think of higher education, when their survival itself was a challenge. The Management, with a strong commitment to live upto its vision decided to tap all resources to help the educational needs of the poor and needy to the students. Financial constraints should never be a hindrance to education. 4. The Practice In addition to the scholarships extended to the students, by the state and central Governments, the Management provides the following scholarships: • Management concession to poor and differently abled students. • 10 fee concession for PG students in addition to exemption from admission fees. • Endowment scholarships as detailed in student diary. • Scholarships offered by local philanthropists. There are also a few programmes regularly organized in

the college by students themselves. These programmes reflect the noble mind of some of the affluent students of the college. These programmes bear witness to the fact that Bon Secours College is keen on educating the minds of the students as well as their hearts. • 'I CAN' 'I Can' is a very innovative programme organized by the students themselves to help their own needy fellow students. The students organize fairs in the campus, and they are the sellers and buyers. The entire profit of the programme goes to the educational assistance of the under privileged students. It is conducted in 2 phases, one in each semester. • SAFE – Students Assistance Fund for Education SAFE is another charitable activity initiated by the Students Welfare Committee. Through this programme, the students collect donations within and outside the college. This programme was launched on 20th Dec. 2014 .The entire amount collected would go to the welfare of the poor and deserving students to meet their education needs. • MANNA 'Manna' is yet another student welfare fund inaugurated on 12th Jan. 2015. This programme intends providing lunch to the students who leave their homes very early and return home very late as they are coming from long distances. It is planned to provide lunch atleast for 50 students every day. • Orphan Adoption Orphan adoption is undertaken in its true spirit. The Management and also some of the senior nuns in the community adopt the orphan students. Besides taking care of their financial needs, they are also invited often to the community on important festive occasions to share with them the family spirit. • Earn While You Learn Some of the poor students are employed as part time workers by the college, in the library, store etc., This opportunity enables the students to earn their livelihood with dignity. • Bridge course Next to financial problems, the students from Tamil Medium of instruction found it extremely difficult to cope with the new environment of higher education. Hence, it was decided to offer a Bridge Course to all the new entrants at the beginning of the academic year. The course offers intensive training to the new entrants, to improve their communication in English. So that they can be better prepared for the new environment of higher education. 5. Evidence of success The most obvious result of support services is the sharp fall in the number of dropouts and also the increase in number of admissions. The table below supports the large utility of the support services: Admission over the year: Bridge course has improved the confidence level and the communicative skills of the students resulting in large number of employments. The number of students who secured jobs in and off campus placement programmes has considerably increased. There is also a significant increase in the number of students opting for further studies. The university results are also on the increase due to the intensive efforts taken by the college in providing academic assistance to the students. Results over the year: 6. Problems encountered and Resources Required The college found it difficult to offer financial assistance to all the students as the admission every year was increasing. In addition to the Management scholarships, the college also reached out to local philanthropists, NGOs, Association and other well-wishers to muster help for the poor students. The principal and the members of the Students Welfare Committee took up this challenge and motivated the students to come out with many student sponsored programmes such as I Can, SAFE and Manna. These Programmes almost found solution to the financial needs of large number of students. The Department of English found the text books available in the market to be inadequate to meet the specific demands of the students who hail from very remote village and poor background. Hence, the members of the Department of English compiled a text book entitled Communicative Skills which takes into consideration the needs of the students that are peculiar to this environment. 1. Title of the Practice Curriculum Enrichment and Acceleration Programme (CEAP) 2. Objectives of the Practice The institution preferred Vilar village as the location with a determination to promote the living standard of the women from the nearby villages especially the poor, marginalized and first-generation learners by offering them the facilities of comprehensive education.

