



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		KG COLLEGE OF ARTS AND SCIENCE
Name of the head of the Institution		Dr. J.Rathinamala
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04224419999
Mobile no.		9677431784
Registered Email		anuja.r@kcas.com
Alternate Email		iqac@kcas.com
Address		KGiSL Campus, Saravanampatti(post), Thudiyalur Road
City/Town		Coimbatore
State/UT		Tamil Nadu
Pincode		641035

<b>2. Institutional Status</b>	
Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Urban</b>
Financial Status	<b>Self financed</b>
Name of the IQAC co-ordinator/Director	<b>Dr.S.Vidhya</b>
Phone no/Alternate Phone no.	<b>04224419999</b>
Mobile no.	<b>9092923261</b>
Registered Email	<b>vidhya.s@kpcas.com</b>
Alternate Email	<b>iqac@kpcas.com</b>

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="https://www.kpcas.com/docs/aqar/AQAR_2018.pdf">https://www.kpcas.com/docs/aqar/AQAR_2018.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://www.kpcas.com/docs/Academic%20Calendar%20-%202019-2020.pdf">https://www.kpcas.com/docs/Academic%20Calendar%20-%202019-2020.pdf</a>

**5. Accrediation Details**

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
<b>1</b>	<b>B++</b>	<b>2.78</b>	<b>2016</b>	<b>16-Sep-2016</b>	<b>15-Sep-2021</b>

<b>6. Date of Establishment of IQAC</b>	<b>10-Aug-2016</b>
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**7. Internal Quality Assurance System**

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
<b>Faculty Development</b>	<b>24-Jun-2019</b>	<b>120</b>

Programme on Revised Assessment and Accreditation Framework of NAAC	2	
Faculty Development Programme on on Procedures and Good Practices for Question paper setting	23-Aug-2019 1	115
Faculty Development Programme on Preparation for disruption education	23-Apr-2020 1	118
Training Programme on ISO standards	05-Nov-2019 1	30
Faculty Development Programme on Outcome Based Education	05-May-2020 7	120
Faculty Development Programme on Preparation of Question Bank based on Bloom Taxonomy	13-May-2020 1	118
Workshop on ICT tools used for Screen capturing	13-May-2020 1	118
Orientation Programme on Standard Operating Procedures for Online Course delivery	13-May-2020 1	118
Research Webinar on Art of Writing Research Article	29-May-2020 1	120
Internal Quality Audit	25-Nov-2019 1	123
No Files Uploaded !!!		

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
M.Sc. Software systems and Computer Science	Student Project Scheme : 2019 2020	Tamilnadu State Council for Science and Technology	2019 365	7500
B.Sc. Information Technology	Dissemination of Innovative Technology : 2019 - 2020	Tamilnadu State Council for Science and Technology	2020 03	50000
B.Sc. Information Technology	Assistance to Science and Technology Publication :	Tamilnadu State Council for Science and Technology	2020 30	20000

2019-2020

[View File](#)**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)**10. Number of IQAC meetings held during the year :**

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

Yes

If yes, mention the amount

0

Year

2021

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

1 Performance Improvement Plan for improving the academics. 2 Standard Operating Procedure for handling Online classes using Capability Maturity Model through Google classroom 3 Implementation of OBE i. Five day FDP on Outcome Based Education ii. FDP on Question Bank based on Blooms Taxonomy iii. Program Educational Objectives, Program Specific Outcomes, Programme Outcomes and Course Outcomes were defined. iv. Evaluation of the students performance based on Blooms Taxonomy. 4 Continuous Internal Assessment (Online ) during the academic year 202021 through Moodle platform. 5 External Academic Audit

[View File](#)**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
Central Valuation for the internal examination papers as conducted by Bharathiar University for end semester examination	Central Valuation by appointing chief examiners and reshuffling the papers by correcting it in three days and publishing results in fourth day.
Institution established NPTEL Swayam Local chapter on 24/12/2019	12 teachers and 84 students have successfully completed their NPTEL course and received their certificates

	during the period of January - April 2020 .
Financial literacy course	Forty six students got certificates in completing the course on Financial literacy provided by Reliance Commercial Finance
AWS Inventor & Cloud Computing 101 courses	352 students received digital badge for the successful completion of AWS Inventor & Cloud Computing 101 courses
Salesforce course	52 students have completed the course on Administrative Essentials given by Salesforce
ICT Academy in association with the Industry partners AWS, Salesforce, Cisco, Mathworks, VMWare, Automation Anywhere and the Hindu group	263 students have received certificate from New India Learnathon 2020 conducted by ICT Academy
TNSPC Group-IV	Coaching classes were conducted for the students to pass TNPSC Group-IV examination during the month of August 2019
NIRF and ARRIA ranking	In ARRIA our Institution is recognised as 'Band B' Institution (Rank between 26 - 50) in the category of Private or Self Financed College.
Website Designing	The newer version of the college website became functional in the academic year 2019
Administrative Training Program on Google Apps	Staff Members got trained in google apps which is very useful in managing the data during pandemic.
<a href="#">View File</a>	

<b>14. Whether AQAR was placed before statutory body ?</b>	Yes
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Name of Statutory Body	Meeting Date
College Committee	25-Mar-2021

<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
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<b>16. Whether institutional data submitted to AISHE:</b>	Yes
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Year of Submission	2020
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Date of Submission	27-Feb-2020
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<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>eCampus : eCampus is a complete Enterprise Resource Planning (ERP) solution which enables capturing, reporting and creating all details that is involved in the day to day operations of our institution. All features of eCampus are designed with a motive to inculcate effective communication between staffs, students and parents. eCampus minimizes manual efforts up to 70 percentage and reduces paper works through automation. The main operations involved in college management like admission, library management, transport management, hostel management, and attendance of students can be managed and monitored through eCampus. The system provides a huge range of reports that helps in analyzing and also effective in decision making. The students can download the lesson notes through the eCampus. eCampus is accessible through our Desktop/Laptop/Mobile anytime and anywhere. webmail.kgcas.com :There is a common mail system for our institution. Information and files can be exchanged instantly among the faculty members. The information is shared in a more secured and authenticated way.</p> <p>Helpdesk: It is a powerful software used in the office management. Helpdesk is a computer software or web based package that manages and maintains lists of issues, as per the need of an organization. Ticket systems are commonly used in an organization to create, update, and resolve reported customer issues. Once when tickets are generated or updated, email will be delivered to appropriate user which contains task info.</p>

