# YEARLY STATUS REPORT - 2020-2021

| 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 its own campus? | Yes |
| • Phone no./Alternate phone no. | 9443075030 |
| • Mobile no | 7783840695 |
| • Registered e-mail | bonsecourscollege02@gmail.com |
| • Alternate e-mail | boniqac2011@gmail.com |
| • Address | Vilar Bypass, Thanjavur |
| • City/Town | Thanjavur |
| • State/UT | Tamil Nadu |
| • Pin Code | 613006 |
| **2.Institutional status** | |
| • Affiliated /Constituent | Affiliated |
| • Type of Institution | Women |
| • Location | Rural |
| • Financial Status | Self-financing |

| | | |
|---|---|---|
| • Name of the Affiliating University | **Bharathidasan University, Tiruchirappalli, Tamil Nadu** | |
| • Name of the IQAC Coordinator | **Dr. R. Kalaivani** | |
| • Phone No. | **9894289053** | |
| • Alternate phone No. | **04362 257447** | |
| • Mobile | **9025124909** | |
| • IQAC e-mail address | **boniqac2011@gmail.com** | |
| • Alternate Email address | **vanisribio@gmail.com** | |
| **3.Website address (Web link of the AQAR (Previous Academic Year)** | http://www.bonsecourscollege.edu.in/IQAC/AQAR/AQAR_1920.pdf | |
| **4.Whether Academic Calendar prepared during the year?** | **Yes** | |
| • if yes, whether it is uploaded in the Institutional website Web link: | http://www.bonsecourscollege.edu.in/Calendar/Calendar_2021.pdf | |

**5.Accreditation Details**

| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
|---|---|---|---|---|---|
| **Cycle 1** | **A** | **3.34** | **2014** | **24/09/2014** | **23/09/2019** |
| **Cycle 2** | **A++** | **3.71** | **2021** | **14/12/2021** | **13/12/2026** |

| **6.Date of Establishment of IQAC** | **05/07/2011** |
|---|---|

**7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

| Institutional/Department /Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|---|---|---|---|---|
| **Bon Secours College for Women** | **PARAMARSH** | **university Grants Commission** | **2019 with 2 Years** | **13,68,000.00** |

| **8.Whether composition of IQAC as per latest NAAC guidelines** | **Yes** | |
|---|---|---|
| • Upload latest notification of formation of IQAC | View File | |

| | |
|---|---|
| **9.No. of IQAC meetings held during the year** | 4 |
| • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? | Yes |
| • If No, please upload the minutes of the meeting(s) and Action Taken Report | No File Uploaded |
| **10.Whether IQAC received funding from any of the funding agency to support its activities during the year?** | Yes |
| • If yes, mention the amount | 10,000.00 |

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

IQAC submitted IIQA and SELF STUDY REPORT of Cycle 2 on 01.05.2021 and 20.06.2021 for National Assessment and Accreditation Council and reaccredited with A++ Grade 3.71 CGPA in 13.12.2021.

Registered and availed G-suite, a Google Workspace to facilitate effective flexible teaching learning practices without any time and numbers limit.

The institution was registered under Institutional Innovation Council 4.0 (IIC) on 25.11.2020

International Faculty Department Programme on OPEN Educational Resources and Blended learning in Higher Education was conducted from 06.07.2020 to 12.07.2020.

Software was developed and implemented for Staff Performance Based Appraisal System.

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

| Plan of Action | Achievements/Outcomes |
|---|---|
| Feedback | Feedback from stakeholders was collected, analyzed and actions were taken. |
| Staff Performance Appraisal | Staff Performance Appraisal from |

| | |
|---|---|
| | Staff members was collected, analyzed. |
| Parent meeting | Parent meeting was conducted through online mode from 07.05.2020 to 24.05.2020. |
| World Environment Day | World Environment Day was celebrated on 05.06.2020 virtually by BSSA in association with Department of Biotechnology under the direction of IQAC. Totally 1354 saplings were planted at various places in 6*6 hours. |
| Deeksharambh (SIP) & Online Programmes | Deeksharambh (SIP) was conducted from 02.09.2020 to 09.09.2020. |
| Bridge Course | Bridge course was conducted for new entrants from 19.08.2020 to 01.09.2020 |
| Student Ambassador Programme | Student ambassador Programme was organised on 02.07.2020 Resource Persons: 1.)Dr.N.Anuradha, Assistant Professor of Physics, Bon Secours College for Women, Thanjavur. 2.)Dr.K.Catherine Siriya Pushpam, Assistant Professor of Physics, Bon Secours College for Women, Thanjavur. 3.)Dr.E.Sindhuja, Assistant Professor of Physics, Bon Secours College for Women, Thanjavur. 4.)Ms.M.Karthika, Assistant Professor of Physics, Bon Secours College for Women, Thanjavur. |
| Faculty Development Programme | 13.05.2020 to 17.05.2020: National level Faculty Development Programme on Construction and Cultivation of Teachers' Quality in Higher Education 2020. Resource Persons: 1.)Dr.Namita Rajput, Principal (OSD), Sri Aurobindo |

| | |
|---|---|
| | Evening College, University of Delhi 2.)Mr.Spartan Senthil, Founder director, Warrior mindset coach, Spartan Senthil Ltd, Chennai 3.)Fr.Dr.P.P.Joseph, Former Principal, Bhopal School of Social Sciences, Promotor BSSS Academy of Excellence, Bhopal, M.P 4.)Dr.Ninad Jhala, Principal and Consultant, Anand Institute of social work, Anand, Gujarat 5.)Dr. F.R. Alexander Pravin Durai, Head and Associate Professor of Commerce, St. Joseph's College (Autonomous) Trichy. 06.07.2020 to 12.07.2020 : FDP on Open Educational Resources and Blended Learning for Higher Education Resource Persons: 1.)Prof.K.Samuel Johnson, Prof.K.Samuel Johnson, School of Business, VIT, Vellore School of Business, VIT, Vellore. 2.)Mr.Dereck Seshire, UK, England. 3.)Dr.Grace Phew, US. 4.)Dr.Sam, Kenya 5.)Mr.G.V.S.Santhosh, Andhra Pradesh. 27.08.2020 to 29.08.2020: Faculty Development Programme on Effective use of Web 2.0 & E – Content Learning Resource Persons: Dr. Om Teraiya, Atmiya University, Gujarat |
| Seminars & Workshops | Webinar on NAAC Framework was conducted on 05.08.2020 & 06.08.2020. Resource Persons: Dr.R.Selvam, Associate Professor & Head, (Rtd), Department of Zoology, Bishop Heber College, Tiruchirappalli. 16.09.2020 : Seminar on Research Methodology: Interdisciplinary Approach in Research Resource Persons: 1. |

| | |
|---|---|
| | Dr.M.Daniel, Academic Advisor, SNS Group of Institutions, Coimbatore. 2. Dr.Rajendran, Gandhigram Rural Institute (Deemed to be University), Gandhigram. 24.09.2020: Ideapreneur, New Career of 21st century Resource Persons: Ms.M.Sudha, General Manager, Mirchi Enterprises, Thanjavur. 29.09.2020: Seminar on Virtual Library Resource Person: Dr .Issac Arputha Raj, Assistant Professor, Bon Secours College for Women, Thanjavur. 07.10.2020: Seminar on Intellectual Property Rights: Design Patent Resource Person: Mr.Jothimurugan, INVENIRE, Coimbatore. 27.10.2020: Seminar on Entrepreneurship: Institution Innovation Cell Resource Person: 1. Dr.R.Kalaivani, IIC President of Bon Secours College for Women, Thanjavur. 2. Dr.Jaisankar, EDII – Ahmedabad, Project Officer for Tamil Nadu. 07.11.2020: Webinar on New Dimensions of NAAC Assessment and Accreditation process Resource Person: 1. Prof. Amiya Kumar Rath, Advisor, NAAC 2. Dr.Mrs.Ruchi Tripathi, Assistant Adviser, NAAC 09.11.2020 & 10.11.2020 : Workshop on ICT Enabled Tools for Effective Teaching & Learning Process Resource Person: Mr. Syed Nazimuddeen, AGM, ARIN Professional Services Pvt. Ltd. Trichy |
| Orientation Programme | Orientation Programme on Online Staff Performance Appraisal was conducted on 22.06.2020 Resource Person: Ms. Jancy Priya, |

|  | Assistant Professor of Computer Applications, Bon Secours College for Women. Orientation Programme on Revised Course Book was conducted on 29.07.2020. Resource Person: Dr.R.Kalaivani, IQAC Coordinator, Bon Secours College for Women, Thanjavur. Orientation Programme on Laboratory Safety and Maintenance was conducted on 10.08.2020. Resource Person: Mr. Johnson, Product Manager, Eswar Scientific Pvt. Ltd, Trichy. |
|---|---|
| Capacity building programmes | Student Capacity building programmes were conducted by all the Departments from 27.10.2020 – 30.10.2020. |
| Internal Academic & Administrative Audit | Internal Academic & Administrative Audit was conducted on 26.06.2020 |
| External Academic & Administrative audit External Academic & Administrative audit was conducted on 22.10.2020 & 23.10.2020 | External Academic & Administrative audit was conducted on 22.10.2020 & 23.10.2020 |
| Institution's Innovation Cell (IIC) | The institution was registered under Institution's Innovation Cell (IIC) under Ministry of Education (MOE) on 25.11.2020 |
| Annual Quality Assurance Report | Annual Quality Assurance Report of 2019-2020 was submitted on 30.12.2020 |
| NIRF | Data for NIRF was submitted on 19.02.2021 |

| **13.Whether the AQAR was placed before statutory body?** | Yes |
|---|---|

- Name of the statutory body

| Name | Date of meeting(s) |
|------|--------------------|
| **Rev. Dr. Sr. Mariammal, Secretary and Dr. Sr. Cathelina, Principal** | **05/12/2020** |

**14.Whether institutional data submitted to AISHE**

| Year | Date of Submission |
|------|--------------------|
| **2019 - 2020** | **30/12/2020** |

**15.Multidisciplinary / interdisciplinary**

| |
|---|

**16.Academic bank of credits (ABC):**

| |
|---|

**17.Skill development:**

| |
|---|

**18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

| |
|---|

**19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

| |
|---|

**20.Distance education/online education:**

| |
|---|

# Extended Profile

**1.Programme**

1.1                                                                                  **907**

Number of courses offered by the institution across all programs
during the year

| File Description | Documents |
|------------------|-----------|
| Data Template | [View File](#) |

**2.Student**

2.1                                                        **4554**

Number of students during the year

| File Description | Documents |
|---|---|
| Institutional Data in Prescribed Format | [View File](#) |

2.2                                                        **995**

Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

| File Description | Documents |
|---|---|
| Data Template | [View File](#) |

2.3                                                        **1463**

Number of outgoing/ final year students during the year

| File Description | Documents |
|---|---|
| Data Template | [View File](#) |

**3.Academic**

3.1                                                        **199**

Number of full time teachers during the year

| File Description | Documents |
|---|---|
| Data Template | No File Uploaded |

3.2                                                        **199**

Number of sanctioned posts during the year

| Extended Profile | |
|---|---|
| **1.Programme** | |
| 1.1 <br><br> Number of courses offered by the institution across all programs during the year | **907** |

| File Description | Documents |
|---|---|
| Data Template | View File |

| **2.Student** | |
|---|---|
| 2.1 <br><br> Number of students during the year | **4554** |

| File Description | Documents |
|---|---|
| Institutional Data in Prescribed Format | View File |

| 2.2 <br><br> Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | **995** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | View File |

| 2.3 <br><br> Number of outgoing/ final year students during the year | **1463** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | View File |

| **3.Academic** | |
|---|---|
| 3.1 <br><br> Number of full time teachers during the year | **199** |

| File Description | Documents |
|---|---|
| Data Template | No File Uploaded |

| 3.2<br><br>Number of sanctioned posts during the year | 199 |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | View File |

| **4.Institution** | |
|---|---|
| 4.1<br><br>Total number of Classrooms and Seminar halls | 102 |
| 4.2<br><br>Total expenditure excluding salary during the year (INR in lakhs) | 1118.53 |
| 4.3<br><br>Total number of computers on campus for academic purposes | 606 |

# Part B

**CURRICULAR ASPECTS**

## 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

**The Institution adheres to the Curriculum designed by the affiliating University and has well-structured process for effective implementation and delivery in the arena of Higher education.**

**The Academic Plan is prepared at College and Department level two months in advance at the beginning of every academic year. It is published in the Hand book and website with the details of PO, PSOs, COs, Syllabi, Schedule of Examinations etc.**

**The Workload and Time table are prepared by the Heads of the Departments two months in advance. Course allotment is done according to the preference and expertise of the teacher. Lesson Plan and Teaching Plan are prepared by the course Teacher in advance.**

**The Course teachers prepare different pedagogies, course wares,**

and remedial classes etc. to align with personalized education. Substitution register is maintained and verified by the Vice Principal.

The adherence to curriculum planning is monitored by the Heads of the Departments and the Principal.

The Performance outcome and course attainment of the students are identified and measured through various activities, Internal and University Examinations.

The feedback on curriculum from the Students, Teachers, Alumni, Parents and Employers is collected and analysed by IQAC and the recommendations are forwarded to the Principal.

| File Description | Documents |
|---|---|
| Upload relevant supporting document | [View File](View_File) |
| Link for Additional information | http://www.bonsecourscollege.edu.in/IQAC/Minutes_&_ATR/ATR_2021.pdf |

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Preparation of Academic Calendar

A committee is constituted for the preparation of academic calendar at the levels of college, Department and committees in consultation with the Principal and IQAC three months in advance.

The tentative schedule of the commencement date for freshers, induction programme, Bridge Course and dates of main events like college day, sports day, etc. are included in the calendar.

Each Department prepares a separate academic calendar for conducting curricular and co-curricular activities like seminars, conferences, guest lectures, field work, internships, career guidance etc.

Examination Schedule: The academic calendar is prepared in tune with the conduct of examinations and is proposed by the Examination Cell with the approval of the Principal. Special classes are taken on holidays in both online and offline to recompense the loss of working days due to elections, natural

calamities and other issues.

Part-V Committees/ Clubs prepare academic plan to match the motto of their clubs. These events are conducted outside the instruction hours and are reported to the Principal at the end of every semester.

Adherence of the Academic Calendar

Adherence of Academic Calendar is monitored constantly by the Principal with a precise mechanism. The Vice Principal (Academic) and Deans do hourly inspection.

| File Description | Documents |
|---|---|
| Upload relevant supporting document | [View File]() |
| Link for Additional information | [http://www.bonsecourscollege.edu.in/Calendar/Calendar_2021.pdf]() |

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University  Setting of question papers for UG/PG programs  Design and Development of Curriculum for Add on/ certificate/ Diploma Courses  Assessment /evaluation process of the affiliating University**     A. All of the above

| File Description | Documents |
|---|---|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | [View File]() |
| Any additional information | [View File]() |

## 1.2 - Academic Flexibility

## 1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

## 1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

**37**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Minutes of relevant Academic Council/ BOS meetings | View File |
| Institutional data in prescribed format (Data Template) | View File |

**1.2.2 - Number of Add on /Certificate programs offered during the year**

**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

**170**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Brochure or any other document relating to Add on /Certificate programs | View File |
| List of Add on /Certificate programs (Data Template ) | View File |

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**

**4525**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | View File |

## 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

**The institution integrates cross cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in the curriculum in order to instil absolute values.**

**Professional Ethics**

All the Undergraduate students are offered Soft Skill Development Course in the sixth semester which inculcates leadership, communication and other professional qualities. Fifty Six domain specific courses like Business Management, Company law, E-commerce, Auditing Fashion business, Bioentrepreneurship, Legal aspects in Hospital Management and IPR, Bioethics etc. are offered to achieve professional and career advancement.

**Gender**

A course on Gender Studies is offered during the fifth semester to all the under graduate students and further ten core courses address feminism, area of discrimination and women empowerment.

**Human Values**

Value education is offered as a mandatory course to all the undergraduate students in the first semester and Forty eight Courses in curriculum address values, ethics, rights and philosophy of human life.

**Environment and Sustainability**

A course on Environmental studies is offered in the Second Semester to all Undergraduate students and Seven more core courses like Plant Ecology and Conservation, Environmental Biotechnology etc., address the environment and sustainability.

The college also offers 170 Certificate and Value addition courses for 4525 students throughout the year.