Hence the institution engaged itself in the process of curriculum enhancement and enrichment in addition to the curriculum offered by the parent university. The Objectives of the programmes are: • To boost the employability quotient of the students and to provide them wider options to pursue higher studies and research. • To supplement the curriculum in the context of global employability and wholesome living. • To provide an intensive and sustained exposure to additional and updated resources. 3. The Context The institution draws large number of its students from remote villages. The management believes that a radical change in their lives can be brought about only by offering learner oriented skills in addition to regular curriculum. Based on the feedback from the alumnae and parents, a need was felt and was discussed in the IQAC. Subsequently it was decided to provide more number of certificate, add on and value added courses taking into account the current demand towards skill development and entrepreneurship. 4. The Practice Every department was asked to decide and design one or more skill oriented certificate course that would increase the chances of employability. The departments submit to the IQAC, a list of new courses to be offered in 2019-2020, in addition to what they have been conducting already. The IQAC held a discussion with the academic council about the choice of titles and finally suggested to the departments the courses that can be offered by them with internal and external subject experts. Thus, during 2019-2020, 26 new Certificate and Add on Courses were offered by various departments. 5. Evidence of Success: All the students were enrolled and certified. The list of courses are Entrepreneurship Skill Development, Data Analysis Using Spread Sheets,NCFM – Basics,Sculpture Art,Project Management,Diversity and Social Justice in Social Work, Build Your English,Fundamentals of Library Science, Music, Cryptography, Basics of Digital Skills, Karate, Phytochemical Techniques, Bioentrepreneurship, Patent Law, Cell Culture Technique, Organic Farming,Nutrition and Dietetics, Hospital Data Management, Asp.Net, Web Design, Ubuntu, Cloud Computing, Tanjore Glass Painting, Palm Script. 6. Problems encountered and Resources Required The institution takes efforts to transform the rural women into intellectuals with global competencies. The institution faces difficulty in making the students to overcome the inhibitions towards employment. Bringing the students out of the campus is also difficult.

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

http://www.bonsecourscollege.org/BestPractices1920.pdf

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 Institution emerged with the vision of HISPIME to enable the development of Healthy, Intellectually, Spiritually, Physically Integrated, Morally and Emotionally balanced rural women community to educate and empower for the Nation advancement. The institution is functioning in rural locality where learning is extended to the rural and downtrodden women community. Most of the students from rural background face challenges, struggles and crisis in availing Higher Education. They prefer the institution as the source of solution towards education and empowerment with discipline and decorum. The institution is committed to excel by developing the students from the multicultural diversified family background primly rural in their academic competency, critical thinking, civic responsibility and global awareness in line with the mission. As promoting moral values in students are the chief responsibility of the educational institution to avoid the continuous erosion of human values and social relations, it is the need of the hour to initiate serious action for the restoration of moral values among youth in today's

scenario. With the underlying principle of Education without value is not only useless, but also very harmful, hence the institution widens moral education to the student community as the integral part of curriculum to promote discipline, leadership, self-reliance, self-control, social responsibilities and integrity through designed inputs to encounter the challenges of the modern era in three ways: ? 1. Physical and Mental fitness: Sports, Yoga and meditation classes are organised every year to the faculty and students and also extended to supporting staff regularly to provide physical and mental fitness, healthy body, mind and spirit. The institution has signed MoU with Thanjai Nagara Manavalakai Mandram Trust for the same. Physical Education hour is included in the timetable and annual sports meet has also been conducted. Heartfulness Centre and Eisha Yoga Centre also train the students in meditation, pranayama and asanas. The students also perform PRANAYAMA in the morning during general assembly. International Yoga Day is observed regularly and the practice of yoga to master the art of living is reinforced. 2. Shalom-Spiritual Retreat: The spiritual retreat is organised for the students every year with an objective of infusing spirituality and discipline. They are benefited to a greater extent to relieve from stress and anxiety. Shalom programme influences the young minds with moral values to build good character and also confer social and moral consequences of the unregulated activities. 3. BonFest-the cultural platform: cultural programme gives the student an impetus to propagate moral values. As Participation in cultural activities make the student to be aware of rich art and culture of India, various cultural events has been conducted with specified themes to develop the human values and intellectual identity. Aaduvomae Pallu Paduvomae is the platform where all the indigenous and Indian cultural arts are exhibited at intercollegiate level with specific themes related to emerging trends. This regular practice also restricts discrimination and ragging etc., Hence the name "Bon Secours College for Women" becomes the distinct and most preferable institution for higher education in Thanjavur district, TamilNadu.

Provide the weblink of the institution
http://www.bonsecourscollege.org/InstitutionalDistinctiveness1920.pdf

8.Future Plans of Actions for Next Academic Year

1. Applying for NAAC Assessment and Accreditation Cycle II: Under the guidance of the Management and Principal, IQAC and the core committee to prepare plan of action and coordinate with the faculty and the administrative staff to complete the task assigned. 2. Strengthening Research Environment: Guide and expedite the faculty to publish research papers in scopus, web of science and UGC- Care indexed journals. Progress the research by providing funds and facilities. 3. Enhance ICT facilities for teaching-learning: To train and facilitate usage of ICT facilities, create e-contents and practice different teaching pedagogy in the classroom. 4. Industry-academy collaboration: To encourage collaborations with Industry / institution for introducing certificate / add-on courses, seminars, guest lectures, conferences, field/industry visits and encouraging internships and projects for enhanced experiential learning. 5. OBE Assessment and Attainment: To help student to retain the concepts, acquiring knowledge and skills with focused orientation on teaching-learning towards OBE.