**Part B**

**CRITERION I – CURRICULAR ASPECTS**

**1.1 – Curriculum Planning and Implementation**

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

- While revision and upgradation of the syllabi is done at the University level, the college has a mechanism for effective, documented curriculum delivery.
- Academic calendar is prepared by IQAC and distributed to all the

departments before the commencement of the academic year. • The academic calendar is also placed on the department notice board for the students' reference. • The courses for the respective semesters are allotted to the faculty well in advance based on their experience and expertise in the subjects concerned. • Based on the academic calendar, the individual faculty member prepared macro plan and micro plan for their courses in the log book. • They also specify the planned Vs Actual hrs., References in the log book. Every week, the log book is verified and signed by the Head of the Department and Dean, Academics. • Lesson notes, study material, question bank is prepared by the subject faculty members and shared to the students through the e-campus portal. • Head of the department mentors the faculty and ensures the progress and completion of syllabi. • Assignment schedule and topic are prepared in advance. The assignment topics are assigned to the students through e-campus. The students are submitting their online assignment within a stipulated time frame. • The Continuous Internal Assessment and Model examinations are conducted on the dates mentioned in the annual calendar. • The question is prepared and uploaded by the subject handling faculty members on e-campus. For each Internal assessment and Model examination the questions are generated from the question bank by the exam cell. • Central valuation method is followed for the internal assessment. • The assignment schedule, assignment topics, Internal assessment schedule, hall plan, internal question paper, result analysis are documented and maintained by the departments. • Besides traditional lectures and seminars, infrastructure for the use of ICT in classrooms, like power point presentations to make the delivery of the curriculum enabling and interesting for the students are provided.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Business English Certificate	Nil	06/06/2019	7	Employability and Entrepreneurship	Communication Skill
Employability Skill Training by Reliance Commercial Finance. Certificate Course in Financial Literacy	Nil	11/07/2019	33	Employability	skill training
Digital Badge - AWS Inventor Cloud Computing 101	Nil	15/10/2019	1	Employability	Technical skills
Administrative Essentials (Salesforce ADX-201)	Nil	29/10/2019	6	Employability and Entrepreneurship	Business Analysis Skills
New India Learnathon	Nil	03/05/2019	30	Employability	Technical skills

2020					
Revive the skills in English	Nil	29/04/2019	30	Employability and Entrepreneurship	Communication skills
Income tax law and practice	Nil	29/04/2019	30	Entrepreneurship	Tax preparation skill
Entrepreneurship and Startup Development Programme	Nil	29/04/2019	30	Entrepreneurship	Leadership and Management Skills
Problem solving through C Programming	Nil	29/04/2019	30	Employability	Problem solving skill
Data Base Management System	Nil	29/04/2019	30	Employability	Technical skill
Linux Operating System	Nil	29/04/2019	30	Employability	Program Development skill

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Biotechnology	30/05/2019
<a href="#">View File</a>		

### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	Biotechnology	30/05/2019

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

	Certificate	Diploma Course
Number of Students	1355	Nil

## 1.3 – Curriculum Enrichment

### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Adobe Illustrator	24/06/2019	568
Android	24/06/2019	25
Arduino	24/06/2019	49
Art of Electronics	24/06/2019	58
C using Cloud coder	24/06/2019	114
Content Writing	24/06/2019	95



HTML	24/06/2019	621
Linux	24/06/2019	27
National Stock Exchange - Capital Marketing	24/06/2019	413
Oracle	24/06/2019	685
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### 1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Computer Applications	5
BCom	Professional Accounting	17
BBA	Nil	31
BBA	Computer Applications	42
MCom	International Business	24
<a href="#">View File</a>		

## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>Students : Students can record their feedback through online portal ecampus. Every semester feedback is collected for individual subject handling faculty members. Based on the feedback , the faculty member are given six different grades such as Below average, Average, Satisfactory, Good, Very Good and Excellent. The reports can be viewed by Faculty members, Head of the Department and Principal and significant actions are taken. Feedback is also collected during class committee meeting every month conducted by the Head of the Department. The feedback given by the students are recorded in the class committee meeting minutes and necessary actions are taken. Teachers : This form is intended to collect information relating to faculty members satisfaction towards the curriculum, teaching, learning, evaluation and infrastructure. The information provided by the faculty members will be kept confidential and will be used as important feedback for quality improvement of the programme of studies and the institution. Faculty feedback forms are distributed and collected through online. Alumni :Alumni feedback is valuable for us as it provides inputs regarding improvement in facilities. Alumni feedback is collected during alumni meet and graduation day. The alumni meet "REWIND" is conducted on January 26 every year. We appeal our alumni to provide their sincere feedback to us through prescribed forms during alumni meets on the infrastructure, library and teaching faculty of the college. Based on the comments of the alumni, the analysis is carried out and forwarded to the Management. Parents :We collect feedback from parents during Parents Teachers</p>

Meet. The feedback analysis process has put an increasing emphasis on the need for involvement of parents in the quality assurance of excellent education. The parent's feedback form focuses on the following issues. 1. Environment 2. Infrastructure 3. Faculty 4. Fee structure 5. Quality of support material 6. Training Campus Placement 7. Library

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Information Technology	120	123	116
BSc	Computer Science	180	185	179
BCA	Nil	180	188	171
BCom	Professional Accounting	120	148	120
BCom	Information Technology	60	65	60
BCom	Computer Applications	120	138	120
BCom	Nil	120	133	120
BBA	Computer Applications	60	63	58
BBA	Nil	60	65	60
BA	English	60	57	54

[View File](#)

### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	3651	210	103	18	12

### 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
133	133	3	19	Nil	6

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

One mentor is assigned for every 30 students. The student's profile is maintained by the mentor in hard copy and it is updated in an online portal e campus. Mentoring is done by the faculties and regular counseling is given to meet the students' academic, psycho social and personal needs. The Class Mentors are incharge of maintaining records, regarding attendance, Continuous Internal Assessment (CIA) marks. Day to day attendance are sent to registered mobile number of the parents through sms. Internal assessment marks and University marks are intimated to parents. Mentors are concerned with their wards and they are carefully watching their wards and their academic performance. For the slow learners, irregular students their parents are informed about their wards. The parents are asked to come and meet the Principal and interact with the mentors to discuss about their ward's development. Students are given proper guidance by their respective mentors and opportunities are provided to enhance their skills. Slow learners and their requirements are identified by the mentors and discussed with the head of the department. The head of the department arranges for special coaching classes and bridge courses for the slow learners to improve their academic performance. Regular counseling is given to them for their improvement in all means.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3861	133	1 : 29