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | View File |

**1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**

**185**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Programme / Curriculum/ Syllabus of the courses | View File |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | View File |
| MoU's with relevant organizations for these courses, if any | View File |
| Institutional Data in Prescribed Format | View File |

## 1.3.3 - Number of students undertaking project work/field work/ internships

**4585**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | View File |

## 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni**

**A. All of the above**

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | http://www.bonsecourscollege.edu.in/Feedback/Feedback_Report_2021.pdf |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | View File |
| Any additional information | View File |

**1.4.2 - Feedback process of the Institution may be classified as follows**    A. Feedback collected, analyzed and action taken and feedback available on website

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| URL for feedback report | http://www.bonsecourscollege.edu.in/Feedback/Feedback_Report_2021.pdf |

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

### 2.1.1 - Enrolment Number Number of students admitted during the year

### 2.1.1.1 - Number of students admitted during the year

1571

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Institutional data in prescribed format | View File |

### 2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

995

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Number of seats filled against seats reserved (Data Template) | View File |

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

**Assessment of learning Levels:**

**The institution provides inclusive education to women with the vision of transforming rural and first generation learners.**

**Bridge course is designed in English, Mathematics, Accountancy and Computing skill to bridge the gap between Higher Secondary and Collegiate Curriculum. Entry and Exit level tests are conducted and designed necessary inputs.**

**Process Inputs:**

**Slow and advanced learners are identified based on their performance in tests (50%), University examination (25%) and Course teacher observations (25%).The students securing marks below 40% are identified as Slow and above 70 % as Advanced Learners.**

**Advanced Learners Programmes: (Gear up Extraordinary Minds).**

**They are given,**

- **Guidance to register courses in MOOC platform.**
- **Platforms to nurture their design thinking through Idea generation competitions etc.**
- **Encouraged to participate and present papers in seminars**
- **Competitive Examinations coaching**
- **Research projects, publications and entrepreneurial activities**
- **Lead to organise academic programmes**
- **Discussion forum on emerging trends like Union budget, NEP, Nobel Laureates etc. and Peer tutoring.**

**Slow Learners Programmes: (Gear up Self).**

**They are given,**

- **Remedial classes and Personal counselling**
- **Special course, English for You**
- **Self - learning course materials**
- **Vocational training, projects, group and club activities.**

| File Description | Documents |
|---|---|
| Paste link for additional information | http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Add_Info/Criterion_II/2.2.1.pdf |
| Upload any additional information | View File |

**2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)**

| Number of Students | Number of Teachers |
|---|---|
| 4525 | 199 |

| File Description | Documents |
|---|---|
| Any additional information | View File |

## 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

**The college designs appropriate course wise student-centric teaching learning process like experiencing, participating and Problem solving methodologies.**

**Commerce and Management Studies implement World cafe, Brand you, Commerce lab, Training with Charted accountant, Discussion forum on Union Budget, Banking practices, Tally, Stock market, Entrepreneurship etc.**

**English Department follows Word of the Day, Turn Taking Reading, Haiku, Role play, training in Language lab, Journalism etc. History Department practises visits to historical and archaeological sites, historical story, inscriptions etc. Social work domain provides Psychoanalyst, Femagogy, Anti-oppresive Practice, Community research etc.**

**Biotechnology exercises Six degrees of Gene expression, Musical**

theme, Memory matrix, Rethink 3D, Save my Species etc. Botany practices Harvesting, Ecotour, Herbarium etc. Physics and Chemistry apply Nano-insights, Build Circuits, RxN, Chem draw etc.

Mathematics follows Pair-think-share learning, think mathematically, Matlab etc. Hospital Administration practises First Aid and training at Hospitals. Fashion technology exercises Indian Signature, Autobiographical sketches, Annotated portfolio, CAD, Fashion show etc.

Computer studies integrate Training on Programming languages, Coding, Blog and Website creation etc.

Industrial visits, projects, internships, extension activities etc are organised for all the students.

ICT enabled teaching learning practices with Wi-Fi, LCD, Smart board, Softwares, LMS, video lectures in website as My Exam box are extended effectively.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Link for additional information | http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Add_Info/Criterion_II/2.3.1_&_2.3.2.pdf |

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The college gives priority to bring technological advancement as an integral part of effective teaching learning process.

The college has a customised Moodle account (bscwtnjlms.com) and all faculty and students extensively use LMS platforms for effective curriculum delivery, assessment etc. Totally 199 teachers prepared e-contents and have uploaded 694 of them in My Exam Box in college website. Entire faculty use different e-learning resources such as PG Patsala, MOOC, NPTEL, Udemy lectures. Online Psychometric Test is used to check Problem solving ability of the students.

ICT enabled teaching facilities include Wi-Fi enabled class rooms, LCD, Smart board, 64 softwares and Language Lab. The teachers and

students widely utilise digital library and access e-resources in INFLIBNET, National Digital Library, Bon Resource Portal, databases etc.

Teachers use the following online tools : Loom, whiteboard, screen recorder for e-content development, cheat sheet, cram.com to prepare flash cards, Miro for mindmaps, Prezi and Snagit to create visual documentation, thesaurus.com, talkenglish.com, wolframalpha, circuitlab, chemtutor, and Virtual laboratory tools like Praxilab and Labster, CAD illustrator, quilting tutorials, codeacademy.com, time.graphics discoveryeducation.com etc.

Departments conduct webinars, discussion forums through Institutional registered Google suit and provision for the use of Laptops and computers is given to 4554 students

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | View File |

## 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

### 2.3.3.1 - Number of mentors

199

| File Description | Documents |
|---|---|
| Upload, number of students enrolled and full time teachers on roll | View File |
| Circulars pertaining to assigning mentors to mentees | View File |
| Mentor/mentee ratio | View File |

## 2.4 - Teacher Profile and Quality

### 2.4.1 - Number of full time teachers against sanctioned posts during the year

199

| File Description | Documents |
|---|---|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | View File |
| List of the faculty members authenticated by the Head of HEI | View File |

**2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**

**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

**74**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template) | View File |

**2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**

**2.4.3.1 - Total experience of full-time teachers**

**1125**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | View File |

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college adheres to the University prescribed mechanism of internal assessment. Theory courses are assessed through Continuous Internal assessment Examinations (CIE) I, II and Pre-semester (15 marks), Assignments (5 marks), Group Activity/Quiz (5 marks) for Undergraduates. With all the other being the same components, Group Activity/Quiz is replaced by Seminar (5 marks) for Postgraduates.

Practical courses are assessed through Continuous performance (20 marks), Model Practical (10 marks), Record (5 marks) and Viva (5 marks.)

Mechanism of internal assessment: The Examination cell is assigned with the responsibility of the conduct of examinations for internal assessment right from the preparation of schedule to the publication of marks and redressal of discrepancies.

Transparency and robustness:

Invigilation duty is assigned by the examination cell and also conducted in strict adherence to norms prescribed for the University examinations.

The evaluated scripts are distributed to the students within one week time. The absentees with valid reasons are permitted to appear for retest. Students are given rights to resolve grievances regarding assessment.

Parent -Teachers meeting is conducted twice a semester. Parents persue the answer scripts and acknowledge.

Internal assessment and mark statement are duly signed by the respective course teacher, Head of the Department and the Principal.

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Link for additional information | http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Add_Info/Criterion_II/2.5.1.pdf |

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The Examination Cell chalks out the precise mechanism for the

conduct of internal and external examinations with increased transparency and efficiency.

Mechanism:

There are three college level examinations conducted viz Continuous Internal Examination I, II and Pre-semester. Examinations and the schedule are planned and published in the calendar. Students are informed of the obligatory changes in advance through circular, college website and SMS.

Transparent, time-bound and efficient: The course teacher distributes the valued answer scripts during the class hours and discrepancy if any is sorted out on the spot.

Examination cell conducts review meeting after the completion of every exam and students also drop grievances in the suggestion boxes. The grievances are forwarded to the Principal for further action.

Adherence to Examination schedule: The Examinations were not conducted with adherence to the academic calendar during the period of COVID19 and CIA and University Examinations were conducted based on Government & University regulations.

Five grievances related to Examinations were received during 2020-2021 and they were regarding duration of answer scripts submission during COVID 19 pandemic period. They were addressed suitably.

Thus the mechanism adopted by the college and the University is transparent, time bound and efficient

| File Description | Documents |
|---|---|
| Any additional information | [View File](#) |
| Link for additional information | http://www.bonsecourscollege.edu.in/home-grievance-redressal.php |

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Response:

The college has well-planned and established Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) for each programme and are displayed in the college website and communicated to the teachers and students in the beginning of the academic year.

Communication to the teachers:

- IQAC convened a committee in 2017 to introduce Outcome Based Education in the college and educated the teachers.
- Each department prepares POs, PSOs and COs based on the Learning Outcomes Based Framework of UGC.
- The teachers prepare their lesson plans and devise integrated teaching, learning and evaluation strategies to realise the desired course outcomes and making the graduates to be endowed with:
  - Professional Competence pertaining to Job/Entrepreneurial or Research & Development
  - Leadership Competence, skilled, a team-spirited and an exemplar of contributions for institutional or societal upliftment.
  - Mastery and autonomy (Communication skills, ability to connect the concept, real-time applicability and content delivery).

Communication to the students:

  - The POs, PSOs and Cos are published on the departmental pages in the college website and explained during the time of admission and student induction programme.

A copy of Course structure with the course content and outcomes is given to every student.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for Additional information | http://www.bonsecourscollege.edu.in/Outcomes.pdf |
| Upload COs for all Programmes (exemplars from Glossary) | View File |

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

With the recommendations of IQAC, each department prepares well-defined Programme Outcomes, Programme Specific Outcomes and Course Outcomes and assessment is done as follows,

Direct method considers the following,

- Best of Two Continuous Internal Assessment tests
- Class performance activities comprising of assignments/seminars/experiments/quiz/group activity including field work/ internship, mini/main project/Practicals, any other activity.
- University External exam marks.

Direct evaluations pertain the students' knowledge, skills and advancement in their performance in terms of communication, receptivity, creativity, understanding and critical thinking ability, research quest, technical skills etc.

Indirect method considers the feedbacks of students, teachers, parents, alumnae and employers and Exit survey with the framed questionnaires.

Threshold Percentage for Undergraduate courses is 70% and Postgraduate is 80%. The following table shows the three target levels:

Level Average Percentage Level 3 70% of students secured more than 70% marks 2 60% of students secured more than 70% marks 1 50% of students secured more than 70% marks 0 Less than 50% of students secured more than 70% marks

Thus the attainment of programme outcomes and course outcomes are calculated by adding direct and indirect attainment values in the proportion of 80:20.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for Additional information | http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Add_Info/Criterion_II/2.6.1_&_2.6.2_&_2.6.3.pdf |

## 2.6.3 - Pass percentage of Students during the year

## 2.6.3.1 - Total number of final year students who passed the university examination during the year

**1463**

| File Description | Documents |
|---|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | View File |
| Paste link for the annual report | http://www.bonsecourscollege.edu.in/Annual_Report/Annual_Report_2021.pdf |

## 2.7 - Student Satisfaction Survey

## 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://www.bonsecourscollege.edu.in/Student_Satisfactory_Survey_2021.pdf

## RESEARCH, INNOVATIONS AND EXTENSION

## 3.1 - Resource Mobilization for Research

## 3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

## 3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

**11.34**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| e-copies of the grant award letters for sponsored research projects /endowments | View File |
| List of endowments / projects with details of grants(Data Template) | View File |

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**

**3.1.2.1 - Number of teachers recognized as research guides**

**13**

| File Description | Documents |
|---|---|
| Any additional information | [View File]() |
| Institutional data in prescribed format | [View File]() |

**3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**

**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

**17**

| File Description | Documents |
|---|---|
| List of research projects and funding details (Data Template) | [View File]() |
| Any additional information | [View File]() |
| Supporting document from Funding Agency | [View File]() |
| Paste link to funding agency website | [http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Criterion_III/3.1/3.1.3_Funding_Agency.pdf]() |

**3.2 - Innovation Ecosystem**

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

**Creation of ecosystem for innovations and transfer of knowledge and technology from classroom to community and lab to land have been realised as follows:**

**Conference on International impact of Trade and Business on Economic growth of Developing Countries in the Pre & Post Pandemic Era was conducted on 27 & 28.8.2021 with sponsorship of Indian Council of Social Science Research.**

**As participating institution in Institutions Innovation Council,**

Ministry of Education and Entrepreneurship Development and Innovation Institute, MSME, takes initiatives for transfer of knowledge and technology in the form of product/process/service.

A Patent was published on Nutraceutical Noodles and Process (Ap.No. 202141011480) and design (Ap.No.202141057240).

Iraivi Solutions, the incubation centre facilitates production of herbal sanitary napkins.

The Start-ups activities are branded as Queen Couture, Mithra, Eco-Rights, Aroma and Tech-Solutions that involve in marketing fashion items, Masks, Solar lamp assembly, production of herbal sanitizers, white phenyl etc., and developed software for Staff Performance Appraisal in 2021.

Commerce lab was established in 2020 to offer practical orientation on Banking, Insurance, Taxation, Stock exchange etc. and published News Letter.

Heritage hut is an initiative that conserves old coins, pottery, inscriptions, art etc. towards educating students on Indian tradition, culture and inheritance of its values

| File Description | Documents |
|---|---|
| Upload any additional information | [View File]() |
| Paste link for additional information | [http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Add_Info/Criterion_III/3.2.1.pdf]() |

**3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year**

**3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year**

52

| File Description | Documents |
|---|---|
| Report of the event | View File |
| Any additional information | View File |
| List of workshops/seminars during last 5 years (Data Template) | View File |

## 3.3 - Research Publications and Awards

## 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

## 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

**10**

| File Description | Documents |
|---|---|
| URL to the research page on HEI website | http://www.bonsecourscollege.edu.in/dep-research-development.php |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | View File |
| Any additional information | View File |

## 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

## 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

**44**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| List of research papers by title, author, department, name and year of publication (Data Template) | View File |

## 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

## 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

**22**

| File Description | Documents |
|---|---|
| Any additional information | [View File] |
| List books and chapters edited volumes/ books published (Data Template) | [View File] |

## 3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

**Extension activities are carried out through 18 Departments, 13 various committees and clubs.**

**Neighbourhood Community: The college has adopted the Villages namely Pilankkanchavadi, Sooriyampatti, Kollangarai, Nanjikottai, Thulukkampatti, Koothancheri under NSS; Vilar, Puthupattinam, Kandithampattu, Uchimancholai and Pottuvachavadi under UBA. Departments carried out extension activities in schools, villages, old age homes, orphanages, drug addiction centres, prison self-help groups etc.,**

**Sensitizing on Social Issues was done under different schemes like Swachh Bharat, Gender Issues, Health and Hygiene, AIDS Awareness, Food and Nutrition, Pollution, Yoga, Road Safety, Voters day, Save Girl Child, Gramasabha meeting, etc. Karuvelam trees [Prosopis Julia] at Somanath pond were eradicated and is maintained as a garden. 5 blood donation camps were conducted by all Part V committees during 2020-21.**

**Rural community was sensitized on COVID19, Rain water harvesting, postal schemes, computing skills, communicative English, school mathematics, health hazards of radiation, ozone for life, skill India, digital literacy, entrepreneurship, green initiatives, cancer etc., The College also received One District, Green champion award by Mahatma Gandhi National Council of Rural Education in 20-21.**

**COVID19: Masks, ration items; food and Kabasurakudineer were distributed to rural community. Vaccinations drive was conducted in collaboration with the District Collectorate and received appreciation award for COVID19 services.**

| File Description | Documents |
|---|---|
| Paste link for additional information | http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Add_Info/Criterion_III/3.4.1_&_3.4.3_&_3.4.4.pdf |
| Upload any additional information | View File |

**3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

**3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

6

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Number of awards for extension activities in last 5 year (Data Template) | View File |
| e-copy of the award letters | View File |

**3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

126

| File Description | Documents |
|---|---|
| Reports of the event organized | View File |
| Any additional information | View File |
| Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template) | View File |

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**

**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

**16407**

| File Description | Documents |
|---|---|
| Report of the event | View File |
| Any additional information | View File |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | View File |

**3.5 - Collaboration**

**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year**

**3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

**118**

| File Description | Documents |
|---|---|
| e-copies of related Document | View File |
| Any additional information | View File |
| Details of Collaborative activities with institutions/industries for research, Faculty | View File |

**3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year**

**3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year**

**167**

| File Description | Documents |
|---|---|
| e-Copies of the MoUs with institution./ industry/corporate houses | [View File](#) |
| Any additional information | [View File](#) |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | [View File](#) |

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

**The College provides adequate infrastructure and physical facilities for effective teaching - learning process and ensures its availability for a perfect learning atmosphere.**

**The college is situated in a calm and quiet 16 acre campus providing a suitable academic ambience with rural comfort and provides adequate infrastructural facilities across the five blocks.**

