

# BON SECOURS COLLEGE FOR WOMEN



Nationally Accredited with 'A' Grade by NAAC  
Affiliated to Bharathidasan University, Tiruchirappalli  
UGC Recognized 2(f) and 12(B) Institution

VILAR BYPASS, THANJAVUR - 613 006, TAMIL NADU

Tel : 91-4362-257447 / Fax : +91-4362-255939

www.bonsecourscollege.org E-mail:bonsecourscollege02@gmail.com

## INTERNAL QUALITY ASSURANCE CELL

### ACTION TAKEN REPORT: 2018-19

Plan of action	Outcomes/Achievements
Faculty Development Programmes [On & Off campus]	<ul style="list-style-type: none"> <li>▪ <b>06.06.2018 to 08.06.2018:</b> FDP was organised on Teacher's Quality Enhancement.</li> <li>▪ <b>13.07.2018:</b> FDP on Digital transformation in classroom resource person was Mr.B.Thangapandian, Director, MACS Academy, Microsoft Training Division, Chennai.</li> <li>▪ <b>26.07.2018:</b> FDP on Quality Enhancement in Higher Education. The resource person was Dr.S.Gokul Shankar, Senior Associate Professor, Microbiology Unit, Deputy Dean, Faculty of Medicine, AMIST University, Malasiya.</li> <li>▪ <b>08.08.2018:</b> FDP on Road Map for inclusive teachers mentoring exercises. Resource person was Dr.R.John Bosco Balaguru Rayappan, Associate Dean (Research), SEEE, Sastra University, Thanjavur.</li> <li>▪ <b>16.11.2018:</b> FDP on Moodle Learning Management System. Resource person Mr. Syed Nazimuddeen, AGM, ARIN Professional Services Pvt.Ltd. Trichy.</li> </ul>
Bridge course	Bridge course was conducted for new entrants from <b>21.06.2018 to 29.06.2018</b> in line with communicative skills development and know thy institution.
Students Induction Programme	<b>19.06.2018 and 20.06.2018:</b> Student Induction Programme resource person was Dr.Sr.Victoriya, Principal, Bon Secours College for Women, Thanjavur.
TIID [Teachers Individual and Institutional Development Programme]	<b>02.07.2018 &amp; 03.07.2018:</b> Model classes were conducted for newly appointed faculties regarding different teaching tools, approaches and classroom management.
Potential mentor-UGC Scheme of PARAMARSH to guide and support the NAAC aspiring institutions.	The following colleges were identified for the same. Sri Bharathi Arts & Science College for Women, Pudukottai. <ul style="list-style-type: none"> <li>• Idhaya College For Women, Kumbakonam.</li> <li>• Arputha College of Arts &amp; Science, Pudukottai.</li> <li>• MeenakshiRamaswamy Arts and Science College,</li> </ul>



	<p>Ariyalur.</p> <ul style="list-style-type: none"> <li>• Naina Mohamed College of Arts &amp; Science, Aranthangi.</li> <li>• Mother Gnanamma women's college for Arts and Science, Ariyalur.</li> <li>• Dr.NalliKuppusamy Arts College for Women, Thanjavur</li> </ul>
Internal & External Academic Audit.	<p><b>03.08.2018 &amp; 04.08.2018:</b> Internal audit was conducted.  <b>13.09.2019 &amp; 14.09.2019:</b> External audit was conducted.          Suggestions were carried out and followed.</p>
Faculty course diary	<p>Common structured Faculty Course Diary for regular teaching practices which cover the key indicators on quality education with continuous assessment and monitoring system was implemented from even semester of the academic year.</p>
AQAR (2017-18) Submission	<p>Submitted on <b>19.12.2018</b></p>
NIRF Ranking	<p>Submitted on <b>07.12.2018 &amp; 14.12.2018</b></p>
Development Programme for Nonteaching faculty	<p><b>08.02.2019 to 09.02.2019:</b> Workshop on <i>Communication Skills and Administrative Practices</i> was conducted for Non-teaching faculty. The Resource person was Fr.Sagaya Doss, Professor of English, Loyala College, Chennai.</p>
Training Programme for Administrative & teaching staff	<ul style="list-style-type: none"> <li>• <b>11.06.2018:</b> Administrative Training Programme on "Integrated Library System". The resource person Dr.J.Selvam,Ph.D., Head, Dept of Library and Information Science, AVVM Sri Pushpam College.</li> <li>• <b>18.06.2018:</b> Administrative Training Programme on "Quality Record Management" the resource person Dr.N.Anuradha,Head,Dept.of.Physics, Bon Secours College for Women, Thanjavur.</li> <li>• <b>05.07.2018:</b> Administrative Training Programme on "Use of Microsoft tools in day to day work" resource person was Ms.T.K.Anusuya, Head,Dept.of. Computer Science, Bon Secours College for Women, Thanjavur.</li> <li>• <b>04.08.2018:</b> Administrative Training Programme on"Laboratory instructions in experimental technique and waste management". Resource person Dr.A.Amargeetha,Head,Dept.of.Chemistry, Bon</li> </ul>