**2.4 – Teacher Profile and Quality**

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
133	95	38	38	25

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2020	Dr.K.G.Senthil Kumar	Dean	Institutions Innovation Council Innovation Ambassador
2020	Dr.P.Ajitha	Dean	Institutions Innovation Council Innovation Ambassador
2020	Dr.S.Vidhya	IQAC / CIQA coordinator	Institutions Innovation Council Innovation Ambassador
2020	Ms.V.Sathyavathy	Assistant Professor	Institutions Innovation Council Innovation Ambassador
2020	Dr.M.Suganya	Assistant Professor	Sathanaitamilazhatchi Award
2020	Mr.S.Karthikeyan	Assistant Professor	Institutional Ambassador
2020	Mr. N. Nandakumar	Assistant Professor	Best Research Award

2020	Dr.S.Vidhya	IQAC / CIQA coordinator	Coordinator for Cloud literacy programme
2020	Dr.S.Vidhya	IQAC / CIQA coordinator	Letter of appreciation for SPOC
<a href="#">View File</a>			

## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	21F	I / I	22/11/2019	13/01/2020
BA	21F	III/ II	25/11/2019	13/01/2020
BA	21F	V/ III	30/11/2019	13/01/2020
BBA	25F	I / I	20/11/2019	13/01/2020
BBA	25F	III/ II	26/11/2019	13/01/2020
BBA	25F	V/ III	02/12/2019	13/01/2020
BCom	2AA	I / I	02/12/2019	13/01/2020
BCom	2AA	III/ II	03/12/2019	13/01/2020
BCom	2AA	V/ III	02/12/2019	13/01/2020
BCA	22J	I / I	22/11/2019	13/01/2020
<a href="#">View File</a>				

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

As an affiliated institution of Bharathiar University, evaluation norms of the University are followed. The university has adopted major reform in evaluation by introducing Credit based grading system from the academic year 2008 2009 and the institute has adopted the same. The college has adopted a method of Central valuation for Continuous Internal Assessment. The test papers are submitted to the exam cell by the individual department. Hall allotment, Chief examiners list and valuation schedule are prepared by the IQAC. Deans and Head of the departments are appointed as Chief Examiners. The test papers evaluated by the faculty members are verified by the Chief examiners. The corrected papers are hand over to the concerned department by the exam cell. The corrected answer papers of the students are distributed to them for the verification by the students and any grievance is redressed immediately. The marks obtained by the students in internal assessment tests are uploaded in the online portal e-campus. The students and parents can view the marks.

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

The institute adheres to the Academic Calendar prepared according to the calendar provided by Bharathiar University. Academic calendar had been prepared well in advance before commencement of the academic session. The academic calendar is uploaded on the institute website and also shares with the head of the departments and displayed on department notice board. The academic calendar consists of the following examination related schedules • CIA - I • CIA - II

•Assignment - I • Assignment - II • Model examination • Lab test - I • Lab test- II • Model Practicals • Tentative university practical examination schedule

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://www.kgcas.com/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
26J	BSc	Information Technology	97	96	99
22K	BSc	Computer Science	160	156	98
22A	BSc	Mathematics	105	105	100
2AK	BCom	Professional Accounting	98	98	100
2AC	BCom	Computer Applications	100	100	100
25G	BBA	Computer Applications	42	42	100
25F	BBA	Nil	33	33	100
21F	BA	English	40	40	100
2AA	BCom	Nil	112	111	99
2AJ	BCom	Information Technology	57	57	100

[View File](#)

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://www.kgcas.com/igac>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	365	Tamilnadu State Council for Science and	0.07	0.07

		Technology		
Nil	365	Tamilnadu State Council for Science and Technology	0.5	0.5
Nil	365	Tamilnadu State Council for Science and Technology	0.2	0.2
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### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Intellectual Property Rights talk series	Institutions Innovation Council	26/09/2019
One day Workshop on Entrepreneurship and Innovation as Career Opportunity	Institutions Innovation Council	24/09/2019
Expert Lecture and Students Presentation on Social Innovation and Entrepreneurship	Institutions Innovation Council	24/12/2019
1st International Conference on Multidisciplinary Academic Research and Global Innovations	Commerce, Management and Science Departments	14/02/2020
Power seminar	IQAC	20/07/2019
One Day Ideation Boot camp	Institutions Innovation Council	12/09/2019
Workshop on Digital marketing	B.Com. CA	25/09/2019
Workshop on 3D Printing Technology	Computer Science	15/02/2020
Research Webinar on Art of Writing Research Article	Research cell	29/05/2020
Preparation for disruption education: 3-i's for post pandemic era	Research Cell	23/04/2020
Start Up Webinar on Value Added Business	Institutions Innovation Council	20/11/2020
Entrepreneurial Cognizance	Institutions Innovation Council	06/11/2020
Womens Entrepreneurship Day	Institutions Innovation Council	03/12/2020

Two Day National Workshop on Intellectual Property Rights	Institutions Innovation Council	30/12/2020
Orientation Session on National Education Policy (with a focus on Innovation and Entrepreneurship)	Institutions Innovation Council	07/09/2020
Pitching Workshop AMP Linkage of Innovators with innovation Ambassadors	Institutions Innovation Council	16/12/2020
Session on Problem Solving and ideation Workshop	Institutions Innovation Council	11/12/2020
My Story - Motivational Session by Successful Entrepreneur / Start Up Founder	Institutions Innovation Council	04/09/2020
My Story - Motivational Session by Successful Innovators	Institutions Innovation Council	17/11/2020
Workshop on Entrepreneurship and innovation on career opportunity	Institutions Innovation Council	12/11/2020
IIC Council Formation or upgradation(or existing Council) at institute level	Institutions Innovation Council	14/10/2020
Semester Break : Internship at startup	Institutions Innovation Council	01/10/2020
Call for paper writing and research report on Innovation or Session on How to write case study/ report on innovation happening at the campus and publish the case studies in the Institute webpage	Institutions Innovation Council	03/10/2020
Session on identifying Intellectual Property component at the early stage of Innovation	Institutions Innovation Council	16/12/2020
Workshop on Entrepreneurship Development Phases	Institutions Innovation Council	21/08/2020
Workshop on Design Thinking, Critical thinking and Innovation Design	Institutions Innovation Council	29/12/2020

IIC Council Meeting- Review of Q1 progress and Planning for Q2.	Institutions Innovation Council	30/12/2020
Visualize, Interact and Manipulate in VR	Institutions Innovation Council	29/07/2020
IPR - Workshop	Institutions Innovation Council	03/12/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Best paper award	Indhu.S.N and Hirini.V of Biotechnology department	SNS College of Technology	07/02/2020	Research
Band B institution in the category of Private or Self Financing Institution	KG College of Arts and Science	Ministry of Human Resource and Development	18/08/2020	Innovation
5 Star Rating	KG College of Arts and Science	Institutions Innovation Council - Ministry of Human Resource and Development	16/10/2020	Innovation
Best Innovation Award	Sriram.S, B.Com. PA department	Saveetha School of Engineering	31/01/2020	Innovation
Best Innovation Award	Sriram.S and Darshini.R, B.Com. PA department	Government Arts College, Coimbatore	23/09/2019	Innovation