**There are 102 spacious and ventilated classrooms with sufficient number of tube lights and fans with provision to use LCD projector. Each department has a smart board.**

**In 2020, 800 MBPS Wi-Fi connectivity was established in addition to a broad bandwidth connectivity of 75 MBPS. There are 4 seminar halls, an auditorium and a vast open air quadrangle with 2 stages for outdoor activity oriented learning.**

**There are 18 well equipped laboratories and a central instrumentation centre sponsored by ONGC is functioning. Four fully air-conditioned laboratories for Computer Studies and Commerce (Computer Applications) and 64 licensed softwares are available. The language laboratory with 31 computers is equipped with Lady Hawk Software.**

**Herbal garden, Incubation centres and start-up rooms are available. Brail software JAWS is installed for visually challenged students. Uninterrupted power supply is ensured with 250 KVA power generators.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | http://www.bonsecourscollege.edu.in/Photographs_Infrastructure_Physical_Facilities.pdf |

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

**The college has adequate facilities for sports, games (indoor, outdoor), gymnasium, yoga Extra-curricular and Fine arts activities.**

**Facilities for Sports and Games: The College has a playground of 5500 Sq.mt for 16 outdoor games and sports and 4 indoor games.**

**The college has teams for Football, Badminton, Handball, Kabbadi, Tennis, Volley ball and Karate. Silambam was introduced in 2020-2021.**

**A Gymnasium is available with the facilities like Treadmill Sprint, Bench press, Stand cycle, Butterfly chest expansion, walker and dumbbells. There is a full time Yoga Instructor and a meditation hall.**

**Extracurricular and Fine Arts: Students are offered training in Carnatic Music, Bharatha Natiyam, Western Dance and Theatre Arts. The college maintains a complete set of properties and instruments for cultural events. A 1000 capacity air conditioned auditorium and two open air stages are available with audio visual facilities for training and performance of the students with audio visual facilities.**

**Bon Fest, Aaduvome Pallu Paaduvome, Lit-Fest, Cul-Fest, and Fassioneren, Com-fest and Biz-spark are the subject related intra-collegiate/departmental cultural events related to their subjects organised annually to promote the talents of the students.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Criterion_IV/4.1/4.1.2/Photographs_Cultural_Sports_Activities.pdf |

## 4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

**107**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Criterion_IV/4.1/4.1.3/Teachers_using_ICT.pdf |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | [View File](#) |

## 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

## 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

**215.49**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Upload audited utilization statements | [View File](#) |
| Upload Details of budget allocation, excluding salary during the year (Data Template | [View File](#) |

## 4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The College Library is centrally situated in a spacious area in the Ligeon Block with sufficient space for keeping racks for books, journals and back volumes, a Reading Hall, Technical Processing unit, Digital section equipped with CCTV cameras and LAN and wi-fi facilities. The library uses fully automated Integrated Library Management System through KOHA Software.

Knowledge Resources and Digital Services: The reference books and journals are kept in the reading hall of the library. New arrivals are displayed in the racks for two weeks. A separate digital library is attached to the Library with 60 computers for accessing online resources.

A total number of 31,842 volumes of books and 118 journals, 25 magazines, 199500 e-books and 6000 e-journals were available in the library during 2020. The library has institutional membership with INFLIBNET, N-LIST etc.

Bon Research Database is used for the Remote accession of the digitized contents of dissertations/thesis of the faculty and students. Reprography facilities are also extended in the library.

The Library Advisory Committee monitors and reviews the functions of library through stock verification, Book Accession Register, Subscription of journals, Gate entry and past due in the month of April 2021.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for Additional Information | https://koha-community.org/manual/21.05/en/html/ |

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** A. Any 4 or more of the above

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | View File |

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**

**16.44**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Audited statements of accounts | View File |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | View File |

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)**

**4.2.4.1 - Number of teachers and students using library per day over last one year**

**1586**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Details of library usage by teachers and students | View File |

**4.3 - IT Infrastructure**

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

**The College has adequate IT facilities including internet and WI-FI that are updated and upgraded regularly as an integral part of the teaching, learning and assessment process.**

**IT Facilities: In proportion to the increase in admission, the**

number of computers is increased in the laboratories with 606. There are 359 Computer laboratories ,125 in seminar & Training Halls and the remaining 122 computers are in the Library & Departments. All the students are using Laptop provided by the Govt.of TamilNadu during lecture.

Softwares: The College has 64 Microsoft Advanced life time licensed softwares like Windows Operating System, SQLCAL, Visual Studio Prow, ESSDI CAD software etc.,.

The language laboratory has been upgraded with Lady Hawk software in 2020. Plagiarism checker x is available. ILMS was upgraded with Koha.

The Integrated Data Management Centre is functioning with Management Information System called Gurukul soft, the cloud based distributed system which facilitates 90 % of processes and operational commitment of Education with 43 modules and also facilitate Software Development, Hardware, Networking, Website designing & hosting etc. There are 40 CCTV surveillance cameras in the campus.

Internet &Wi-Fi: In 2020-21, the Campus was provided 725 Mbps broadband in addition to existing 75 Mbps.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | http://bonsecourscollege.edu.in/NAAC/AQAR_2021/Criterion_IV/4.3/4.3.1/Hardware_Software_WiFi_Photographs.pdf |

## 4.3.2 - Number of Computers

606

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| List of Computers | [View File](#) |

## 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

| File Description | Documents |
|---|---|
| Upload any additional Information | View File |
| Details of available bandwidth of internet connection in the Institution | View File |

## 4.4 - Maintenance of Campus Infrastructure

### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

**873.29**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Audited statements of accounts | View File |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | View File |

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

**There is a well supported system in the college to regularly maintain and upgrade the infrastructure facilities and ensure its optimum usage.There is a Maintenance Office headed by Infrastructure Director, who functions under the guidance of Secretary and Principal to monitor the maintenance and utility of physical facilities.**

**The Maintenance officer takes care of the maintenance of buildings, upkeep of furniture and undertakes electrical, civil and plumbing works with the support of 2PROs, 67 drivers and conductors, 1 electrician, 2 security guards, etc.,**

**All the classrooms are equipped with adequate infrastructure befitting teaching and learning. The laboratory assistants safe-guard their respective laboratories under the supervision of the respective Heads of the Departments.**

All Computer laboratories and Digital library are functioning with required facilities and taken care of by the Hardware technician.

Log book, Stock and Service Registers are maintained in all the laboratories and are monitored by the Heads of the Departments. Campus Wi-Fi facility is maintained by BSNL.

Library staffs are safe guarding the ILMS and library. Sports equipments, gymnasium are maintained by the 3 Physical Directresses. First aid measures and Fire extinguishers are available. The entire campus is under the surveillance of CCTV cameras.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | http://bonsecourscollege.edu.in/NAAC/AQAR_2021/Criterion_IV/4.4/4.4.2/Stock_&_Service_Registers.pdf |

## STUDENT SUPPORT AND PROGRESSION

**5.1 - Student Support**

**5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

**5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

370

| File Description | Documents |
|---|---|
| Upload self attested letter with the list of students sanctioned scholarship | View File |
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | View File |

**5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**

**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

**1407**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | View File |

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**A. All of the above**

| File Description | Documents |
|---|---|
| Link to Institutional website | http://bonsecourscollege.edu.in/Capacity_Building_&_Skills_Enhancement.pdf |
| Any additional information | View File |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**6532**

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**6532**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template) | View File |

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

**A. All of the above**

| File Description | Documents |
|---|---|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | View File |
| Upload any additional information | View File |
| Details of student grievances including sexual harassment and ragging cases | View File |

**5.2 - Student Progression**

**5.2.1 - Number of placement of outgoing students during the year**

**5.2.1.1 - Number of outgoing students placed during the year**

**1026**

| File Description | Documents |
|---|---|
| Self-attested list of students placed | View File |
| Upload any additional information | View File |
| Details of student placement during the year (Data Template) | View File |

**5.2.2 - Number of students progressing to higher education during the year**

**5.2.2.1 - Number of outgoing student progression to higher education**

**580**

| File Description | Documents |
|---|---|
| Upload supporting data for student/alumni | View File |
| Any additional information | View File |
| Details of student progression to higher education | View File |

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

**5**

| File Description | Documents |
|---|---|
| Upload supporting data for the same | View File |
| Any additional information | View File |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | View File |

**5.3 - Student Participation and Activities**

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as**

one) during the year

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

**20**

| File Description | Documents |
|---|---|
| e-copies of award letters and certificates | View File |
| Any additional information | View File |
| Number of awards/medals for outstanding performance in sports/cultural activities at unive rsity/state/national/international level (During the year) (Data Template) | View File |

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

**The college facilitates students' representation and engagement in various bodies such as administrative, co-curricular and extra-curricular to enable them to gain leadership qualities with equal opportunities.**

**Bon Secours Student Arm is designed to function as three wings-College Student Council, Department association and Student Aided Committees.**

**Responsibilities and Functions:**

**All students' related activities are carried out under the leadership of the College Student Council directed by the Vice-Principal (General) and meetings are conducted once in a semester to share their overviews pertaining to academics, infrastructure and administration towards the holistic progression.**

**Department Association is formed by the Heads of the Departments based on the performance appraisal and formal interview. The co-curricular and extra-curricular activities of the Department are organised by student members.**

**Student representations in the committees include Student Welfare,**

Magazine, Grievance and Redressal, Discipline, Entrepreneurship, Anti-ragging, Alumnae, Extra-curricular etc.

The important days like World Environment Day, Teachers day, Transport, Freshers' Day and Inter-religious Festivals are organised by Student Council both in online/offline mode.

Student Initiated Help Desk extends a practice of charity as SAFE [Students Assisted Fund for Education], I CAN, the Commercial Bazaar to render financial support to needy students and MANNA, the mid-day meal programme.

| File Description | Documents |
|---|---|
| Paste link for additional information | http://bonsecourscollege.edu.in/NAAC/AQAR_2021/Add_Info/Criterion_V/5.3.2.pdf |
| Upload any additional information | View File |

### 5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

### 5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

**172**

| File Description | Documents |
|---|---|
| Report of the event | View File |
| Upload any additional information | View File |
| Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template) | View File |

### 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

There is a registered alumni association that contributes significantly to the development of the institution through

financial and other support services. Bon Alumni Association (BONAA) is an integral part of the institution working towards the motto of the college.

Bon Alumni Association registration was renewed on 10.08.2021. The present president Dr.Usha Nandhini Vishwanathan is a testament to the motto of the college and involves in college activities. BONAA has totally 12 chapters including National and international level and conducted two chapter meetings in 2020.

BONAA functions in two ways, through BONAA-FS (Financial Support) and BONAA-NFS (Non-Financial Support). Financially BONAA extends support to enhance the infrastructure, teaching learning resources and green practices. Rupees Fourteen lakh was contributed by BONAA for the construction of Sanitory block in 2020 and also extended their support to SAFE (Students Aided Finance for Education) programme and MANNA, the mid-day meal scheme. They donate books to the Central Library and saplings to make the campus green.

BONAA renders their Non-financial supports by facilitating skill and Entrepreneurship development, internships, placement, sports and games etc. Alumnae regularly visit the college and continue to get counselling to cope with the challenges in their family and career.

| File Description | Documents |
|---|---|
| Paste link for additional information | http://www.bonsecourscollege.edu.in/alumni.php |
| Upload any additional information | View File |

## 5.4.2 - Alumni contribution during the year (INR in Lakhs)    A. ? 5Lakhs

| File Description | Documents |
|---|---|
| Upload any additional information | View File |

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The college is bestowed with leadership excellence in line with its Motto, Vision, Mission and Core Values.

Vision:

To transform the women learners especially rural in academic excellence with knowledge and skills to ensure intellectual, social and moral exercises, empowering them to meet the challenges of the world tomorrow.

Mission: www.bonsecourscollege.edu.in/about-vision-mission.php

Nature of Governance: The Board of Management is the apex statutory decision making body. The Academic Advisory Board and Planning and Finance commission headed by the Principal governs the academic functioning of the college. The Infrastructure Director and Administrative officer look after the infrastructure augmentation and maintenances.

Perspective Plans:

1. Fostering a learner-centric environment with modern tools and technology for academic excellence

2. Promoting research, entrepreneurship and employment competencies through experiential learning.

4. Guiding the academically disadvantaged students through remedial practices.

5. Cultivating and transmitting the human values, national integration and environmental consciousness.

7. Developing knowledge and skills that build global competencies.

Participation of teachers in decision making bodies: Two Vice Principals, four Deans and 38 Committees are coordinated and represented by the faculty members and with students in some committees. IQAC with the stakeholders define and promote quality in overall academic eminence with transparency and accountability.

| File Description | Documents |
|---|---|
| Paste link for additional information | http://www.bonsecourscollege.edu.in/about-vision-mission.php |
| Upload any additional information | View File |

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The college practices decentralization and participative management and exhibits the delegation of well- defined duties and responsibilities to the Secretary, the Principal, Deans, Heads, Faculty Members and Coordinators of various Committees/Cells. Internal Quality Assurance Cell holds periodical meetings with all the stakeholders to plan, execute, monitor and evaluate the academic and administrative performances of the college and its transactions.

Case Study: Advances in Bon Campus Development (ABCD) Project

One of the many instances of participatory and decentralised management of the college is the Advances in Bon Campus Development. IQAC developed a blue print for infrastructure augmentation in terms of infrastructure, Integrated Library Management system, Management Information System, ICT and other support facilities. The management perused the proposal and approved the action plan proposed by IQAC.

ABCD Project initiated attainments in the academic year 2020-2021 are:

1. Construction of a new sanitary block
2. Establishment of administrative office with a fully automated office system
3. Establishment of Board Room with furnished ICT facilities.
4. Establishment of Digital library with 32 computers
5. ILMS was upgraded with RFID
6. Introduction of Staff Performance Appraisal software
7. Extension of Wi-Fi access up to 800 MBPS
8. Extension 24 CCTV cameras with 16 new

| File Description | Documents |
|---|---|
| Paste link for additional information | [http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Criterion_VI/6.1/6.1.2/Organogram_Deanary.pdf](http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Criterion_VI/6.1/6.1.2/Organogram_Deanary.pdf) |
| Upload any additional information | [View File](#) |

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategic plan: Cultivating and transmitting the human values, national integration and environmental consciousness.

One activity successfully implemented based on the strategic plan:

BON-HE-RE (Heal the Earth-Rewind the Earth) Practice envisages the Green campus with priority to climate change, waste management, toxic and pollution free campus.

Green and Healthy Environment: The campus breathes with 3849 trees. As Bamboostands as carbon sink, an Oxy Park was implemented with 415 bambusa valgaris species. Office automation and Automobile restriction practices also support zero carbon emission Tulsi gives away oxygen for 20 hours a day in the campus. The herbal garden with 1010 herbal plants, Mushroom Hut and three Vermicomposting pits are maintained.

Energy Efficiency practices: Two Solar stations (30 KV) and 272 LED bulbs were extended in the campus. A Biogas plant is functioning to generate renewable energy for hostel utility. Sensor based energy conservation is also established.

Water and Waste Management: Grey water recycling plant is operated with aerobic digestion and Monocrotopas (Microbial mixer). A common catchment point and an open pond with 15,000 and 20,000 litres capacity were established under rain water harvesting system. Waste water management was reinforced through Root Zone treatment with the layer of Canna indica.

| File Description | Documents |
|---|---|
| Strategic Plan and deployment documents on the website | <u>View File</u> |
| Paste link for additional information | <u>http://www.bonsecourscollege.edu.in/downloads/about/Strategic_Plan.pdf</u> |
| Upload any additional information | <u>View File</u> |

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

**Organizational Structure: The College is run by the Bon Secours Congregation with well defined policies and are implemented through various bodies to achieve the Vision.**

**The Board of Management is the apex body that functions on Recruitment of the Principal and Staff, Governing Admission Procedures, Quality Assurance, Autonomy, introducing New Programmes, Perspective plan, Scholarships and Budget.**

**Administrative setup: The Secretary is the executive functionary with the responsibilities of Staff appointment, Salary, Disciplinary action, Finance, Scholarships and infrastructure.**

**The Principal has the authority on all academic matters and takes decision in consultation with the Vice Principals, Deans, Heads and Staff Council.**

**IQAC is an independent body that functions towards quality enhancement and academic excellence of the college.**

**Functions of various bodies: The Academic Advisory board assists in planning and execution of academic matters.**

**The Administrative Officer is the head of the administrative office, governed by the secretary for financial matters and by the Principal for academic matters.**

**The Planning and Finance commission is responsible for mobilising and the usage of funds. The infrastructure director supports Infrastructure development and maintenance.**

**There is a common educational policy for service rules,**

procedures, recruitment and promotion for all the institutions of the Bon Secours Congregation.

| File Description | Documents |
|---|---|
| Paste link for additional information | http://www.bonsecourscollege.edu.in/downloads/about/Higher_Education_Policy.pdf |
| Link to Organogram of the institution webpage | http://www.bonsecourscollege.edu.in/downloads/about/bonsecours-organogram.jpg |
| Upload any additional information | View File |

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

**A. All of the above**

| File Description | Documents |
|---|---|
| ERP (Enterprise Resource Planning)Document | View File |
| Screen shots of user inter faces | View File |
| Any additional information | View File |
| Details of implementation of e-governance in areas of operation, Administration etc(Data Template) | View File |

## 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

**The college realises that teaching and non-teaching staff members are the Cornerstone of the institution and cares for their welfare measures to create active, healthy and satisfied work force with good standard of living.**

**Wellness/well-being measures: The College cares for the physical and the psychological well-being of its staff members by conducting Yoga, Meditation and medical check-up camps. Special prayer service and Personal counseling are also extended.**

**Welfare measures: Financial facilities:**

- Employees Provident Fund
- Loan with easy instalment
- Concession in the college bus fee
- Permission to accept offers for paid consultancy and make use of part of the honorarium for welfare of teaching staff in the Department
- Fee Concession for the children of the staff studying in any of the institutions run by the congregation.