	<p>Secours College for Women, Thanjavur.</p> <ul style="list-style-type: none"> <li>• <b>21.03.2019:</b> Training Programme on "Microsoft Excel" resource person was Ms. A. Thamilzhiniyal, Asst. Prof. of Computer Science, Bon Secours College for Women, Thanjavur.</li> </ul>
Faculty Orientation Programmes	<ul style="list-style-type: none"> <li>▪ <b>23.02.2019 to 25.02.2019:</b> Workshop on <i>e-content development and smart remedial practices</i> was conducted.</li> <li>▪ <b>25.03.2019 to 26.03.2019:</b> Workshop on <i>Mentorship – Building a Professional Network &amp; Gaining Expertise</i>, Prof.T.JosephPandian, IQAC Advisor, delivered a talk on <i>Professional ethics &amp; code of conduct</i>. Dr.R.Kalaivani, IQAC Coordinator demonstrated <i>Effective teaching learning methods</i> and Sr.C.Amalipushpam, Dean of Technology explained about the <i>Organogram of the Institution</i>.</li> <li>• <b>09.06.2018 :</b> Faculty orientation programme on Research And Development. The resource persons were Dr.R.John Bosco Balaguru Rayappan, Associate Dean (Research), SEEE, Sastra University, Thanjavur. Dr.T.Bharath Kumar, R&amp;D Coordinator, Bon Secours College for Women, Thanjavur.</li> <li>▪ <b>04.02.19 &amp; 05.02.19</b> Orientation programme on "Communication skills and Administrative Practices" resource person was Prof. Sagaya Doss, Dept. of English, Loyola College, Chennai.</li> <li>▪ <b>30.06.2018</b> Faculty Orientation Programme on "Calligraphy Class" resource person was Mr.A.R.Arulgnanasundaram, Calligraphist, Right Brothers Calligraphy Academy, Pudukkottai.</li> </ul>
Yoga and meditation programme	<p><b>05.01.19</b> for drivers and conductors towards stress relief and physical and mental fitness. Ms.R.Rathika, Hearts Trainer Institute, Thanjavur was the resource person. <b>07.01.2019 &amp; 08.01.2019</b> for the faculty. Revitalized towards Physical and mental fitness</p>
Skill development programme	<p>Skill Development Programme on <i>Entrepreneurship, Knowledge and Technology Transfer</i> was organized by IQAC. They were grouped into five domains, such as Socio-</p>



	<p>preneurs, Eco-preneurs, Techno-preneurs, Info-preneurs and Bio-entrepreneurs. It comprises of various sessions such as know thyself, know thy institution, skill development training on interior decoration. Yumpreneurs – value added food products production, effective learning methods, Google class room, open online learning resources, research quest, proposal writing skills &amp; effective communicative practices. Field trip to Poombugar was also organized.</p> <ul style="list-style-type: none"> <li>▪ Dr.Anand Jerald Sebastine, Associate Professor, Department of Social work, PeriyarManiyammai University, Vallam, Thanjavur.</li> <li>▪ Ms.S.V.Bakiyalakshmi, Assistant Professor of Biotechnology, A.V.V.M Sri Pushpam College, Poondi.</li> <li>▪ Dr.R.Kalaivani, IQAC Coordinator, Bon Secours College for Women</li> <li>▪ Dr.T.R.BarathKumar, R&amp;D Cell, Coordinator and Part V Committee Coordinators handled the sessions from 06.03.19 to 16.03.19.</li> </ul>
Purchase of sanitary napkin vending machine	Installed on <b>08.03.2019</b> and smart hygiene practices were ensured
Introducing Integrated Data Management Centre [IDMC] for MIS	IDMC was implemented for effective data management system.
Give Back to Society [GBS] was planned	All the departments participated in the extension activities at various villages.
Placement drive	<b>28.02.2019:</b> Job fair was conducted and 552 students were placed
Installation of HRDC	Faculty recruitment done as per UGC guidelines on 29.04.2019 and 39 were appointed.
Alumni registration	BONAA [Bon Alumni Association] was registered on 24.05.2019
Incubation Centre	TNSCST funded workshop programme on” Diversifying Self – employment among rural women of vilarpanchayat, Thanjavur, through development of eco-friendly herbal finished smart sanitary napkins” was evolved as an Incubation Centre as Iraivi Solutions, which is the platform in the domain of health and hygiene. In line with this, entrepreneurship and opportunities for the scheme ‘EARN WHILE LEARN’ was promoted.