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start- up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil

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## 3.3 – Research Publications and Awards

### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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



Type	Department	Number of Publication	Average Impact Factor (if any)
International	Tamil	1	Nil
International	English	19	Nil
International	Management Studies	2	Nil
International	B.Com.	2	Nil
International	B.Com. CA	2	Nil
International	B.Com. IT	3	Nil
International	B.Com. PA	4	Nil
International	Mathematics	6	Nil
International	Computer Science	7	Nil
International	Information Technology	4	Nil
<a href="#">View File</a>			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
BCA	8
B.Sc. Information Technology	2
B.Sc. Computer Science	3
B.Com Professional Accounting	2
B.Com Computer Applications	3
B.A. English Literature	2
B.Sc. Biotechnology	1
B.Sc. Electronics and Communication Systems	4
B.Sc. Information Technology	1
M.Com. IB	2
<a href="#">View File</a>	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Online Shopping Attitude among the Youth: A Study on Alagappa University Students	Muthupriya A	Shanlax International Journal of Management	2019	3	KG College of Arts and Science	3

in Karaikudi, Sivaganga District					
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### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2020	Nil	Nil	0
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### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	4	39	40	95
Presented papers	2	7	Nil	Nil
Resource persons	Nil	Nil	9	Nil
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## 3.4 – Extension Activities

### 3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Extended a helping hand to the children at Dawn trust, Vadugapalayam, Annur	ECS department, KGCAS	1	60
Awareness on Covid-19 on Annur High School	Computer Science department, KGCAS	2	180
Webinar on COVID-19 Awareness	NSS Unit, KG College of Arts and Science	2	100
Workshop on Swachh Bharat activities	NSS Unit, KG College of Arts and Science	10	120
Special Camp at Keeranatham village	NSS Unit, KG College of Arts and Science	5	145
Blood donation camp	KG Hospital	15	125
Special Camp at	NSS Unit, KG	20	150

Kattampatti Village	College of Arts and Sicnece		
World Literacy Day (Rally)	NSS Unit, KG College of Arts and Sicnece	7	200
Tree plantation	Bharathiar University	2	150
Blood donation camp	KG Hospital	20	175
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
<b>No Data Entered/Not Applicable !!!</b>			
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swaach Bharat	NSS, KG College of Arts and Science	Cleaning work at Keeranatham Village	2	92
Swaach Bharat	NSS, KG College of Arts and Science	Cleaning work at Keeranatham Village	2	25
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### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Project	Technical skill development	KG Information System Private Limited, KGiSL	15/07/2019	31/01/2020	278

		Campus, Thudiyalur Road, Sarava nampatti, Coimbatore 641 035, India.			
Project	Networking skill development	KGiSL IMS Global Academy, KGiSL Campus, Thudiyalur Road, Sarava nampatti, Coimbatore 641 035, India.	15/07/2019	31/01/2020	199
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
ICT Academy	11/07/2019	Certification Courses, Seminars, Faculty Development Programmes, Industry Interaction Programmes	1185
Red Hat	25/02/2019	Value Added Programmes	608
Tamilnadu Agricultural University	08/04/2019	Field visit, Guest lecture	354
SASA Publications	28/09/2019	Publications	6
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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
11	10.19

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

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## 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
E-campus - Library Management Systems	Fully	3.0	2010

### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	11198	1497696	98	44136	11296
Reference Books	1538	31548	24	14211	1562	45759
Journals	32	21300	19	10670	51	31970
CD & Video	1304	Nil	15	Nil	1319	Nil
Digital Database	1	5800	Nil	Nil	1	5800

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr.S.Vidhya	Introduction to Data Structures	Google slides	15/06/2020
Ms.A.Nagarathinam	Principles of Accountancy - Book Keeping	Google slides	15/06/2020
Ms.D.Mythili	Forms of Business Organisation	Google slides	15/06/2020
Dr.N.Nanadhakumar	Remote sensing system and its components	Google slide	15/06/2020
Ms.P.Lavanya	RISC and CISC Processor	Screencastify	15/06/2020
Ms.M.Usha	Database Concepts	Screencastify	15/06/2020
Mr.P.Sureshkumar	Decision making and branching	Google slide	21/12/2020
Dr.D.Shalini	Structure of DNA	Google slide	21/12/2020

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## 4.3 – IT Infrastructure

#### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	665	580	0	6	0	14	17	0	0
Added	5	10	0	0	0	6	37	0	0
Total	670	590	0	6	0	20	54	0	0

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

100 MBPS/ GBPS

#### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Logitech C525 ( Webcam with stand) CPU: HP 3330 MT LCD : Epson Speaker :Creative A35	<a href="http://www.kgcas.com">http://www.kgcas.com</a>

### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
53	52.4	175	185.35

#### 4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by raising tickets (the system followed in our KGiSL group) to the facilities department. Laboratory 1. Stock register is maintained in the departments for the incoming and outgoing of systems, equipment and chemicals. The request for new requirements, if any, are received from departments for making new purchase before the commencement of every semester. 2. Record of maintenance is maintained by lab technicians and supervised by HODs of the concerned departments. Other measures to maintain laboratories are as follows: • The calibration, repairing and maintenance of sophisticated lab equipment are done by the technicians. • Computer maintenance through AMC is done regularly and nonrepairable systems are disposed off. • The microscopes used for biological experiments by biotechnology department is annually cleaned and maintained by the department and record of maintenance is maintained by lab technicians and supervised by HODs. • There is systematic disposal of waste of all types such as biodegradable chemical/chemical and e-waste. Library The books and research journal requirements are received from the Heads of concerned departments and the finalized list duly signed by the Principal is sent to the Management trustee for approval. • Students are motivated to register themselves to resource facility available in library. • To ensure prompt return of books, 'no dues' from the library is mandatory for students before appearing in exam. • The proper account of visitors (students and staff) on daily basis is maintained. • Other issues such as clearing of old titles, schedule of

issue/return of books etc. are chalked out / resolved by the library committee. Sports: The department of physical education functions in a separate room. The college has a large ground which has a separate court for Cricket, Kabbadi, Volley ball, Basket ball, Kho Kho and other sports activities. The physical education department is facilitated by the physical directors to educate the students. Classrooms Maintenance and upkeep of infrastructure is done by the facilities department of our KGiSL group. At the departmental level, HoDs submit their furniture requirements to the Principal and the same is sent to Management Trustee for approval. The college development fund is utilized for maintenance and minor repair of furniture and other electrical equipment. •With the help of the sophisticated facilities department members cleanliness of class rooms is maintained. They are well equipped with modern tools of cleaning such as mops, gloves and vacuum cleaner. • A complaint register is maintained in the office in which students as well as faculty can register their problems which are resolved within a set timeframe. • Students are well informed regarding cleanliness and motivated for energy conservation by careful use of electricity in classrooms. • There are technicians, masons, plumbers, carpenters deputed by management who ensure the maintenance of classrooms and related infrastructure.