## Leave facilities

- Provides leave concession, reduction of workload to teaching staff who pursue research work.
- Sanctions On-Duty to teaching staff.
- Maternity and Medical leave for eligible staff.

## Incentives and awards

- Festival Bonus and gifts.
- Annual free tour.
- Professional development programmes.
- Cash incentives for publications and NPTEL Examination Fee.
- Sponsorship to attend conferences in India and abroad.
- Best Teacher and Mentor awards.

| File Description | Documents |
|---|---|
| Paste link for additional information | http://www.bonsecourscollege.edu.in/downloads/about/Financial_Support_Policy.pdf |
| Upload any additional information | View File |

**6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**

**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

91

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | View File |

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

43

| File Description | Documents |
|---|---|
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres). | View File |
| Reports of Academic Staff College or similar centers | View File |
| Upload any additional information | View File |
| Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template) | View File |

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

196

| File Description | Documents |
|---|---|
| IQAC report summary | View File |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers) | View File |
| Upload any additional information | View File |
| Details of teachers attending professional development programmes during the year (Data Template) | View File |

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

**The college accelerates the professional development of the staff by implementing an effective Performance Appraisal System.**

**Teacher's Course Diary is given to each teacher to record their everyday engagements. All details pertaining to lesson plans, Pedagogies, ICT tool, mentoring, remedial classes etc. are recorded. It is monitored by the heads of the departments and by the Principal.**

**Staff members submit the Self- Appraisal through the duly filled-in proforma of the Performance Based Appraisal System designed by IQAC. Deans and Heads of the Departments evaluate the academic performance of staff by underlining their strength and weakness.**

**The Principal monitors the performance of staff and gives them continuous corrective measures. The Report is forwarded to the Board of Management and it makes detailed assessment on PBAS report.**

**Evaluation by the Students: The IQAC makes an analysis of the feedback received and prepares report and action plans. In each semester, students appraise their course teachers, teaching-learning practices, internal assessment, regularity, the use of ICT etc.**

**Evaluation by the Parent: Parent-Teacher Meet is the feature of the college conducted twice a semester to solicit the feedback from the parents about the academic programmes, quality of teaching and evaluation, students progression, sufficiency of**

infrastructure, etc.

| File Description | Documents |
|---|---|
| Paste link for additional information | http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Criterion_VI/6.3/6.3.5/Performance_Appraisal.pdf |
| Upload any additional information | View File |

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The financial management and inspection is entrusted with the Planning and Finance Commission of the college constituted by the Board of Management. The college has established a mechanism for conducting internal and external audits regularly.

Internal audit is conducted once in a year by the internal financial committee of the institution appointed by the management. External audit is conducted every year by an external agency namely MACHARLA & ASSOCIATES, Chennai.

The audit statement consists of the following items:

- Sponsorship for Academic Activities
- Endowments and Chairs
- Grants mobilised for research
- Incentives to staff members
- Amount allocated for augmentation of infrastructure, salary and support services
- Funds allocated for the purchase of books, subscription of journals and e-governance
- Scholarships and freeships by the Management
- Amount contributed by the Alumni, Individuals and Philanthropist
- Funds allocated towards green campus practices

Strict guidelines on internal audit ensure compliance with legal obligations and there were no audit objections in 2020-2021. The Finance Committee meeting was conducted on 17.04.2020 The Internal Audit was conducted on 24.12.2021 and 5.04.2021 and the External Audits on 22.04.2021

**The Public Financial Management System is used for transacting with the government and its agencies.**

| File Description | Documents |
|---|---|
| Paste link for additional information | http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Add_Info/Criterion_VI/6.4.1.pdf |
| Upload any additional information | View File |

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

**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

**38900**

| File Description | Documents |
|---|---|
| Annual statements of accounts | View File |
| Any additional information | View File |
| Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template) | View File |

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

**The college is a self-financed institution run with the policy of not receiving any donation for admissions and staff recruitments.**

**It has well-defined standard operating procedures for mobilization of funds and optimum utilisation of resources. The Planning and Finance Commission evaluates the requirements of the departments and other units for allocation of funds.**

**Mobilisation of Funds: The funds are generated mainly through the fees paid by the students and supported by the Management. Fund from the government and non-government funding agencies for academic and research purposes and transport fee are the additional resources.**

**Endowments and funds are also raised through alumni, well-wishers and philanthropists.**

The Planning and Finance Commission and the Board of Management have a perpetual monitoring practice on budget allocation and proper utilization of allocated funds and keep record.

Optimal utilisation of resources: The College focuses constantly on fulfilling the scholastic needs of the students and allocate budget accordingly.

At the end of each financial year, internal and external auditing is conducted to ensure correct utilisation and proper accounting of the funds mobilised. The Principal is accountable for all financial transactions. In this way, effective financial management is being practiced by the college to achieve its desired goals.

| File Description | Documents |
|---|---|
| Paste link for additional information | http://www.bonsecourscollege.edu.in/downloads/about/Policy_Document_for_Mobilization_of_Funds.pdf |
| Upload any additional information | View File |

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Practice I: Exercise on Curriculum Value Addition:

Internal Quality Assurance Cell of the institution strives to realize the vision to empower the women learners with global competencies, especially the students who are largely from remote villages with restrictions. Considering the demands for specialization and additional qualifications in job market and feedback of the stakeholders, Curriculum Value addition is made with certificate/ adds on/ value added courses towards skill development and entrepreneurship.

The courses are offered in both odd and even semesters with 30 contact hour each with the appointment of internal and external subject experts for the courses.

The details:

Academic Year Number of Certificate/Add-on /Value added Courses

offered Number of Students Benefitted 2020-21 170 4525

**Practice II: Experiential and Entrepreneurial Education**

**IQAC trusts that higher education remains productive with experiential learning practices in tune with NEP 2020 and advances of Higher Education. Hence, Ecosystem for promotion of Experiential and Entrepreneurial Education was established with participation in Institutions' Innovation Council (IIC) and Entrepreneurship Development and Innovation Institute (EDII) in 2020-2021. Internship/field work was extended to the students with a minimum period of 10-30 days to offer off campus experience, strengthened knowledge and skills. Industry-academia collaboration was extended with 169 MoUs.**

| File Description | Documents |
|---|---|
| Paste link for additional information | http://bonsecourscollege.edu.in/NAAC/AQAR_2021/Criterion_VI/6.5/6.5.1/Strategies_&_Processes.pdf |
| Upload any additional information | View File |

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

**Internal Quality Assurance Cell reviews the teaching-learning process, structure, methodologies of operations, and learning outcomes at periodic intervals as follows,**

**Reviews of teaching learning process:**

**IQAC conducts the annual review meeting to check the Learner centric teaching practices, Upgradation of pedagogies, Attainments, and outcomes to institutionalize the quality measures.**

**Structures & methodologies of operations: Self-regulated peer reviews are made and Teachers are offered Professional Development Programmes aligning with advancement in Higher education.**

**Curriculum Planning and Delivery: IQAC revised the course book in 2020 as a record of Teachers' preparedness and performance at course level with the key features of warm-up, info bit, cross-**

connection, review zone etc., Lesson plan, teaching plan and log book are reviewed by the Heads of the Departments daily and Deans regularly.

Faculty Performance Appraisal is reviewed and assessed by the Heads of the Departments, Deans and evaluated by IQAC.

Feedback from students, teachers, alumnae, parent and employers are collected, analysed and actions taken.

Regular Monitoring Mechanism: Round the Clock inspection team monitors the regular classes for every hour.

Review of learning outcomes: Students' performance in examinations and various activities is appraised as learning outcomes. Attainment of POs, PSOs and COs are also reviewed.

| File Description | Documents |
|---|---|
| Paste link for additional information | http://bonsecourscollege.edu.in/NAAC/AQAR_2021/Criterion_VI/6.5/6.5.2/Supporting_Documents.pdf |
| Upload any additional information | View File |

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

A. All of the above

| File Description | Documents |
|---|---|
| Paste web link of Annual reports of Institution | http://www.bonsecourscollege.edu.in/Annual_Report/Annual_Report_2021.pdf |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

**The college is committed to women education with the motto, "To Empower, To Change, To Live" and promote gender equity and empowerment as follows,**

**Curricular Activities:**

**A total of 60 courses addressing 'Human values and Gender Studies' were introduced by the Bharathidasan University for all the Under Graduate students in the first and sixth semester of the programme. There are 30value added courses like Yoga, Karate, Counseling, Entrepreneurship, Tailoring, etc., also offered by the college for all the students. Moral classes are conduced once in a week regularly.**

**Co - curricular Activities:**

**The seminars/lectures/workshops on Gender Equality were conducted by the various Departments on Crimes against women, Domestic violence during COVID19 Lockdown, Kavalan App, Digi portal, NAD and E-Parivarthan, Cyber Security, Business opportunities for women etc.Totally, 33 programmes were conducted in online/offline mode during 2020-21 excluding Career guidance and Soft skill training.**

**COVID 19 – Helpline and Psychotherapy were extensively used.**

**40 CCTV Cameras, 24x7 monitoring security guards, common room,**

medical centre, antiragging committee, counselling cell, hostel in the campus ensure safety and security of women learners in the campus.

| File Description | Documents |
|---|---|
| Annual gender sensitization action plan | http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Criterion VII/7.1/7.1.1/List & Report.pdf |
| Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Criterion VII/7.1/7.1.1/Specific Facilities.pdf |

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**A. 4 or All of the above**

| File Description | Documents |
|---|---|
| Geo tagged Photographs | View File |
| Any other relevant information | View File |

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management  Waste recycling system Hazardous chemicals and radioactive waste management

**The college deploys the integration of the environment consciousness and zero waste management as follows:**

**Solid Waste Management: Solid wastes generated are segregated as bio-degradable and non-biodegradable. Daily collection of litters are dumped in vermi-pits and processed for manuring. Students of Department of Biotechnology are trained with the Pit method of Vermicomposting. Food and kitchen wastes generated from hostel and canteen are used for biogas production and utilized at the hostel. Sanitary Napkin incinerator is kept in girls' washrooms to reduce environmental pollution. Old newspapers and non-biodegradable wastes are sold to vendors dealing with recycling.**

**Liquid Waste Management:** Waste water from laboratories is discharged into thesoak pits. Grey water recycling plant is treated through oxidation process using bioenzyme (monocrotophos). The treated water is used for irrigation. Waste water management is reinforced through Root Zone treatment system with a layer of Canna indica.

**BioHazardous, Chemicals and Radioactive Waste Management:** The biologically contaminated waste materials are sterilized, disinfected and disposed in pits and incinerated. The chemicals used in the laboratory are disposed after dilution, collected in choke pits and released.

**E-waste Management:** Electronic goods are optimally used with proper maintenance. E-Wastes are sold to vendors on buy back schemes.

| File Description | Documents |
|---|---|
| Relevant documents like agreements / MoUs with Government and other approved agencies | View File |
| Geo tagged photographs of the facilities | View File |

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**     **A. Any 4 or all of the above**

| File Description | Documents |
|---|---|
| Geo tagged photographs / videos of the facilities | View File |
| Any other relevant information | View File |

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**     **A. Any 4 or All of the above**

1. **Restricted entry of automobiles**

2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

| File Description | Documents |
|---|---|
| Geo tagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | View File |
| Any other relevant documents | View File |

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**   **A. Any 4 or all of the above**

| File Description | Documents |
|---|---|
| Reports on environment and energy audits submitted by the auditing agency | View File |
| Certification by the auditing agency | View File |
| Certificates of the awards received | View File |
| Any other relevant information | View File |

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information :**   **A. Any 4 or all of the above**

**Human assistance, reader, scribe, soft copies
of reading material, screen                reading**

| File Description | Documents |
|---|---|
| Geo tagged photographs / videos of the facilities | View File |
| Policy documents and information brochures on the support to be provided | View File |
| Details of the Software procured for providing the assistance | View File |
| Any other relevant information | View File |

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

**The College takes all efforts to foster value based education among the students and works towards the all-round formation by providing them continuous opportunities and an inclusive environment.**

**Bon-Fest, the intra-collegiate cultural competitions were conducted to exhibit the talents and harmony towards cultural and linguistic diversities. During COVID19 Pandemic period, the college provided financial support to 1042 economically deprived students and also distributed masks, rations items and food to the people of adopted villages and also provided bus facilities and data entry to support the local government.**

**International Women's day and Yoga Day were celebrated by invited talk and performing yoga to promote peace, harmony, happiness to every soul.**

**Republic Day, Independence Day etc., were celebrated by Planting saplings, special lecture and Swachh activity in and outside the campus. Handloom Day was observed by the students to revive our tradition.**

**Bharathiar Mother Tongue day were observed to Literary events like Olivian-Fest and Lit-Fest were conducted to portray the characters in English literature.**

**Training on Tailoring, solar lamp assembly etc. was offered to**

**SHGs. Diwali, New year, Pongal and Christmas were celebrated to create harmony irrespective of cultural and regional diversity.**

| File Description | Documents |
|---|---|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | [View File](#) |
| Any other relevant information | [View File](#) |

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

**The college sensitizes the students, staff and employees on the constitutional obligations about values, rights, duties and responsibilities of citizens and provides opportunities to create social consciousness towards national building.**

**During Student induction programme, awareness was created on Code of contact, Anti-ragging policy and prevention of sexual Harassment to the freshers.**

**Independence Day and Republic Day were observed to inculcate patriotism. On the day of Gandhi Jayanti, students participated in Swachh Bharat activities.**

**NSS observed Voter's day and Population day by expressing their responsibilities towards citizenship. 6 Blood Donation Camps were organized during 2020. Students were educated on Ozone for Life and planted Tulasi Samplings in the Campus and adopted villages.**

**Environmental day was observed to bring sustainable solutions to protect the ecosystem. World Cancer and Health day were observed by creating awareness on Cancer, Diabetics, etc. Science exhibition was also conducted for school students.**

**World Mental Health day was observed by offering Counseling to the covid19 victims. International days on Literacy, Water, Yoga etc.,were celebrated to propagate values among young generation.**

**The college paid homage on Pulwama attack happened on14.02.2021. The college actively participated in COVID 19 services by distributing kabasurakudineer, masks, ration items and food etc.**

| File Description | Documents |
|---|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Criterion_VII/7.1/7.1.9/List_&_Report.pdf |
| Any other relevant information | http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Criterion_VII/7.1/7.1.9/List_&_Report.pdf |

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff     4. Annual awareness programmes on Code of Conduct are organized**

**A. All of the above**

| File Description | Documents |
|---|---|
| Code of ethics policy document | View File |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | View File |
| Any other relevant information | View File |

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

**The college celebrates/organises various festivals and days of national and international importance with dynamism and cheer to integrate and appreciate the cultural and religious identities of Indians.**

**The celebrations include Flag-hoisting, Exhibitions, expert talk/ lecture, rally, Poster Presentations, Essay Writing, Quiz,**

Elocution, Culturals etc. Eminent personalities were invited to motivate student and staff by their inspiring speech on those days in online/off-line mode.

National Republic & Independence days were celebrated as an integral part of academic year The International Women's and Yoga Day were celebrated to bring confidence with physical and mental fitness.