Workshop was planned

- **02.07.18 to 06.07.18:** Workshop on *Net Exam Coaching Crash* for the Faculty. The Resource Person was Dr.T.BharathKumar, R&D Coordinator.
- **04.09.2018:** Workshop on *Knowledge on Research Impact factor (Scopus and Google Scholar)*. The Resource Person was Dr.T.Bharath Kumar, R&D Cell Coordinator.
- **24.10.2018 to 31.10.2018:** Workshop on *Research Progress and Development* for doctorates and Ph.D. pursuing faculties The resource persons and topics were as follows,
  - Dr.G.VictorRajamanickam, Research Advisor, PITS, Thanjavur on *Research quest on Interdisciplinary approaches*.
  - Dr.S.Gokul Shankar, Senior Associate Professor, Microbiology Unit, Deputy Dean, Faculty of Medicine, AMIST University, Malasiya on *Jungle wisdom*.
  - Dr.G.Archunan, Professor, Department of Animal Science, Bharathidasan University, Trichy on *Patent FilingProcedures*.
  - Dr.C.Paramasivan, Assistant Professor of Commerce, Periyar E.V.R. College Trichy on *Criterion III in NAAC*.
  - Mr.B.Thangapandian, Director, MACS Academy, Microsoft Training Division, Chennai on *Industry & academic collaboration*.
  - Dr.P.PichamuthuMariappan, Head and Assistant Professor of Zoology, Rajah Serfoji Government Arts College, Thanjavur on *Statistics and Research*.

As a result of Workshop on Research & Development the grants from TNSCST was received under the following schemes.

- Dissemination of innovative technology
- Student Project Scheme
- Popularisation of Science activities.
- Book Publication in Tamil and
- Interdisciplinary –ICHR Conference

The faculty members were sensitized on NAAC revised Quality Inputs, Assessment & Accreditation Procedures.



	<p>More than 50 faculty members participated in seminar, workshop and colloquium organized by various reputed Institutions on the topics related to <i>NAAC framework, NPTEL SWAYAM courses, NEP-2019, API Score and Best practices.</i></p> <ul style="list-style-type: none"> <li>• <b>30.07.2018</b> Workshop on Research Publishing in Journals: Web of Science, Scopus, UGC-CARE), Open Access resource person was Dr.T.Bharath Kumar,R&amp;D Coordinator,Bon SecoursCollege for Women,Thanjavur.</li> <li>• <b>12.11.18</b> Workshop on “Bio Statistics and Research” resource persons were Dr.P.Pichamuthu Mariappan ,Head and Assistant Professor of Zoology,Rajah Serfoji Government Arts College ,Thanjavur. Dr.T.R.Bharath Kumar,R&amp;Dcoordinator,Bon Secours College for Women,Thanjavur</li> <li>• <b>06.03.19 to 16.03.19:</b> Workshop for students on “Skill Development Programme on Knowledge Transfer and Entrepreneurship” resource persons were Dr.Anand Jerald Sebastine ,Associate Professor ,Dept. of Social work,Periyar Maniammai University,Thanjavur. Ms.V.Backiyalakshmi,Asst.Prof in Biotechnology,A.V.V.M Sri Pushpam College ,Thanjavur</li> <li>• <b>26.03.19 to 30.03.19:</b> Workshop on mentorship - building a professional network &amp; gaining expertise resource persons were Sr.Amali pushpam,Dean of Technology,Bon secours college for women. Dr.R.Kalaivani, IQAC Coordinator of Bon Secours College for Women. Prof. T.Joseph Pandian, IQAC Advisor of Bon Secours College for Women</li> </ul>
Seminar was planned	<ul style="list-style-type: none"> <li>• <b>31.10.18:</b> Seminar on IPR Procedure and Policies” resource person Dr.G.Archunan, Dept..of.Animal Science, Bharathidasan University,Trichy</li> <li>• <b>13.11.2018</b> Seminar on Research Schemes and Grants for Research resource person was Dr.G.Archunan,Professor,Department of Animal</li> </ul>

<p>IQAC suggested the departments to offer certificate courses to promote Skill development and Entrepreneurship.</p>	<p>Science, Bharathidasan University, Trichy.</p> <ul style="list-style-type: none"> <li>• 39 Certificate courses were introduced for the academic year 2018-2019.</li> </ul>
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*S. Cecilia*

**Principal,  
Bon Secours College for Women,  
(NAAC Accredited with 'A' Grade)  
Vilar Bypass, Thanjavur - 613 006**