<http://www.kgcas.com>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Institutional Scholarship	97	1191750
Financial Support from Other Sources			
a) National	Postmatric scholarship	32	210700
b) International	Nil	Nil	Nil

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#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Remedial	03/11/2020	218	KGCAS Faculty Members
Remedial	04/11/2019	249	KGCAS Faculty Members
Personal Counselling and Mentoring	17/06/2020	4120	KGCAS Faculty Members
Personal Counselling and Mentoring	10/06/2019	3861	KGCAS Faculty Members
Soft skill development	23/06/2020	4120	Soft Skill Academy
Soft skill	17/06/2019	3861	Soft Skill

development			Academy
Bridge course	13/07/2019	788	KGCAS
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	TNPSC Coaching	228	1156	Nil	596
2019	Career Guidance	Nil	300	Nil	Nil
2019	Soft skill	Nil	Nil	Nil	823
2020	Life After Graduation	Nil	125	Nil	Nil
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Capegemini	291	26	Delloite	237	3
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	1	BA English Literature	English	PSG College of Arts and Science	MA English Literature
2019	1	B.A. English Literature	English	R.V.S College of Education.	B.Ed.
2019	1	B.A. English Literature	English	Sri Krishna Arts and Science	M.A English Literature



				College	
2019	1	B.A. English Literature	English	Dr. N.G.P. Arts and Science College	M.A English Literature
2019	1	B.A. English Literature	English	Bharathiar University	M.A English Literature
2019	1	B.A. English Literature	English	P.P.G. College of Education	B.Ed.
2019	1	B.A. English Literature	English	Government Arts College - [GAC] Ooty	M.A. English
2019	2	B.B.A	Management	Sri Ramakrishna Engineering College	M.B.A
2019	1	B.B.A	Management	Sankara Institute of Management Studies	M.B.A
2019	1	B.B.A	Management	Maruthi College of Physical Education	B.PED

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

Items	Number of students selected/ qualifying
<b>No Data Entered/Not Applicable !!!</b>	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Kho-Kho tournament	University	540
Chess (M)	Institution	52
Volley Ball (M)	Institution	60
Hockey (M)	Institution	60
Basket Ball (M)	Institution	48
Cricket (M)	Institution	60
Kabadi(M)	Institution	48
Hand Ball	Institution	48
Foot Ball (M)	Institution	72
Kho-Kho (M)	Institution	48

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### 5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	IMGKA Asian Karate Championship	International	1	Nil	Nil	Harihara n.V.S
2019	Ecomark 20	National	1	Nil	Nil	Mafra. A
2019	Techclave'20	National	1	Nil	Nil	Badhra.P
2019	III Prize in 5th Open National Karate Championship 2019(above 18 yrs)	National	1	Nil	Nil	Harihara n.V.S
2019	II Prize in 5th Open National Karate Championship 2019(below 20 yrs)	National	1	Nil	Nil	PerumalP illai.T
2019	III Prize in State level Karate open Championship 2019(below 20 yrs)	National	1	Nil	Nil	Harihara n.V.S
2019	I Place IPL Auction	National	Nil	1	Nil	Abhilash P S
2019	I Place IPL Auction	National	Nil	1	Nil	Shyam Victor G
2019	I Place IPL Auction	National	Nil	1	Nil	Ashwin S
Nil	II Prize	National	Nil	1	Nil	Bhuvaneshvari.D

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

Students are encouraged to take participation in various endeavors of the college. KGCAS have provided students with various opportunities to design their fruitful college life. Some of those important opportunities are: 1. Class Committee Meeting: Students of five from every batch of each UG amp PG program can be selected as representatives for their class and they have got the opportunity to give their clear feedback on their subjects as well as about teachers in the Class committee meeting examined by Deans, Head of the Department on every month. This participation of students results in the betterment of their education. 2. NSS Activities: Students are encouraged and supported to take part actively in NSS Activities conducted by the college. Active participation of students was witnessed in various NSS Events like Workshop on Swachh Bharat, Webinar on COVID-19 Awareness, CMIA Test for checking up COVID-19, Blood Donation Camp, etc. which helped them to build themselves as efficient social workers. 3. Day Celebration: Students have organised, coordinated and successfully conducted Day Celebrations like Birthdays of Mahatma Gandhiji, Mahakavi Bharathiyar, Agriculture Day, e-governance Day etc., This activity of managing Day celebration on their own have grown their quality of leadership. 4. Outreach Programs: Outreach Programs have educated the students to help the abandoned children and Senior citizens by providing necessary provisions and funds for their furtherance. This kind gesture creates students to become humanitarian. 5. Intercollegiate Event: Students of KGCAS have took full-fledged responsibilities to conduct the Intercollegiate Event "KG FIESTA - KGF". Many students have taken multiple roles in various committees like Registration committee, Organising Committee, Hospitality, Discipline committee and made the event a grand and successful debut. 6. Association Activity: In associations of KGCAS in all the departments, students were made as Secretary and Joint Secretary to accomplish all the association activities and to accompany Head of the department, faculty members to establish Conferences, Workshops, Seminars, Day celebrations etc., 7. Discipline Committee: Senior Students (III UG amp II PG) were formed as a group of discipline committee members of students and shared their advices to avoid misbehaviours and ill practices among pupils.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

The following guest lecture were given by Alumni 1. Mr.M.Dinesh Paranthagan, CEO Founder, Hackup Technology, Coimbatore, an alumni of computer science department gave the guest lecture on 04.09.2019 titled "How to become a successful technopreneur?". 2. Ms.Hemalatha, Subject matter Expertise, DTT DATA, Coimbatore, an alumni of information technology department gave the guest lecture on 26.08.2019 titled "How to behave in IT Industry?". 3. Mr.S.Sudharsan and Ms.R.Roshan Shafeeqa, Software Analyst, Capgemini, Chennai, an alumni of computer application department gave the guest lecture on 03.09.2019 titled