The birth anniversary of the great mathematician Srinivasa Ramanujan was celebrated and honoured the students who secured centum in mathematics were honoured. Teachers Day was celebrated in honour of Dr. Sarvepalli Radhakrishnan in online mode. On the birth anniversary of Dr.A.P.J.Abdul Kalam, oath was taken on his ten commandments. The college also celebrated the birth and death anniversary of several other great Indian personalities in 2020. The other events include AIDS Awareness, Anti-corruption, Consumers day, National youth day, Environment day etc. were also observed.

Other festivals like Pongal, Christmas, Onam, Diwali and New year were also celebrated with colours to bring Unity and harmony in diversity.

| File Description | Documents |
|---|---|
| Annual report of the celebrations and commemorative events for the last (During the year) | View File |
| Geo tagged photographs of some of the events | View File |
| Any other relevant information | View File |

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

BEST PRACTICE I

1. Title of the practice:

BON-Student Support Services (BON-SSS)

2. Objective (In about 20 words)

To extend financial aid to deserving poor students, especially from rural background without any discrimination of caste, creed or religion.

3. The context (In about 30 words)

Management lives on its vision and taps all resources to fulfill educational needs of poor students has extended with principle, for the Student, by the Student, of the Student.

4. The Practice (In about 50 words)

Students Support Services are extended as follows,

- Management, Merit , Sports, BSSA scholarship
- I CAN: Fund via Fairs
- SAFE : Students Assistance Fund for Education
- MANNA : Mid-day meal
- Bon child
- Free Education
- Earn While You Learn
- Alumnae concession
- Disaster management

5.Evidence of success (In about 40 words)

Scholarship/Scheme

Number of Beneficiaries

Merit

858

Sports

15

Disability

1

I CAN

187

SAFE

30

MANNA

25

Bon Child

3

Free Education

6

Alumnae concession

261

Fees Concession

46

Earn While Learn

18

Disaster Management (COVID19)

2305

6.Problems encountered and Resources Required: (In about 30 words)

The college found difficult to offer financial assistance to all the students as the admission was increasing every year. During COVID19 lockdown period, it realized more difficulties to mobilize funds.

7.Notes (Optional) (In about 30 words)

During COVID19 Pandemic period, the students supported in terms of distribution of masks, sanitizer, ration items, kabasurakudineer and food to rural community and received appreciation award from Thanjavur District Collector.

BEST PRACTICE II:

1. Title of the practice:

BON: Experiential and Entrepreneurial Education

2. Objective (In about 20 words)

To use a combination of classroom activities and external experiences to keep education interesting and engaging while adding value to the overall process and promote employability and entrepreneurship intensively.

3. The context (In about 30 words)

The institution actively engages students in different opportunities to learn through doing and reflection on those activities to empower them in a multitude of settings in & out of classroom.

4. The Practice (In about 50 words)

Departments properly design different experiential, applied and hands-on learning models like Laboratory, workshop, Internship, Field work , Industrial visit, Problem solving, Project & Case-based practices; offers training on how to design/conduct experiments and develop products/process/service in incubation centers; focuses on extension of knowledge for transformation of society through extension activities.

5. Evidence of success (In about 40 words)

Experiential & Entrepreneurial Education Exercises

Number of Beneficiaries (2020-2021)

Internship

1978

Field work

1390

Project

**1217**

**Entrepreneurship Development Programmes**

**1343**

**Hands-on training Programme**

**1709**

**Vocational Training Programme**

**219**

**Extension Programme**

**862**

**Outreach Programme**

**15538**

**6. Problems encountered and Resources Required: In about 30 words)**

**Availability of resources, facilities, experts and cross-cultural setting can bring challenges to students' learning. Interfering factors may also include technical and communicational difficulties because of different location, time, safety etc.**

**7. Notes (Optional) (In about 30 words)**

**Bon Iraivi solutions, Queen Couture, Eco-rights, Bon Aroma, Bon-Mitra, Commerce Lab, and Tech Solutions are the products of Experiential and Entrepreneurial Education. Totally 52 extension programmes were conducted during 2020-21.**

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | http://www.bonsecourscollege.edu.in/Best_Practice.pdf |
| Any other relevant information | http://www.bonsecourscollege.edu.in/Best_Practice_1.pdf |

## 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

BON ETHOS EDIFICE [BEE]

Bon Secours stands for Discipline, strives for Discipline and achieves Discipline as an all time attainment of the students.

The Practice: With the underlying principle of Education without value is not only useless, but also very harmful, the Institution widens moral education to the student community as an integral part of curriculum to promote discipline, leadership, self-reliance, self-control, social responsibilities and integrity through BEE which is designed to provide motivation, spiritual therapy and solace to encounter the challenges of the modern era. BEE operates in three ways (i) Physical and Mental fitness through Yoga and meditation classes (ii) Shalom: Spiritual retreat; Moral classes and (iii) Social responsibility

From 50 students in 2002 to 4554 in 2020 is the success that proves that the college remains the first choice of every parent as they consider moral values, discipline, safety and security as a priority for their daughters with the lowest fee structure and is also sending a fleet of buses to every remote village when compared to the other self-finance colleges in Thanjavur and other nearby cities.

Thus the College gives rebirth to the students and transforms their personal and professional life to reach the altitude through Bon Ethos Edifice [BEE].

# Part B

**CURRICULAR ASPECTS**

## 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The Institution adheres to the Curriculum designed by the affiliating University and has well-structured process for effective implementation and delivery in the arena of Higher education.

The Academic Plan is prepared at College and Department level two months in advance at the beginning of every academic year. It is published in the Hand book and website with the details of PO, PSOs, COs, Syllabi, Schedule of Examinations etc.

The Workload and Time table are prepared by the Heads of the Departments two months in advance. Course allotment is done according to the preference and expertise of the teacher. Lesson Plan and Teaching Plan are prepared by the course Teacher in advance.

The Course teachers prepare different pedagogies, course wares, and remedial classes etc. to align with personalized education. Substitution register is maintained and verified by the Vice Principal.

The adherence to curriculum planning is monitored by the Heads of the Departments and the Principal.

The Performance outcome and course attainment of the students are identified and measured through various activities, Internal and University Examinations.

The feedback on curriculum from the Students, Teachers, Alumni, Parents and Employers is collected and analysed by IQAC and the recommendations are forwarded to the Principal.

| File Description | Documents |
|---|---|
| Upload relevant supporting document | [View File](#) |
| Link for Additional information | http://www.bonsecourscollege.edu.in/IQAC/ Minutes_&_ATR/ATR_2021.pdf |

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

**Preparation of Academic Calendar**

A committee is constituted for the preparation of academic calendar at the levels of college, Department and committees in consultation with the Principal and IQAC three months in advance.

The tentative schedule of the commencement date for freshers, induction programme, Bridge Course and dates of main events like college day, sports day, etc. are included in the calendar.

Each Department prepares a separate academic calendar for conducting curricular and co-curricular activities like seminars, conferences, guest lectures, field work, internships, career guidance etc.

Examination Schedule: The academic calendar is prepared in tune with the conduct of examinations and is proposed by the Examination Cell with the approval of the Principal. Special classes are taken on holidays in both online and offline to recompense the loss of working days due to elections, natural calamities and other issues.

Part-V Committees/ Clubs prepare academic plan to match the motto of their clubs. These events are conducted outside the instruction hours and are reported to the Principal at the end of every semester.

**Adherence of the Academic Calendar**

Adherence of Academic Calendar is monitored constantly by the Principal with a precise mechanism. The Vice Principal (Academic) and Deans do hourly inspection.

| File Description | Documents |
|---|---|
| Upload relevant supporting document | [View File](#) |
| Link for Additional information | http://www.bonsecourscollege.edu.in/Calendar/Calendar_2021.pdf |

| **1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.  Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs  Design and Development of Curriculum for Add on/ certificate/ Diploma Courses  Assessment /evaluation process of the affiliating University** | **A. All of the above** |
|---|---|

| File Description | Documents |
|---|---|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | [View File](#) |
| Any additional information | [View File](#) |

## 1.2 - Academic Flexibility

## 1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

## 1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

37

| File Description | Documents |
|---|---|
| Any additional information | [View File](#) |
| Minutes of relevant Academic Council/ BOS meetings | [View File](#) |
| Institutional data in prescribed format (Data Template) | [View File](#) |

**1.2.2 - Number of Add on /Certificate programs offered during the year**

**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

**170**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Brochure or any other document relating to Add on /Certificate programs | View File |
| List of Add on /Certificate programs (Data Template ) | View File |

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**

**4525**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | View File |

## 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

**The institution integrates cross cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in the curriculum in order to instil absolute values.**

**Professional Ethics**

**All the Undergraduate students are offered Soft Skill Development Course in the sixth semester which inculcates leadership, communication and other professional qualities. Fifty Six domain specific courses like Business Management, Company law, E-commerce, Auditing Fashion business, Bioentrepreneurship, Legal aspects in Hospital Management and IPR, Bioethics etc. are offered to achieve professional and**

career advancement.

Gender

A course on Gender Studies is offered during the fifth semester to all the under graduate students and further ten core courses address feminism, area of discrimination and women empowerment.

Human Values

Value education is offered as a mandatory course to all the undergraduate students in the first semester and Forty eight Courses in curriculum address values, ethics, rights and philosophy of human life.

Environment and Sustainability

A course on Environmental studies is offered in the Second Semester to all Undergraduate students and Seven more core courses like Plant Ecology and Conservation, Environmental Biotechnology etc., address the environment and sustainability.

The college also offers 170 Certificate and Value addition courses for 4525 students throughout the year.

| File Description | Documents |
| --- | --- |
| Any additional information | View File |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | View File |

**1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**

185

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Programme / Curriculum/ Syllabus of the courses | View File |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | View File |
| MoU's with relevant organizations for these courses, if any | View File |
| Institutional Data in Prescribed Format | View File |

## 1.3.3 - Number of students undertaking project work/field work/ internships

**4585**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | View File |

## 1.4 - Feedback System

| | |
|---|---|
| **1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni** | **A. All of the above** |

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | http://www.bonsecourscollege.edu.in/Feedback/Feedback_Report_2021.pdf |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | View File |
| Any additional information | View File |

| **1.4.2 - Feedback process of the Institution may be classified as follows** | A. Feedback collected, analyzed and action taken and feedback available on website |
|---|---|

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| URL for feedback report | http://www.bonsecourscollege.edu.in/Feedback/Feedback_Report_2021.pdf |

| **TEACHING-LEARNING AND EVALUATION** |
|---|

| **2.1 - Student Enrollment and Profile** |
|---|

| **2.1.1 - Enrolment Number Number of students admitted during the year** |
|---|

| **2.1.1.1 - Number of students admitted during the year** |
|---|

**1571**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Institutional data in prescribed format | View File |

| **2.1.2 - Number of seats filled against seats reserved for various categories (SC,  ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year  (exclusive of supernumerary seats)** |
|---|

| **2.1.2.1 - Number of actual students admitted from the reserved categories during the year** |
|---|

**995**

| File Description | Documents |
|---|---|
| Any additional information | [View File](#) |
| Number of seats filled against seats reserved (Data Template) | [View File](#) |

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

```
Assessment of learning Levels:

The institution provides inclusive education to women with the
vision of transforming rural and first generation learners.

Bridge course is designed in English, Mathematics, Accountancy
and Computing skill to bridge the gap between Higher Secondary
and Collegiate Curriculum. Entry and Exit level tests are
conducted and designed necessary inputs.

Process Inputs:

Slow and advanced learners are identified based on their
performance in tests (50%), University examination (25%) and
Course teacher observations (25%).The students securing marks
below 40% are identified as Slow and above 70 % as Advanced
Learners.

Advanced Learners Programmes: (Gear up Extraordinary Minds).

They are given,
```

- Guidance to register courses in MOOC platform.
- Platforms to nurture their design thinking through Idea generation competitions etc.
- Encouraged to participate and present papers in seminars
- Competitive Examinations coaching
- Research projects, publications and entrepreneurial activities
- Lead to organise academic programmes
- Discussion forum on emerging trends like Union budget, NEP, Nobel Laureates etc. and Peer tutoring.

```
Slow Learners Programmes: (Gear up Self).
```

They are given,

- Remedial classes and Personal counselling
- Special course, English for You
- Self - learning course materials
- Vocational training, projects, group and club activities.

| File Description | Documents |
|---|---|
| Paste link for additional information | http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Add_Info/Criterion_II/2.2.1.pdf |
| Upload any additional information | View File |

**2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)**

| Number of Students | Number of Teachers |
|---|---|
| 4525 | 199 |

| File Description | Documents |
|---|---|
| Any additional information | View File |

**2.3 - Teaching- Learning Process**

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The college designs appropriate course wise student-centric teaching learning process like experiencing, participating and Problem solving methodologies.

Commerce and Management Studies implement World cafe, Brand you, Commerce lab, Training with Charted accountant, Discussion forum on Union Budget, Banking practices, Tally, Stock market, Entrepreneurship etc.

English Department follows Word of the Day, Turn Taking Reading, Haiku, Role play, training in Language lab, Journalism etc. History Department practises visits to historical and archaeological sites, historical story, inscriptions etc. Social work domain provides Psychoanalyst, Femagogy, Anti-oppresive Practice, Community research etc.

Biotechnology exercises Six degrees of Gene expression, Musical

theme, Memory matrix, Rethink 3D, Save my Species etc. Botany practices Harvesting, Ecotour, Herbarium etc. Physics and Chemistry apply Nano-insights, Build Circuits, RxN, Chem draw etc.

Mathematics follows Pair-think-share learning, think mathematically, Matlab etc. Hospital Administration practises First Aid and training at Hospitals. Fashion technology exercises Indian Signature, Autobiographical sketches, Annotated portfolio, CAD, Fashion show etc.

Computer studies integrate Training on Programming languages, Coding, Blog and Website creation etc.

Industrial visits, projects, internships, extension activities etc are organised for all the students.

ICT enabled teaching learning practices with Wi-Fi, LCD, Smart board, Softwares, LMS, video lectures in website as My Exam box are extended effectively.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](View File) |
| Link for additional information | http://www.bonsecourscollege.edu.in/NAAC/ AQAR_2021/Add_Info/Criterion_II/2.3.1_&_2 .3.2.pdf |

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The college gives priority to bring technological advancement as an integral part of effective teaching learning process.

The college has a customised Moodle account (bscwtnjlms.com) and all faculty and students extensively use LMS platforms for effective curriculum delivery, assessment etc. Totally 199 teachers prepared e-contents and have uploaded 694 of them in My Exam Box in college website. Entire faculty use different e-learning resources such as PG Patsala, MOOC, NPTEL, Udemy lectures. Online Psychometric Test is used to check Problem solving ability of the students.

ICT enabled teaching facilities include Wi-Fi enabled class

rooms, LCD, Smart board, 64 softwares and Language Lab. The
teachers and students widely utilise digital library and access
e-resources in INFLIBNET, National Digital Library, Bon
Resource Portal, databases etc.

Teachers use the following online tools : Loom, whiteboard,
screen recorder for e-content development, cheat sheet,
cram.com to prepare flash cards, Miro for mindmaps, Prezi and
Snagit to create visual documentation, thesaurus.com,
talkenglish.com, wolframalpha, circuitlab, chemtutor, and
Virtual laboratory tools like Praxilab and Labster, CAD
illustrator, quilting tutorials, codeacademy.com, time.graphics
discoveryeducation.com etc.

Departments conduct webinars, discussion forums through
Institutional registered Google suit and provision for the use
of Laptops and computers is given to 4554 students

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | View File |

**2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )**

**2.3.3.1 - Number of mentors**

199

| File Description | Documents |
|---|---|
| Upload, number of students enrolled and full time teachers on roll | View File |
| Circulars pertaining to assigning mentors to mentees | View File |
| Mentor/mentee ratio | View File |

**2.4 - Teacher Profile and Quality**

**2.4.1 - Number of full time teachers against sanctioned posts during the year**

**199**

| File Description | Documents |
|---|---|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | View File |
| List of the faculty members authenticated by the Head of HEI | View File |

**2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**

**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

**74**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template) | View File |

**2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**

**2.4.3.1 - Total experience of full-time teachers**

**1125**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | View File |

**2.5 - Evaluation Process and Reforms**

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and

mode. Write description within 200 words.

The college adheres to the University prescribed mechanism of internal assessment. Theory courses are assessed through Continuous Internal assessment Examinations (CIE) I, II and Pre-semester (15 marks), Assignments (5 marks), Group Activity/Quiz (5 marks) for Undergraduates. With all the other being the same components, Group Activity/Quiz is replaced by Seminar (5 marks) for Postgraduates.

Practical courses are assessed through Continuous performance (20 marks), Model Practical (10 marks), Record (5 marks) and Viva (5 marks.)

Mechanism of internal assessment: The Examination cell is assigned with the responsibility of the conduct of examinations for internal assessment right from the preparation of schedule to the publication of marks and redressal of discrepancies.

Transparency and robustness:

Invigilation duty is assigned by the examination cell and also conducted in strict adherence to norms prescribed for the University examinations.

The evaluated scripts are distributed to the students within one week time. The absentees with valid reasons are permitted to appear for retest. Students are given rights to resolve grievances regarding assessment.

Parent -Teachers meeting is conducted twice a semester. Parents persue the answer scripts and acknowledge.

Internal assessment and mark statement are duly signed by the respective course teacher, Head of the Department and the Principal.

| File Description | Documents |
|---|---|
| Any additional information | [View File](#) |
| Link for additional information | [http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Add_Info/Criterion II/2.5.1.pdf](#) |

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

The Examination Cell chalks out the precise mechanism for the conduct of internal and external examinations with increased transparency and efficiency.

Mechanism:

There are three college level examinations conducted viz Continuous Internal Examination I, II and Pre-semester. Examinations and the schedule are planned and published in the calendar. Students are informed of the obligatory changes in advance through circular, college website and SMS.

Transparent, time-bound and efficient: The course teacher distributes the valued answer scripts during the class hours and discrepancy if any is sorted out on the spot.

Examination cell conducts review meeting after the completion of every exam and students also drop grievances in the suggestion boxes. The grievances are forwarded to the Principal for further action.

Adherence to Examination schedule: The Examinations were not conducted with adherence to the academic calendar during the period of COVID19 and CIA and University Examinations were conducted based on Government & University regulations.

Five grievances related to Examinations were received during 2020-2021 and they were regarding duration of answer scripts submission during COVID 19 pandemic period. They were addressed suitably.

Thus the mechanism adopted by the college and the University is transparent, time bound and efficient

| File Description | Documents |
|---|---|
| Any additional information | [View File](View File) |
| Link for additional information | http://www.bonsecourscollege.edu.in/home-grievance-redressal.php |

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

**Response:**

The college has well-planned and established Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) for each programme and are displayed in the college website and communicated to the teachers and students in the beginning of the academic year.

**Communication to the teachers:**

- IQAC convened a committee in 2017 to introduce Outcome Based Education in the college and educated the teachers.
- Each department prepares POs, PSOs and COs based on the Learning Outcomes Based Framework of UGC.
- The teachers prepare their lesson plans and devise integrated teaching, learning and evaluation strategies to realise the desired course outcomes and making the graduates to be endowed with:
    - Professional Competence pertaining to Job/Entrepreneurial or Research & Development
    - Leadership Competence, skilled, a team-spirited and an exemplar of contributions for institutional or societal upliftment.
    - Mastery and autonomy (Communication skills, ability to connect the concept, real-time applicability and content delivery).

**Communication to the students:**

- The POs, PSOs and Cos are published on the departmental pages in the college website and explained during the time of admission and student induction programme.

A copy of Course structure with the course content and outcomes is given to every student.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for Additional information | http://www.bonsecourscollege.edu.in/Outcomes.pdf |
| Upload COs for all Programmes (exemplars from Glossary) | [View File](#) |

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

With the recommendations of IQAC, each department prepares well-defined Programme Outcomes, Programme Specific Outcomes and Course Outcomes and assessment is done as follows,

Direct method considers the following,

- Best of Two Continuous Internal Assessment tests
- Class performance activities comprising of assignments/seminars/experiments/quiz/group activity including field work/ internship, mini/main project/Practicals, any other activity.
- University External exam marks.

Direct evaluations pertain the students' knowledge, skills and advancement in their performance in terms of communication, receptivity, creativity, understanding and critical thinking ability, research quest, technical skills etc.

Indirect method considers the feedbacks of students, teachers, parents, alumnae and employers and Exit survey with the framed questionnaires.

Threshold Percentage for Undergraduate courses is 70% and Postgraduate is 80%. The following table shows the three target levels:

Level Average Percentage Level 3 70% of students secured more than 70% marks 2 60% of students secured more than 70% marks 1 50% of students secured more than 70% marks 0 Less than 50% of students secured more than 70% marks

Thus the attainment of programme outcomes and course outcomes

are calculated by adding direct and indirect attainment values in the proportion of 80:20.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for Additional information | http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Add_Info/Criterion_II/2.6.1 & 2.6.2 & 2.6.3.pdf |

**2.6.3 - Pass percentage of Students during the year**

**2.6.3.1 - Total number of final year students who passed the university examination during the year**

1463

| File Description | Documents |
|---|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | View File |
| Paste link for the annual report | http://www.bonsecourscollege.edu.in/Annual_Report/Annual_Report_2021.pdf |

**2.7 - Student Satisfaction Survey**

**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

http://www.bonsecourscollege.edu.in/Student_Satisfactory_Survey_2021.pdf

**RESEARCH, INNOVATIONS AND EXTENSION**

**3.1 - Resource Mobilization for Research**

**3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

11.34

| File Description | Documents |
|---|---|
| Any additional information | View File |
| e-copies of the grant award letters for sponsored research projects /endowments | View File |
| List of endowments / projects with details of grants(Data Template) | View File |

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**

**3.1.2.1 - Number of teachers recognized as research guides**

13

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Institutional data in prescribed format | View File |

**3.1.3 - Number  of departments having Research projects funded by government and non government agencies during the year**

**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

17

| File Description | Documents |
|---|---|
| List of research projects and funding details (Data Template) | View File |
| Any additional information | View File |
| Supporting document from Funding Agency | View File |
| Paste link to funding agency website | http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Criterion_III/3.1/3.1.3_Funding_Agency.pdf |

## 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Creation of ecosystem for innovations and transfer of knowledge and technology from classroom to community and lab to land have been realised as follows:

Conference on International impact of Trade and Business on Economic growth of Developing Countries in the Pre & Post Pandemic Era was conducted on 27 & 28.8.2021 with sponsorship of Indian Council of Social Science Research.

As participating institution in Institutions Innovation Council, Ministry of Education and Entrepreneurship Development and Innovation Institute, MSME, takes initiatives for transfer of knowledge and technology in the form of product/process/service.

A Patent was published on Nutraceutical Noodles and Process (Ap.No. 202141011480) and design (Ap.No.202141057240).

Iraivi Solutions, the incubation centre facilitates production of herbal sanitary napkins.

The Start-ups activities are branded as Queen Couture, Mithra, Eco-Rights, Aroma and Tech-Solutions that involve in marketing fashion items, Masks, Solar lamp assembly, production of herbal sanitizers, white phenyl etc., and developed software for Staff Performance Appraisal in 2021.

Commerce lab was established in 2020 to offer practical orientation on Banking, Insurance, Taxation, Stock exchange etc. and published News Letter.

Heritage hut is an initiative that conserves old coins, pottery, inscriptions, art etc. towards educating students on Indian tradition, culture and inheritance of its values

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Add_Info/Criterion_III/3.2.1.pdf |

**3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year**

**3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year**

**52**

| File Description | Documents |
|---|---|
| Report of the event | View File |
| Any additional information | View File |
| List of workshops/seminars during last 5 years (Data Template) | View File |

**3.3 - Research Publications and Awards**

**3.3.1 - Number of Ph.Ds registered per eligible teacher during the year**

**3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

**10**

| File Description | Documents |
|---|---|
| URL to the research page on HEI website | http://www.bonsecourscollege.edu.in/dep-research-development.php |
| List of PhD scholars and their details like name of the guide, title of thesis, year of award etc (Data Template) | View File |
| Any additional information | View File |

**3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**

**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

**44**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| List of research papers by title, author, department, name and year of publication (Data Template) | View File |

**3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**

**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

**22**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| List books and chapters edited volumes/ books published (Data Template) | View File |

**3.4 - Extension Activities**

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

**Extension activities are carried out through 18 Departments, 13**

various committees and clubs.

Neighbourhood Community: The college has adopted the Villages namely Pilankkanchavadi, Sooriyampatti, Kollangarai, Nanjikottai, Thulukkampatti, Koothancheri under NSS; Vilar, Puthupattinam, Kandithampattu, Uchimancholai and Pottuvachavadi under UBA. Departments carried out extension activities in schools, villages, old age homes, orphanages, drug addiction centres, prison self-help groups etc.,

Sensitizing on Social Issues was done under different schemes like Swachh Bharat, Gender Issues, Health and Hygiene, AIDS Awareness, Food and Nutrition, Pollution, Yoga, Road Safety, Voters day, Save Girl Child, Gramasabha meeting, etc. Karuvelam trees [Prosopis Julia] at Somanath pond were eradicated and is maintained as a garden. 5 blood donation camps were conducted by all Part V committees during 2020-21.

Rural community was sensitized on COVID19, Rain water harvesting, postal schemes, computing skills, communicative English, school mathematics, health hazards of radiation, ozone for life, skill India, digital literacy, entrepreneurship, green initiatives, cancer etc., The College also received One District, Green champion award by Mahatma Gandhi National Council of Rural Education in 20-21.

COVID19: Masks, ration items; food and Kabasurakudineer were distributed to rural community. Vaccinations drive was conducted in collaboration with the District Collectorate and received appreciation award for COVID19 services.

| File Description | Documents |
|---|---|
| Paste link for additional information | http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Add_Info/Criterion_III/3.4.1_&_3.4.3_&_3.4.4.pdf |
| Upload any additional information | View File |

**3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

**3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

**6**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Number of awards for extension activities in last 5 year (Data Template) | View File |
| e-copy of the award letters | View File |

**3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

**126**

| File Description | Documents |
|---|---|
| Reports of the event organized | View File |
| Any additional information | View File |
| Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template) | View File |

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**

**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

**16407**

| File Description | Documents |
|---|---|
| Report of the event | View File |
| Any additional information | View File |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | View File |

## 3.5 - Collaboration

### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

**118**

| File Description | Documents |
|---|---|
| e-copies of related Document | View File |
| Any additional information | View File |
| Details of Collaborative activities with institutions/industries for research, Faculty | View File |

### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

### 3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

**167**

| File Description | Documents |
|---|---|
| e-Copies of the MoUs with institution./ industry/corporate houses | View File |
| Any additional information | View File |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | View File |

| INFRASTRUCTURE AND LEARNING RESOURCES |
|---|

| **4.1 - Physical Facilities** |
|---|

| 4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc. |
|---|

The College provides adequate infrastructure and physical facilities for effective teaching - learning process and ensures its availability for a perfect learning atmosphere.

The college is situated in a calm and quiet 16 acre campus providing a suitable academic ambience with rural comfort and provides adequate infrastructural facilities across the five blocks.

There are 102 spacious and ventilated classrooms with sufficient number of tube lights and fans with provision to use LCD projector. Each department has a smart board.

In 2020, 800 MBPS Wi-Fi connectivity was established in addition to a broad bandwidth connectivity of 75 MBPS. There are 4 seminar halls, an auditorium and a vast open air quadrangle with 2 stages for outdoor activity oriented learning.

There are 18 well equipped laboratories and a central instrumentation centre sponsored by ONGC is functioning. Four fully air-conditioned laboratories for Computer Studies and Commerce (Computer Applications) and 64 licensed softwares are available. The language laboratory with 31 computers is equipped with Lady Hawk Software.

Herbal garden, Incubation centres and start-up rooms are available. Brail software JAWS is installed for visually challenged students. Uninterrupted power supply is ensured with 250 KVA power generators.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | [http://www.bonsecourscollege.edu.in/Photographs_Infrastructure_Physical_Facilities.pdf](http://www.bonsecourscollege.edu.in/Photographs_Infrastructure_Physical_Facilities.pdf) |

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has adequate facilities for sports, games (indoor, outdoor), gymnasium, yoga Extra-curricular and Fine arts activities.

Facilities for Sports and Games: The College has a playground of 5500 Sq.mt for 16 outdoor games and sports and 4 indoor games.

The college has teams for Football, Badminton, Handball, Kabbadi, Tennis, Volley ball and Karate. Silambam was introduced in 2020-2021.

A Gymnasium is available with the facilities like Treadmill Sprint, Bench press, Stand cycle, Butterfly chest expansion, walker and dumbbells. There is a full time Yoga Instructor and a meditation hall.

Extracurricular and Fine Arts: Students are offered training in Carnatic Music, Bharatha Natiyam, Western Dance and Theatre Arts. The college maintains a complete set of properties and instruments for cultural events. A 1000 capacity air conditioned auditorium and two open air stages are available with audio visual facilities for training and performance of the students with audio visual facilities.

Bon Fest, Aaduvome Pallu Paaduvome, Lit-Fest, Cul-Fest, and Fassioneren, Com-fest and Biz-spark are the subject related intra-collegiate/departmental cultural events related to their subjects organised annually to promote the talents of the students.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | http://www.bonsecourscollege.edu.in/NAAC/ AQAR_2021/Criterion_IV/4.1/4.1.2/Photogra phs_Cultural_Sports_Activities.pdf |

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**

**107**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | http://www.bonsecourscollege.edu.in/NAAC/ AQAR_2021/Criterion_IV/4.1/4.1.3/Teachers _using_ICT.pdf |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | [View File](#) |

**4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**

**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

**215.49**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Upload audited utilization statements | [View File](#) |
| Upload Details of budget allocation, excluding salary during the year (Data Template | [View File](#) |

**4.2 - Library as a Learning Resource**

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

**The College Library is centrally situated in a spacious area in the Ligeon Block with sufficient space for keeping racks for books, journals and back volumes, a Reading Hall, Technical Processing unit, Digital section equipped with CCTV cameras and LAN and wi-fi facilities. The library uses fully automated Integrated Library Management System through KOHA Software.**

**Knowledge Resources and Digital Services: The reference books and journals are kept in the reading hall of the library. New arrivals are displayed in the racks for two weeks. A separate**

**digital library is attached to the Library with 60 computers for accessing online resources.**

**A total number of 31,842 volumes of books and 118 journals, 25 magazines, 199500 e-books and 6000 e-journals were available in the library during 2020. The library has institutional membership with INFLIBNET, N-LIST etc.**

**Bon Research Database is used for the Remote accession of the digitized contents of dissertations/thesis of the faculty and students. Reprography facilities are also extended in the library.**

**The Library Advisory Committee monitors and reviews the functions of library through stock verification, Book Accession Register, Subscription of journals, Gate entry and past due in the month of April 2021.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](View File) |
| Paste link for Additional Information | [https://koha-community.org/manual/21.05/en/html/](https://koha-community.org/manual/21.05/en/html/) |

| **4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** | **A. Any 4 or more of the above** |
|---|---|

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](View File) |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | [View File](View File) |

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

**16.44**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Audited statements of accounts | View File |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | View File |

## 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

## 4.2.4.1 - Number of teachers and students using library per day over last one year

**1586**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Details of library usage by teachers and students | View File |

## 4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

```
The College has adequate IT facilities including internet and
WI-FI that are updated and upgraded regularly as an integral
part of the teaching, learning and assessment process.

IT Facilities: In proportion to the increase in admission, the
number of computers is increased in the laboratories with 606.
There are 359 Computer laboratories ,125 in seminar & Training
Halls and the remaining 122 computers are in the Library &
Departments. All the students are using Laptop provided by the
Govt.of TamilNadu during lecture.

Softwares: The College has 64 Microsoft Advanced life time
licensed softwares like Windows Operating System, SQLCAL,
Visual Studio Prow, ESSDI CAD software etc.,.

The language laboratory has been upgraded with Lady Hawk
software in 2020. Plagiarism checker x is available. ILMS was
upgraded with Koha.
```

The Integrated Data Management Centre is functioning with Management Information System called Gurukul soft, the cloud based distributed system which facilitates 90 % of processes and operational commitment of Education with 43 modules and also facilitate Software Development, Hardware, Networking, Website designing & hosting etc. There are 40 CCTV surveillance cameras in the campus.

Internet &Wi-Fi: In 2020-21, the Campus was provided 725 Mbps broadband in addition to existing 75 Mbps.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | http://bonsecourscollege.edu.in/NAAC/AQAR_2021/Criterion IV/4.3/4.3.1/Hardware_Software_WiFi_Photographs.pdf |

## 4.3.2 - Number of Computers

**606**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| List of Computers | View File |

## 4.3.3 - Bandwidth of internet connection in the Institution

`A. ? 50MBPS`

| File Description | Documents |
|---|---|
| Upload any additional Information | View File |
| Details of available bandwidth of internet connection in the Institution | View File |

## 4.4 - Maintenance of Campus Infrastructure

## 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

## 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

873.29

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Audited statements of accounts | View File |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | View File |

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

There is a well supported system in the college to regularly maintain and upgrade the infrastructure facilities and ensure its optimum usage.There is a Maintenance Office headed by Infrastructure Director, who functions under the guidance of Secretary and Principal to monitor the maintenance and utility of physical facilities.