"Recent Trends in IT Field". 4. Mr. Ajay Henry, Software Engineer, TCS, Chennai, an alumni of computer application department gave the guest lecture on 05.02.2019 titled "Current Technologies in IT Industry". 5. Mr. N. Praveen Raj, Senior Software Engineer, Cape Gemini Pvt. Ltd, Bangalore. an alumni of computer science department gave the guest lecture on 09.01.2020 titled "IT Opportunities for fresher". 6. Ms. Dharshini Haripriya, Articled Assistant, an alumni of commerce with computer applications department gave the guest lecture on 27.02.2020 titled "Skill development or assessment". 7. Ms. S. Shymala, Senior Accountant, an alumni of commerce gave the guest lecture on 30.01.2020 titled "Mind Power". 8. Mr. Bhargava Sreevasthan, Senior Executive, an alumni of commerce department gave the guest lecture on 12.01.2020 titled "Career Opportunities". 9. Ms. J. Abarnashree, LD Co-Ordinator, Bangalore, an alumni of English Department gave the guest lecture on 13.08.2020 titled "Challenges in Facing interviews". 10. Ms. Sasireka Vezhavendhon, Analyst, Verizon, Chennai, an alumni of information technology department gave the guest lecture on 13.08.2020 titled "Challenges in Facing interviews". 11. Ms. Navathachayani, Digital Entrepreneur, Supremacy Networks, an alumni of commerce with professional accounting department gave the guest lecture on 21.08.2020 titled "Digital World and Opportunities". 12. Ms. N. Abirami, an alumni of commerce department gave the guest lecture on 21.08.2020 titled "What's Next?". 13. Ms. R. Gayathri, Developer, Wipro Technologies. Coimbatore, an alumni of computer science department gave the guest lecture on 26.08.2020 titled "Targeted Promotion on Social Media and Progressive Web Application". 14. Ms. N. Madhubala, Oracle DBA, Rempar Solutions, Dubai, an alumni of computer application department gave the guest lecture on 24.08.2020 titled "Where do you see yourself in 5 years?". 15. Mr. R. Karthik Raj, Software Engineer, Pinnacle Seven Technologies, Coimbatore, an alumni of software systems department gave the guest lecture on 28.08.2020 titled "Introduction to Python and Data Science". 16. Ms. K. V. Vijila, Business Presentation Specialist, McKinsey Global Services, Trivandrum an alumni of electronics and communication system department gave the guest lecture on 09.04.2020 titled "Speech Recognition NLP"

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The institute promotes the culture of decentralization and participative management to ensure transparency and also maintains confidentiality if required. The Principal, Vice-Principal and Deans share academic leadership and administrative responsibilities. The college administration is further decentralized through the heads of the departments, faculty members, Committee members and office staff etc. and the role of each one is pre decided. Under the supervision of the Principal, Heads and various committee members prepare plans for organizing curricular, co-curricular and extracurricular activities through the academic calendar. While preparing the plan and its implementation the views of stakeholders are considered. Our institute has established an IQAC which plays a vital role in academic activities. The IQAC plans the policy formulation and its implementation with the support from faculty members and non-teaching staff. Institute has constituted 40 different committees to carry out different curricular, co-curricular and extracurricular activities. The management encourages and supports involvement of all the members for improvement of all activities carried out in the college, through interactive sessions with teaching and administrative members. It encourages the members to utilize their services in the improvement and effective functioning of the institution.

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

Yes

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	<p>Admission committee has been formed to scrutinize the process of admission. The prospectus and application form are uploaded in the College website. Entire admission process is carried out through the ecampus portal. A dedicated admission committee is available which helps students and parents throughout admission process. Online payment facility is available for the students.</p>
Industry Interaction / Collaboration	<p>Industrial experts are invited to give guest lecture. The individual departments invite their alumni to share their industry experience with the students. Industrial mentors are allotted for the science students for their final year projects. Students are motivated to participated Hackathons, Product development competitions.</p> <p>Through ICT Academy many online certification programmes are organised for the students.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>A spacious central library, accommodating 100 users, is stocked with 12858 books, 45 journals and 53 magazines, and digital resources. Ejournal and ebooks are available to students and faculty remotely through the N - LIST programme of INFLIBNET.</p> <p>Library is automated using ecampus software. OPAC provides easy access to the database of books, journals and eresources through various fields like Title, Keywords, Subject, Author, ISBN, etc. Library is equipped with wifi, barcode reader, printer, scanner and copier machine. The institution has 10 computer laboratories with contemporary equipment to enable the students to get hands- on experience in the latest technology and also it has Laboratories for Biotechnology and Electronics Other infrastructure facilities Separate room for NSS Wi-Fi facility on entire campus Lift for differently abled students RFID reading for faculty Server rooms and power house Faculty Rooms with computers and printer</p>
Examination and Evaluation	<p>An academic calendar is prepared in</p>

the beginning of each Academic Year by incorporating dates of internal assessments and assignments. The same would be circulated to all the departments and put it on the department notice board. Internal examinations are conducted as per the schedule in the academic calendar. The faculty members prepare and upload the question bank to the online portal ecampus. During question paper settings, the questions are selected randomly from the question bank. Transparency is maintained in internal assessment of students through taking into account internal examinations and assignment in awarding internal marks. Central valuation method is followed for the internal assessment. During pandemic period, online internal examination is conducted through Moodle platform.

Curriculum Development

Curriculum Development as we are the affiliated college under Bharathiar University, we are following the curriculum prescribed by the university. In order to ensure effective delivery of the curriculum, the faculty members prepare the log book, lesson plan and course material for the subjects thought by them. The classes are observed by the HoD and Academic deans. Our college offers a wide variety of Value Added Courses with the primary objective of improving the employability skills of students. Capability Maturity Model is followed for effective curriculum delivery and assessment.

Teaching and Learning

Teaching and Learning The faculty members are encouraged to acquire additional qualifications and impart NPTEL certification programmes to improve their skills. They are encouraged to attend workshops, faculty development programmes and conferences to acquire knowledge. Continuous monitoring of the class handling by the heads of the department and higher officials to ensure the quality teaching is imparted to the students. Capability Maturity model is followed for effective curriculum delivery and assessment.

Research and Development

Research meetings are organised frequently to discuss about the proposals and publications. The

institute encourages faculty members to participate workshops / seminars related to research. The faculty members are encouraged to write articles for publication in journals and to present papers in national and international conferences. Research cell is formed for review of papers before submission for publications in Conferences and journals. The research cell constantly motivates the faculty members and students to prepare and submit the research proposals to various funding agencies such as DST, BIRAC, TNSCST etc. The faculty members are actively guiding the scholars to do various research projects. Review meetings are conducted periodically to the scholars. The scholars are instructed to publish their work in a reputed journals.