The Maintenance officer takes care of the maintenance of buildings, upkeep of furniture and undertakes electrical, civil and plumbing works with the support of 2PROs, 67 drivers and conductors, 1 electrician, 2 security guards, etc.,

All the classrooms are equipped with adequate infrastructure befitting teaching and learning. The laboratory assistants safe-guard their respective laboratories under the supervision of the respective Heads of the Departments.

All Computer laboratories and Digital library are functioning with required facilities and taken care of by the Hardware technician.

Log book, Stock and Service Registers are maintained in all the laboratories and are monitored by the Heads of the Departments. Campus Wi-Fi facility is maintained by BSNL.

Library staffs are safe guarding the ILMS and library. Sports equipments, gymnasium are maintained by the 3 Physical Directresses. First aid measures and Fire extinguishers are available. The entire campus is under the surveillance of CCTV cameras.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | http://bonsecourscollege.edu.in/NAAC/AQAR _2021/Criterion_IV/4.4/4.4.2/Stock_&_Serv ice_Registers.pdf |

## STUDENT SUPPORT AND PROGRESSION

## 5.1 - Student Support

### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

**370**

| File Description | Documents |
|---|---|
| Upload self attested letter with the list of students sanctioned scholarship | [View File](#) |
| Upload any additional information | [View File](#) |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | [View File](#) |

### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

**1407**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | View File |

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**A. All of the above**

| File Description | Documents |
|---|---|
| Link to Institutional website | http://bonsecourscollege.edu.in/Capacity_Building_&_Skills_Enhancement.pdf |
| Any additional information | View File |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**6532**

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**6532**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template) | View File |

| **5.1.5 - The Institution has a transparent** | **A. All of the above** |
|---|---|

| | |
|---|---|
| **mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees** | |

| File Description | Documents |
|---|---|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | View File |
| Upload any additional information | View File |
| Details of student grievances including sexual harassment and ragging cases | View File |

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

### 5.2.1.1 - Number of outgoing students placed during the year

**1026**

| File Description | Documents |
|---|---|
| Self-attested list of students placed | View File |
| Upload any additional information | View File |
| Details of student placement during the year (Data Template) | View File |

### 5.2.2 - Number of students progressing to higher education during the year

### 5.2.2.1 - Number of outgoing student progression to higher education

**580**

| File Description | Documents |
|---|---|
| Upload supporting data for student/alumni | View File |
| Any additional information | View File |
| Details of student progression to higher education | View File |

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

**5**

| File Description | Documents |
|---|---|
| Upload supporting data for the same | View File |
| Any additional information | View File |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | View File |

**5.3 - Student Participation and Activities**

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year**

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

**20**

| File Description | Documents |
|---|---|
| e-copies of award letters and certificates | View File |
| Any additional information | View File |
| Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template) | View File |

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

The college facilitates students' representation and engagement in various bodies such as administrative, co-curricular and extra-curricular to enable them to gain leadership qualities with equal opportunities.

Bon Secours Student Arm is designed to function as three wings- College Student Council, Department association and Student Aided Committees.

Responsibilities and Functions:

All students' related activities are carried out under the leadership of the College Student Council directed by the Vice-Principal (General) and meetings are conducted once in a semester to share their overviews pertaining to academics, infrastructure and administration towards the holistic progression.

Department Association is formed by the Heads of the Departments based on the performance appraisal and formal interview. The co-curricular and extra-curricular activities of the Department are organised by student members.

Student representations in the committees include Student Welfare, Magazine, Grievance and Redressal, Discipline, Entrepreneurship, Anti-ragging, Alumnae, Extra-curricular etc.

The important days like World Environment Day, Teachers day, Transport, Freshers' Day and Inter-religious Festivals are organised by Student Council both in online/offline mode.

**Student Initiated Help Desk extends a practice of charity as SAFE [Students Assisted Fund for Education], I CAN, the Commercial Bazaar to render financial support to needy students and MANNA, the mid-day meal programme.**

| File Description | Documents |
|---|---|
| Paste link for additional information | http://bonsecourscollege.edu.in/NAAC/AQAR _2021/Add_Info/Criterion_V/5.3.2.pdf |
| Upload any additional information | View File |

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

**172**

| File Description | Documents |
|---|---|
| Report of the event | View File |
| Upload any additional information | View File |
| Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template) | View File |

**5.4 - Alumni Engagement**

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

**There is a registered alumni association that contributes significantly to the development of the institution through financial and other support services. Bon Alumni Association (BONAA) is an integral part of the institution working towards the motto of the college.**

**Bon Alumni Association registration was renewed on 10.08.2021. The present president Dr.Usha Nandhini Vishwanathan is a testament to the motto of the college and involves in college**

activities. BONAA has totally 12 chapters including National and international level and conducted two chapter meetings in 2020.

BONAA functions in two ways, through BONAA-FS (Financial Support) and BONAA-NFS (Non-Financial Support). Financially BONAA extends support to enhance the infrastructure, teaching learning resources and green practices. Rupees Fourteen lakh was contributed by BONAA for the construction of Sanitory block in 2020 and also extended their support to SAFE (Students Aided Finance for Education) programme and MANNA, the mid-day meal scheme. They donate books to the Central Library and saplings to make the campus green.

BONAA renders their Non-financial supports by facilitating skill and Entrepreneurship development, internships, placement, sports and games etc. Alumnae regularly visit the college and continue to get counselling to cope with the challenges in their family and career.

| File Description | Documents |
|---|---|
| Paste link for additional information | http://www.bonsecourscollege.edu.in/alumni.php |
| Upload any additional information | View File |

| 5.4.2 - Alumni contribution during the year (INR in Lakhs) | A. ? 5Lakhs |
|---|---|

| File Description | Documents |
|---|---|
| Upload any additional information | View File |

| GOVERNANCE, LEADERSHIP AND MANAGEMENT |
|---|

| 6.1 - Institutional Vision and Leadership |
|---|

| 6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution |
|---|

The college is bestowed with leadership excellence in line with its Motto, Vision, Mission and Core Values.

Vision:

To transform the women learners especially rural in academic excellence with knowledge and skills to ensure intellectual, social and moral exercises, empowering them to meet the challenges of the world tomorrow.

Mission: www.bonsecourscollege.edu.in/about-vision-mission.php

Nature of Governance: The Board of Management is the apex statutory decision making body. The Academic Advisory Board and Planning and Finance commission headed by the Principal governs the academic functioning of the college. The Infrastructure Director and Administrative officer look after the infrastructure augmentation and maintenances.

Perspective Plans:

1. Fostering a learner-centric environment with modern tools and technology for academic excellence

2. Promoting research, entrepreneurship and employment competencies through experiential learning.

4. Guiding the academically disadvantaged students through remedial practices.

5. Cultivating and transmitting the human values, national integration and environmental consciousness.

7. Developing knowledge and skills that build global competencies.

Participation of teachers in decision making bodies: Two Vice Principals, four Deans and 38 Committees are coordinated and represented by the faculty members and with students in some committees. IQAC with the stakeholders define and promote quality in overall academic eminence with transparency and accountability.

| File Description | Documents |
|---|---|
| Paste link for additional information | http://www.bonsecourscollege.edu.in/about-vision-mission.php |
| Upload any additional information | View File |

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The college practices decentralization and participative management and exhibits the delegation of well- defined duties and responsibilities to the Secretary, the Principal, Deans, Heads, Faculty Members and Coordinators of various Committees/Cells. Internal Quality Assurance Cell holds periodical meetings with all the stakeholders to plan, execute, monitor and evaluate the academic and administrative performances of the college and its transactions.

Case Study: Advances in Bon Campus Development (ABCD) Project

One of the many instances of participatory and decentralised management of the college is the Advances in Bon Campus Development. IQAC developed a blue print for infrastructure augmentation in terms of infrastructure, Integrated Library Management system, Management Information System, ICT and other support facilities. The management perused the proposal and approved the action plan proposed by IQAC.

ABCD Project initiated attainments in the academic year 2020-2021 are:

1. Construction of a new sanitary block
2. Establishment of administrative office with a fully automated office system
3. Establishment of Board Room with furnished ICT facilities.
4. Establishment of Digital library with 32 computers
5. ILMS was upgraded with RFID
6. Introduction of Staff Performance Appraisal software
7. Extension of Wi-Fi access up to 800 MBPS
8. Extension 24 CCTV cameras with 16 new

| File Description | Documents |
|---|---|
| Paste link for additional information | http://www.bonsecourscollege.edu.in/NAAC/ AQAR 2021/Criterion VI/6.1/6.1.2/Organogr am Deanary.pdf |
| Upload any additional information | View File |

## 6.2 - Strategy Development and Deployment

**6.2.1 - The institutional Strategic/ perspective plan is effectively deployed**

Strategic plan: Cultivating and transmitting the human values, national integration and environmental consciousness.

One activity successfully implemented based on the strategic plan:

BON-HE-RE (Heal the Earth-Rewind the Earth) Practice envisages the Green campus with priority to climate change, waste management, toxic and pollution free campus.

Green and Healthy Environment: The campus breathes with 3849 trees. As Bamboostands as carbon sink, an Oxy Park was implemented with 415 bambusa valgaris species. Office automation and Automobile restriction practices also support zero carbon emission Tulsi gives away oxygen for 20 hours a day in the campus. The herbal garden with 1010 herbal plants, Mushroom Hut and three Vermicomposting pits are maintained.

Energy Efficiency practices: Two Solar stations (30 KV) and 272 LED bulbs were extended in the campus. A Biogas plant is functioning to generate renewable energy for hostel utility. Sensor based energy conservation is also established.

Water and Waste Management: Grey water recycling plant is operated with aerobic digestion and Monocrotopas (Microbial mixer). A common catchment point and an open pond with 15,000 and 20,000 litres capacity were established under rain water harvesting system. Waste water management was reinforced through Root Zone treatment with the layer of Canna indica.

| File Description | Documents |
| --- | --- |
| Strategic Plan and deployment documents on the website | [View File] |
| Paste link for additional information | http://www.bonsecourscollege.edu.in/downloads/about/Strategic_Plan.pdf |
| Upload any additional information | [View File] |

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

Organizational Structure: The College is run by the Bon Secours

Congregation with well defined policies and are implemented through various bodies to achieve the Vision.

The Board of Management is the apex body that functions on Recruitment of the Principal and Staff, Governing Admission Procedures, Quality Assurance, Autonomy, introducing New Programmes, Perspective plan, Scholarships and Budget.

Administrative setup: The Secretary is the executive functionary with the responsibilities of Staff appointment, Salary, Disciplinary action, Finance, Scholarships and infrastructure.

The Principal has the authority on all academic matters and takes decision in consultation with the Vice Principals, Deans, Heads and Staff Council.

IQAC is an independent body that functions towards quality enhancement and academic excellence of the college.

Functions of various bodies: The Academic Advisory board assists in planning and execution of academic matters.

The Administrative Officer is the head of the administrative office, governed by the secretary for financial matters and by the Principal for academic matters.

The Planning and Finance commission is responsible for mobilising and the usage of funds. The infrastructure director supports Infrastructure development and maintenance.

There is a common educational policy for service rules, procedures, recruitment and promotion for all the institutions of the Bon Secours Congregation.

| File Description | Documents |
| --- | --- |
| Paste link for additional information | http://www.bonsecourscollege.edu.in/downloads/about/Higher_Education_Policy.pdf |
| Link to Organogram of the institution webpage | http://www.bonsecourscollege.edu.in/downloads/about/bonsecours-organogram.jpg |
| Upload any additional information | View File |

| 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination | A. All of the above |
|---|---|

| File Description | Documents |
|---|---|
| ERP (Enterprise Resource Planning)Document | View File |
| Screen shots of user inter faces | View File |
| Any additional information | View File |
| Details of implementation of e-governance in areas of operation, Administration etc(Data Template) | View File |

## 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The college realises that teaching and non-teaching staff members are the Cornerstone of the institution and cares for their welfare measures to create active, healthy and satisfied work force with good standard of living.

Wellness/well-being measures: The College cares for the physical and the psychological well-being of its staff members by conducting Yoga, Meditation and medical check-up camps. Special prayer service and Personal counseling are also extended.

Welfare measures: Financial facilities:

- Employees Provident Fund
- Loan with easy instalment
- Concession in the college bus fee
- Permission to accept offers for paid consultancy and make use of part of the honorarium for welfare of teaching staff in the Department
- Fee Concession for the children of the staff studying in any of the institutions run by the congregation.

Leave facilities

- Provides leave concession, reduction of workload to

```
     teaching staff who pursue research work.
   • Sanctions On-Duty to teaching staff.
   • Maternity and Medical leave for eligible staff.

Incentives and awards

   • Festival Bonus and gifts.
   • Annual free tour.
   • Professional development programmes.
   • Cash incentives for publications and NPTEL Examination
     Fee.
   • Sponsorship to attend conferences in India and abroad.
   • Best Teacher and Mentor awards.
```

| File Description | Documents |
|---|---|
| Paste link for additional information | http://www.bonsecourscollege.edu.in/downloads/about/Financial_Support_Policy.pdf |
| Upload any additional information | View File |

**6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**

**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

91

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | View File |

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

43

| File Description | Documents |
|---|---|
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres). | View File |
| Reports of Academic Staff College or similar centers | View File |
| Upload any additional information | View File |
| Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template) | View File |

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

**196**

| File Description | Documents |
|---|---|
| IQAC report summary | View File |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers) | View File |
| Upload any additional information | View File |
| Details of teachers attending professional development programmes during the year (Data Template) | View File |

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

**The college accelerates the professional development of the staff by implementing an effective Performance Appraisal System.**

**Teacher's Course Diary is given to each teacher to record their everyday engagements. All details pertaining to lesson plans, Pedagogies, ICT tool, mentoring, remedial classes etc. are recorded. It is monitored by the heads of the departments and by the Principal.**

**Staff members submit the Self- Appraisal through the duly filled-in proforma of the Performance Based Appraisal System designed by IQAC. Deans and Heads of the Departments evaluate the academic performance of staff by underlining their strength and weakness.**

**The Principal monitors the performance of staff and gives them continuous corrective measures. The Report is forwarded to the Board of Management and it makes detailed assessment on PBAS report.**

**Evaluation by the Students: The IQAC makes an analysis of the feedback received and prepares report and action plans. In each semester, students appraise their course teachers, teaching-learning practices, internal assessment, regularity, the use of ICT etc.**

**Evaluation by the Parent: Parent-Teacher Meet is the feature of the college conducted twice a semester to solicit the feedback from the parents about the academic programmes, quality of teaching and evaluation, students progression, sufficiency of infrastructure, etc.**

| File Description | Documents |
|---|---|
| Paste link for additional information | http://www.bonsecourscollege.edu.in/NAAC/ AQAR_2021/Criterion_VI/6.3/6.3.5/Performa nce_Appraisal.pdf |
| Upload any additional information | View File |

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

**The financial management and inspection is entrusted with the Planning and Finance Commission of the college constituted by the Board of Management. The college has established a**

mechanism for conducting internal and external audits regularly.

Internal audit is conducted once in a year by the internal financial committee of the institution appointed by the management. External audit is conducted every year by an external agency namely MACHARLA & ASSOCIATES, Chennai.

The audit statement consists of the following items:

- Sponsorship for Academic Activities
- Endowments and Chairs
- Grants mobilised for research
- Incentives to staff members
- Amount allocated for augmentation of infrastructure, salary and support services
- Funds allocated for the purchase of books, subscription of journals and e-governance
- Scholarships and freeships by the Management
- Amount contributed by the Alumni, Individuals and Philanthropist
- Funds allocated towards green campus practices

Strict guidelines on internal audit ensure compliance with legal obligations and there were no audit objections in 2020-2021. The Finance Committee meeting was conducted on 17.04.2020 The Internal Audit was conducted on 24.12.2021 and 5.04.2021 and the External Audits on 22.04.2021

The Public Financial Management System is used for transacting with the government and its agencies.

| File Description | Documents |
|---|---|
| Paste link for additional information | http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Add_Info/Criterion_VI/6.4.1.pdf |
| Upload any additional information | View File |

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

**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

**38900**

| File Description | Documents |
|---|---|
| Annual statements of accounts | View File |
| Any additional information | View File |
| Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template) | View File |

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college is a self-financed institution run with the policy of not receiving any donation for admissions and staff recruitments.

It has well-defined standard operating procedures for mobilization of funds and optimum utilisation of resources. The Planning and Finance Commission evaluates the requirements of the departments and other units for allocation of funds.

Mobilisation of Funds: The funds are generated mainly through the fees paid by the students and supported by the Management. Fund from the government and non-government funding agencies for academic and research purposes and transport fee are the additional resources.