Human Resource Management

The institution is persuaded that an individuals general well-being contributes to the institutions long-term sustainability. In line with this stance, the institution has introduced a variety of welfare services that aim to sustain employee productivity and encouragement while also aiding in staff retention. The following are the welfare measures for both teaching and non-teaching staff members.

Employees Provident Fund: Management pays a sum equivalent to the employees contribution to the Employees Provident Fund. Group Insurance: Employees are covered by a group accident policy.

Gratuity: After four years of continuous service, all employees are entitled for a gratuity. Special Increments: o Faculty Members who complete their Ph.D. Degree while in service shall be entitled to Rs.5,000/- special increment. o Faculty Members who acquire SET / NET recognized by the relevant Statutory Body / Council, while in service, shall be entitled to Rs.500/- special increment

Transport Facility: Teaching and non-teaching staff have access to discounted transportation. Medical Camps: o Covid-19 Antibody Test - at discounted rate for both teaching and non-teaching faculty o Career Development: o Seed Money - Faculty members are given seed money to concentrate on research and development. o Financial Assistance: Faculty members who attend Conferences,

Workshops and Faculty Development Programmes are provided with financial assistance. o Incentives: Faculty members are given incentives for publishing articles in high-impact journals and for winning research grants

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

E-governance area	Details
<p>Planning and Development</p>	<p>Planning and Development The Vision and Mission Statement is uploaded on the institutional website. There is a common mail system for an institution. Information and files can be exchanged instantly among the faculty members. The information are shared in a more secured and authenticated way. Office automation by the powerful software Helpdesk. The main operations involved in college management like admission, library management, transport management, hostel management, and attendance of students can be managed and monitored by eCampus.</p>
<p>Administration</p>	<p>KGISL TalentX mobile app is used for managing employees attendance from their work place. Employee can make In punch entry before he/she starts his work shift and make Out entry at the end of his/her work for the shift . HR team will verify and validate the punch entries on daily basis. Punch entry data will be used for attendance and salary calculation. Employees can view their present/permanent address details. Datewise consolidated attendance report can be generated. Administration Ecampus : Campus is a complete Enterprise Resource Planning (ERP) solution which enables capturing, reporting and creating all details that is involved in the day to day operations of our institution. All features of eCampus are designed with a motive to inculcate effective communication between staffs, students and parents. eCampus minimizes manual efforts by more than 70 and reduces paper works through automation.The main operations involved in college management like admission, library management, transport management, hostel management, and attendance of students can be managed and monitored by eCampus. The system provides a huge range of reports that help in analyzing</p>



and effective decision making. The students can download the lesson notes through the e-campus. e-Campus can be reached on our Desktop/Laptop/Mobile anytime and anywhere. [webmail.kgcas.com](mailto:webmail.kgcas.com): There is a common mail system for an institution. Information and files can be exchanged instantly among the faculty members. The information are shared in a more secured and authenticated way. Helpdesk: It is a powerful software used in the office. Helpdesk is a computer software or web based package that manages and maintains lists of issues, as needed by an organization. Ticket systems are commonly used in an organization's to create, update, and resolve reported customer issues. Once tickets are generated or updated, email will be delivered to appropriate user which contains task info.

Student Admission and Support

Student Admission and Support Students can download online applications from the institution website. Students admission enquiry details are entered through online. Entire admission process is carried out through the e-campus portal. Students have e-campus login to view their profile, lesson notes, daily attendance, internal marks and mark sheet. Parents can also login to view their ward details. Every class of students have a separate whatsapp group for effective communications.

Finance and Accounts

Finance and Accounts Fully computerised office and accounts section. Students can pay their semester, examination and transport fees through online. Day to day transactions, faculty members salary, income and expenditures are handled through software.

Examination

The faculty members prepare and upload the question bank to the online portal e-campus. During question paper settings, the questions are selected randomly from the question bank. Central valuation method is followed for the internal assessment. During pandemic period, online internal examination is conducted through Moodle platform. In the e-campus separate module is available for examination. Internal marks are entered, internal marks report, internal exam comparison

report, result analysis for internal and university examinations are available.

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Mr. M. Arunprasad	Infosys - FDP	Nill	1000
2019	Mr. S.Boopalan	Infosys - FDP	Nill	1000
2019	Mr. T. S. Prabhu	Infosys - FDP	Nill	100
2019	Dr. S. Vidhya	FDP in PSGR Krishnammal College for Women	Nill	1500
2019	Mr. P. Kalaikannan	Cyber Security Workshop	Nill	2100

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	Nill	Online Administrative Training Program on Google Apps	10/06/2020	10/06/2020	15	10

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
National level online FDP on Effective usage	6	27/04/2020	02/05/2020	6

of ICT Tools for E-Content preparation				
Hands on training in R Language	5	13/05/2020	20/05/2020	8
Challenges in higher education during post covid - 19	4	18/05/2020	23/05/2020	6
Inclusive Indian Traditions for a Holistic Global Education	2	03/05/2020	09/05/2020	7
Online faculty development programme	1	13/05/2020	17/05/2020	4
Dhesiya alavilana aasiriyar thiran	1	18/05/2020	22/05/2020	5
Tamil ilakanam karpithal nutpangal	1	18/05/2020	24/05/2020	7
Indigenous knowledge systems and modern education	1	25/05/2020	29/05/2020	5
ARDUINO	1	08/06/2020	12/06/2020	5
Tamil mozhi karpithal mempatu nilai	1	19/06/2020	25/06/2020	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
38	Nil	4	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
EPF,ESI, Gratuity, Group Insurance, Casual Leaves, Medical Leaves, Financial Support for Faculty Development	ESI, Group Insurance, Casual Leaves, Medical Leaves, Medical Camp, Transport Facility	Group Insurance, Providing news paper, Bookbank, Merit Scholarship, Birdge course for Non-Maths

Programmes, Special Increments, Transport Facility, Medical Camp, On Duty, Credit facility, Staff club, Special lunch

students, Remedial class for Slow Learners

#### 6.4 – Financial Management and Resource Mobilization

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

The external financial audit is regularly conducted once in a year. The Internal audit is also conducted twice in a year.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
ICT Academy	20000	"Employability Skill Training in Financial Literacy" being the CSR initiative of Reliance Home Loan and Reliance Money.
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6.4.3 – Total corpus fund generated

0

#### 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	ISO	Yes	IQAC
Administrative	Yes	ISO	Yes	IQAC

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

Orientation program is conducted to all the parents of first year students to inform them clearly about the code conduct and role of students in the college Regular Parents' meetings are conducted to inform the activities of course and curriculum of college, helps them to know regular activities of their child. Feedbacks like complaints or suggestions regarding course or curriculum given by parents are reviewed and carried out for the betterment. Parents can contact HoD, Mentor regarding the performance of their children and also can meet Principal, HoD, and Mentor in college to enquire about the performance of their children. Mentor calls the Parents to inform about their children in case of long absence or disciplinary issues to change the conduct of the student.