Endowments and funds are also raised through alumni, well-wishers and philanthropists.

The Planning and Finance Commission and the Board of Management have a perpetual monitoring practice on budget allocation and proper utilization of allocated funds and keep record.

Optimal utilisation of resources: The College focuses constantly on fulfilling the scholastic needs of the students and allocate budget accordingly.

At the end of each financial year, internal and external auditing is conducted to ensure correct utilisation and proper accounting of the funds mobilised. The Principal is accountable for all financial transactions. In this way, effective financial management is being practiced by the college to

achieve its desired goals.

| File Description | Documents |
|---|---|
| Paste link for additional information | http://www.bonsecourscollege.edu.in/downloads/about/Policy_Document_for_Mobilization_of_Funds.pdf |
| Upload any additional information | View File |

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Practice I: Exercise on Curriculum Value Addition:

Internal Quality Assurance Cell of the institution strives to realize the vision to empower the women learners with global competencies, especially the students who are largely from remote villages with restrictions. Considering the demands for specialization and additional qualifications in job market and feedback of the stakeholders, Curriculum Value addition is made with certificate/ adds on/ value added courses towards skill development and entrepreneurship.

The courses are offered in both odd and even semesters with 30 contact hour each with the appointment of internal and external subject experts for the courses.

The details:

Academic Year Number of Certificate/Add-on /Value added Courses offered Number of Students Benefitted 2020-21 170 4525

Practice II: Experiential and Entrepreneurial Education

IQAC trusts that higher education remains productive with experiential learning practices in tune with NEP 2020 and advances of Higher Education. Hence, Ecosystem for promotion of Experiential and Entrepreneurial Education was established with participation in Institutions' Innovation Council (IIC) and Entrepreneurship Development and Innovation Institute (EDII) in 2020-2021. Internship/field work was extended to the students with a minimum period of 10-30 days to offer off campus experience, strengthened knowledge and skills. Industry-

**academia collaboration was extended with 169 MoUs.**

| File Description | Documents |
|---|---|
| Paste link for additional information | http://bonsecourscollege.edu.in/NAAC/AQAR _2021/Criterion VI/6.5/6.5.1/Strategies & _Processes.pdf |
| Upload any additional information | View File |

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

**Internal Quality Assurance Cell reviews the teaching-learning process, structure, methodologies of operations, and learning outcomes at periodic intervals as follows,**

**Reviews of teaching learning process:**

**IQAC conducts the annual review meeting to check the Learner centric teaching practices, Upgradation of pedagogies, Attainments, and outcomes to institutionalize the quality measures.**

**Structures & methodologies of operations: Self-regulated peer reviews are made and Teachers are offered Professional Development Programmes aligning with advancement in Higher education.**

**Curriculum Planning and Delivery: IQAC revised the course book in 2020 as a record of Teachers' preparedness and performance at course level with the key features of warm-up, info bit, cross-connection, review zone etc., Lesson plan, teaching plan and log book are reviewed by the Heads of the Departments daily and Deans regularly.**

**Faculty Performance Appraisal is reviewed and assessed by the Heads of the Departments, Deans and evaluated by IQAC.**

**Feedback from students, teachers, alumnae, parent and employers are collected, analysed and actions taken.**

**Regular Monitoring Mechanism: Round the Clock inspection team monitors the regular classes for every hour.**

**Review of learning outcomes: Students' performance in examinations and various activities is appraised as learning outcomes. Attainment of POs, PSOs and COs are also reviewed.**

| File Description | Documents |
|---|---|
| Paste link for additional information | http://bonsecourscollege.edu.in/NAAC/AQAR_2021/Criterion VI/6.5/6.5.2/Supporting Documents.pdf |
| Upload any additional information | View File |

| **6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)** | **A. All of the above** |
|---|---|

| File Description | Documents |
|---|---|
| Paste web link of Annual reports of Institution | http://www.bonsecourscollege.edu.in/Annual_Report/Annual_Report_2021.pdf |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

## INSTITUTIONAL VALUES AND BEST PRACTICES

## 7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

**The college is committed to women education with the motto, "To Empower, To Change, To Live" and promote gender equity and**

empowerment as follows,

Curricular Activities:

A total of 60 courses addressing 'Human values and Gender Studies' were introduced by the Bharathidasan University for all the Under Graduate students in the first and sixth semester of the programme. There are 30value added courses like Yoga, Karate, Counseling, Entrepreneurship, Tailoring, etc., also offered by the college for all the students. Moral classes are conduced once in a week regularly.

Co - curricular Activities:

The seminars/lectures/workshops on Gender Equality were conducted by the various Departments on Crimes against women, Domestic violence during COVID19 Lockdown, Kavalan App, Digi portal, NAD and E-Parivarthan, Cyber Security, Business opportunities for women etc.Totally, 33 programmes were conducted in online/offline mode during 2020-21 excluding Career guidance and Soft skill training.

COVID 19 - Helpline and Psychotherapy were extensively used.

40 CCTV Cameras, 24x7 monitoring security guards, common room, medical centre, antiragging committee, counselling cell, hostel in the campus ensure safety and security of women learners in the campus.

| File Description | Documents |
|---|---|
| Annual gender sensitization action plan | http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Criterion_VII/7.1/7.1.1/List_&_Report.pdf |
| Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Criterion_VII/7.1/7.1.1/Specific_Facilities.pdf |

| 7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy          Biogas plant Wheeling to the | A. 4 or All of the above |

| Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment | |
|---|---|

| File Description | Documents |
|---|---|
| Geo tagged Photographs | [View File](#) |
| Any other relevant information | [View File](#) |

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management  Waste recycling system Hazardous chemicals and radioactive waste management

The college deploys the integration of the environment consciousness and zero waste management as follows:

Solid Waste Management: Solid wastes generated are segregated as bio-degradable and non-biodegradable. Daily collection of litters are dumped in vermi-pits and processed for manuring. Students of Department of Biotechnology are trained with the Pit method of Vermicomposting. Food and kitchen wastes generated from hostel and canteen are used for biogas production and utilized at the hostel. Sanitary Napkin incinerator is kept in girls' washrooms to reduce environmental pollution. Old newspapers and non-biodegradable wastes are sold to vendors dealing with recycling.

Liquid Waste Management: Waste water from laboratories is discharged into thesoak pits. Grey water recycling plant is treated through oxidation process using bioenzyme (monocrotophos). The treated water is used for irrigation. Waste water management is reinforced through Root Zone treatment system with a layer of Canna indica.

BioHazardous, Chemicals and Radioactive Waste Management: The biologically contaminated waste materials are sterilized, disinfected and disposed in pits and incinerated. The chemicals used in the laboratory are disposed after dilution, collected in choke pits and released.

E-waste Management: Electronic goods are optimally used with proper maintenance. E-Wastes are sold to vendors on buy back schemes.

| File Description | Documents |
|---|---|
| Relevant documents like agreements / MoUs with Government and other approved agencies | View File |
| Geo tagged photographs of the facilities | View File |

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

**A. Any 4 or all of the above**

| File Description | Documents |
|---|---|
| Geo tagged photographs / videos of the facilities | View File |
| Any other relevant information | View File |

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

**A. Any 4 or All of the above**

| File Description | Documents |
|---|---|
| Geo tagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | View File |
| Any other relevant documents | View File |

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

| 7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities | A. Any 4 or all of the above |
|---|---|

| File Description | Documents |
|---|---|
| Reports on environment and energy audits submitted by the auditing agency | View File |
| Certification by the auditing agency | View File |
| Certificates of the awards received | View File |
| Any other relevant information | View File |

| 7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading | A. Any 4 or all of the above |
|---|---|

| File Description | Documents |
|---|---|
| Geo tagged photographs / videos of the facilities | View File |
| Policy documents and information brochures on the support to be provided | View File |
| Details of the Software procured for providing the assistance | View File |
| Any other relevant information | View File |

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The College takes all efforts to foster value based education among the students and works towards the all-round formation by providing them continuous opportunities and an inclusive environment.

Bon-Fest, the intra-collegiate cultural competitions were conducted to exhibit the talents and harmony towards cultural and linguistic diversities. During COVID19 Pandemic period, the college provided financial support to 1042 economically deprived students and also distributed masks, rations items and food to the people of adopted villages and also provided bus facilities and data entry to support the local government.

International Women's day and Yoga Day were celebrated by invited talk and performing yoga to promote peace, harmony, happiness to every soul.

Republic Day, Independence Day etc., were celebrated by Planting saplings, special lecture and Swachh activity in and outside the campus. Handloom Day was observed by the students to revive our tradition.

Bharathiar Mother Tongue day were observed to Literary events like Olivian-Fest and Lit-Fest were conducted to portray the characters in English literature.

Training on Tailoring, solar lamp assembly etc. was offered to SHGs. Diwali, New year, Pongal and Christmas were celebrated to create harmony irrespective of cultural and regional diversity.

| File Description | Documents |
|---|---|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | View File |
| Any other relevant information | View File |

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The college sensitizes the students, staff and employees on the constitutional obligations about values, rights, duties and responsibilities of citizens and provides opportunities to create social consciousness towards national building.

During Student induction programme, awareness was created on Code of contact, Anti-ragging policy and prevention of sexual Harassment to the freshers.

Independence Day and Republic Day were observed to inculcate patriotism. On the day of Gandhi Jayanti, students participated in Swachh Bharat activities.

NSS observed Voter's day and Population day by expressing their responsibilities towards citizenship. 6 Blood Donation Camps were organized during 2020. Students were educated on Ozone for Life and planted Tulasi Samplings in the Campus and adopted villages.

Environmental day was observed to bring sustainable solutions to protect the ecosystem. World Cancer and Health day were observed by creating awareness on Cancer, Diabetics, etc. Science exhibition was also conducted for school students.

World Mental Health day was observed by offering Counseling to the covid19 victims. International days on Literacy, Water, Yoga etc.,were celebrated to propagate values among young generation.

The college paid homage on Pulwama attack happened on14.02.2021. The college actively participated in COVID 19 services by distributing kabasurakudineer, masks, ration items and food etc.

| File Description | Documents |
|---|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Criterion_VII/7.1/7.1.9/List_&_Report.pdf |
| Any other relevant information | http://www.bonsecourscollege.edu.in/NAAC/AQAR_2021/Criterion_VII/7.1/7.1.9/List_&_Report.pdf |

| 7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized | A. All of the above |
|---|---|

| File Description | Documents |
|---|---|
| Code of ethics policy document | [View File](#) |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | [View File](#) |
| Any other relevant information | [View File](#) |

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college celebrates/organises various festivals and days of national and international importance with dynamism and cheer to integrate and appreciate the cultural and religious identities of Indians.

The celebrations include Flag-hoisting, Exhibitions, expert talk/ lecture, rally, Poster Presentations, Essay Writing, Quiz, Elocution, Culturals etc. Eminent personalities were invited to motivate student and staff by their inspiring speech on those days in online/off-line mode.

National Republic & Independence days were celebrated as an integral part of academic year The International Women's and Yoga Day were celebrated to bring confidence with physical and mental fitness.

The birth anniversary of the great mathematician Srinivasa

Ramanujan was celebrated and honoured the students who secured centum in mathematics were honoured. Teachers Day was celebrated in honour of Dr. Sarvepalli Radhakrishnan in online mode. On the birth anniversary of Dr.A.P.J.Abdul Kalam, oath was taken on his ten commandments. The college also celebrated the birth and death anniversary of several other great Indian personalities in 2020. The other events include AIDS Awareness, Anti-corruption, Consumers day, National youth day, Environment day etc. were also observed.

Other festivals like Pongal, Christmas, Onam, Diwali and New year were also celebrated with colours to bring Unity and harmony in diversity.

| File Description | Documents |
|---|---|
| Annual report of the celebrations and commemorative events for the last (During the year) | View File |
| Geo tagged photographs of some of the events | View File |
| Any other relevant information | View File |

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

BEST PRACTICE I

1. Title of the practice:

BON-Student Support Services (BON-SSS)

2. Objective (In about 20 words)

To extend financial aid to deserving poor students, especially from rural background without any discrimination of caste, creed or religion.

3. The context (In about 30 words)

Management lives on its vision and taps all resources to fulfill educational needs of poor students has extended with principle, for the Student, by the Student, of the Student.

**4. The Practice (In about 50 words)**

Students Support Services are extended as follows,

- Management, Merit , Sports, BSSA scholarship
- I CAN: Fund via Fairs
- SAFE : Students Assistance Fund for Education
- MANNA : Mid-day meal
- Bon child
- Free Education
- Earn While You Learn
- Alumnae concession
- Disaster management

**5.Evidence of success (In about 40 words)**

Scholarship/Scheme

Number of Beneficiaries

Merit

858

Sports

15

Disability

1

I CAN

187

SAFE

30

MANNA

25

Bon Child

3

Free Education

6

Alumnae concession

261

Fees Concession

46

Earn While Learn

18

Disaster Management (COVID19)

2305

6.Problems encountered and Resources Required: (In about 30 words)

The college found difficult to offer financial assistance to all the students as the admission was increasing every year. During COVID19 lockdown period, it realized more difficulties to mobilize funds.

7.Notes (Optional) (In about 30 words)

During COVID19 Pandemic period, the students supported in terms of distribution of masks, sanitizer, ration items, kabasurakudineer and food to rural community and received appreciation award from Thanjavur District Collector.

BEST PRACTICE II:

1. Title of the practice:

BON: Experiential and Entrepreneurial Education

2. Objective (In about 20 words)

To use a combination of classroom activities and external experiences to keep education interesting and engaging while adding value to the overall process and promote employability and entrepreneurship intensively.

3. The context (In about 30 words)

The institution actively engages students in different opportunities to learn through doing and reflection on those activities to empower them in a multitude of settings in & out of classroom.

4. The Practice (In about 50 words)

Departments properly design different experiential, applied and hands-on learning models like Laboratory, workshop, Internship, Field work , Industrial visit, Problem solving, Project & Case-based practices; offers training on how to design/conduct experiments and develop products/process/service in incubation centers; focuses on extension of knowledge for transformation of society through extension activities.

5. Evidence of success (In about 40 words)

Experiential & Entrepreneurial Education Exercises

Number of Beneficiaries (2020-2021)

Internship

1978

Field work

1390

Project

1217

Entrepreneurship Development Programmes

1343

Hands-on training Programme

1709

Vocational Training Programme

219

Extension Programme

862

Outreach Programme

15538

6. Problems encountered and Resources Required: In about 30 words)

Availability of resources, facilities, experts and cross-cultural setting can bring challenges to students' learning. Interfering factors may also include technical and communicational difficulties because of different location, time, safety etc.

7. Notes (Optional) (In about 30 words)

Bon Iraivi solutions, Queen Couture, Eco-rights, Bon Aroma, Bon-Mitra, Commerce Lab, and Tech Solutions are the products of Experiential and Entrepreneurial Education. Totally 52 extension programmes were conducted during 2020-21.

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | http://www.bonsecourscollege.edu.in/Best_Practice.pdf |
| Any other relevant information | http://www.bonsecourscollege.edu.in/Best_Practice_1.pdf |

## 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

BON ETHOS EDIFICE [BEE]

Bon Secours stands for Discipline, strives for Discipline and achieves Discipline as an all time attainment of the students.

The Practice: With the underlying principle of Education without value is not only useless, but also very harmful, the Institution widens moral education to the student community as an integral part of curriculum to promote discipline, leadership, self-reliance, self-control, social responsibilities and integrity through BEE which is designed to provide motivation, spiritual therapy and solace to encounter the challenges of the modern era. BEE operates in three ways (i) Physical and Mental fitness through Yoga and meditation classes (ii) Shalom: Spiritual retreat; Moral classes and (iii) Social responsibility

From 50 students in 2002 to 4554 in 2020 is the success that proves that the college remains the first choice of every parent as they consider moral values, discipline, safety and security as a priority for their daughters with the lowest fee structure and is also sending a fleet of buses to every remote village when compared to the other self-finance colleges in Thanjavur and other nearby cities.

Thus the College gives rebirth to the students and transforms their personal and professional life to reach the altitude through Bon Ethos Edifice [BEE].

| File Description | Documents |
|---|---|
| Appropriate web in the Institutional website | View File |
| Any other relevant information | View File |

7.3.2 - Plan of action for the next academic year

1. Obtaining Autonomous status for the upliftment of academic standards and excellence.

2. Extension of collaboration to National and International levels to improve knowledge andskills that build global competencies.

3. Promoting employability and entrepreneurial skills through Experiential Education

4. Strengthen Research and Development Programs

5. Active participation in Institution's Innovation Cell and Entrepreneurship Development

Cell to promote and encourage innovation, IPR and Startups.