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

Online Administrative Training Program on Google Apps

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

Usage of ICT in classroom teaching is increased Programme Outcomes, Programme Specific Outcomes and Course Outcomes are defined and Internal examinations questions are prepared based on Bloom's taxonomy Book bank was established in all the departments Number of qualified faculty members has increased

considerably.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Revised Assessment and Accreditation Framework of NAAC	24/06/2019	24/06/2019	25/06/2019	131
2019	Procedures and Good Practices for Question paper setting	23/08/2019	Nil	Nil	129
2019	ISO Training programme	05/10/2019	Nil	Nil	30
2020	FDP on Outcome Based Education	05/05/2020	05/05/2020	12/05/2020	132
2020	Question Bank based on Bloom Taxonomy	13/05/2020	Nil	Nil	131
2020	Standard Operating Procedures for Online Course delivery	13/05/2020	Nil	Nil	130
2020	Research Webinar On Art of Writing Research Article	29/05/2020	Nil	Nil	131
2020	NAAC revised frameworks	19/09/2020	Nil	Nil	95

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**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

## 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Guest Lecture on Fitness of Women	03/07/2019	03/07/2019	156	Nil
ICSSR sponsored two day seminar on Impact of Image, Role and Social Conditions of Women in Mass Media	14/06/2019	15/06/2019	156	Nil
Women's Healthy weight day	18/01/2020	18/01/2020	254	Nil
Guest Lecture on " Health Issues of Women"	29/01/2020	29/01/2020	256	Nil
National Womens Day	13/02/2020	13/02/2020	156	Nil
Working Womens day	26/02/2020	26/02/2020	156	Nil
Guest Lecture on Gender Ethics	30/10/2020	30/10/2020	100	Nil

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

Percentage of power requirement of the University met by the renewable energy sources

The Institution has facilities for alternate sources of energy and energy conservation measures 1. Solar energy 2. Wheeling to the Grid 3. Sensor-based energy conservation 4. Use of LED bulbs/ power efficient equipment Water conservation facilities available in the Institution: 1. Rain water harvesting 2. Borewell /Open well recharge 3.. Waste water recycling 4. Maintenance of water bodies and distribution system in the campus

### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	1
Ramp/Rails	Yes	1
Rest Rooms	Yes	1

### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to	Number of initiatives	Date	Duration	Name of initiative	Issues addressed	Number of participating
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	address locational advantages and disadvantages	taken to engage with and contribute to local community					students and staff
2019	1	1	13/09/2019	1	World Literacy Day (Rally)	The rally spread awareness about the importance of literacy for individuals, communities, and societies and the need for intensified efforts towards more literate societies .	200
2020	1	1	16/06/2020	1	Workshop on Swachh Bharat activities	To recognize the issues, challenges and constraints of Swachh Bharat Mission	200
2020	1	1	17/12/2020	1	Awareness on Covid-19 at Annuar High School	i. To increase awareness among students and individuals regarding COVID-19 ii. To make them aware of Dos and Donts during Pandemic	180

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

Title	Date of publication	Follow up(max 100 words)
Code of conduct on website	18/06/2019	The general instructions for the students is explained in the handbook. The same was also uploaded on college website.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Value Added Class (Odd Semester)	06/06/2019	17/10/2019	3651
Value Added Class (Even Semester)	05/12/2019	18/03/2020	3651
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

College campus have restricted the usage of plastic for everyone Rain Water Harvesting is implemented to save rain water to increase the underwater level. Solid, Liquid, Bio-medical, E-waste waste management is carried out effectively to maintain the campus hygienic and tidy. Waste recycling system is effected to recycle the hazardous waste particles. Waste Water recycling is applied to water the plants to make the campus green and eco- friendly. Preservation of trees, plants everywhere in the campus is supported out meritoriously to improve the environment of the campus pollution free.

**7.2 – Best Practices**

7.2.1 – Describe at least two institutional best practices

**TITLE OF THE PRACTICE:** Effective Learning through Digital teaching learning method  
**OBJECTIVES OF THE PRACTICE:** Prime objective of the Digital teaching learning method is to enhance the digital learning of the students. Equivalently, the digital method of teaching learning aims to accomplish the instruction of previous NAAC cycle to enhance the ICT tools effectively.  
**THE CONTEXT:** Digital teaching learning method aspires to afford full-fledged effort to teach the wards online in an effective manner / provide the online learning in a realistic manner like live classrooms before the pandemic with regards to the Vision and Mission of college.  
**THE PRACTICE:** Orientation Programme is conducted to practice the new set of online teaching methods. Teachers as per their courses are guided and evaluated by the Dean teams. Introduction of the Capability Maturity Model in the online teaching learning method is to provide the completeness and evaluation of outcome in online learning. Online Faculty Development Programmes are organised to enrich the knowledge of teachers in using ICT tools.  
**EVIDENCE OF SUCCESS:** Online Digital teaching learning method is implemented thoroughly during the pandemic. e-content is made available for the courses in Google Classrooms. Teaching learning process provides the students a realistic learning through various learning platforms to make them stay connected with a full-fledged online education as well. Through a detailed Feedback from the stakeholders, parents and students and by the observations of Deans, Heads of the Departments, Vice Principals and the Principal, it has become clear that the system of Digital Teaching and Learning has turned to be highly successful.  
**RESOURCE REQUIRED:** Technical Teaching Learning Applications (tools) like Google Classroom, Google meet, Zoom, Moodle, Microsoft Teams, Kami, etc. are profusely used.  
**TITLE OF THE PRACTICE:** Intensification of



Students through Entrepreneurism. OBJECTIVES OF THE PRACTICE: Major goal of the Entrepreneurism is to motivate students to create themselves as an Entrepreneur. Equally, the Entrepreneurism targets to create interest in Entrepreneurship through inclusive self-development of students in order to transform their ideas to get its creative form. THE CONTEXT: Entrepreneurism aims to promote the Entrepreneurship among the students by conducting various related programs. Eventually, it educates the importance and benefits of Entrepreneurism to envision and to shape their future perfect. Entirely, it nurtures students to enrich themselves as self-employed or Entrepreneur. THE PRACTICE: College owns the membership of Institution's Innovation Council. Entrepreneurism events like Workshops on Design Thinking/Critical thinking/ Entrepreneurship, Start-up webinar, Entrepreneurial Cognizance were conducted to the students for better learning of Entrepreneurism. ADVANTAGE: Pupils involve themselves in innovative contests through their new skill of Entrepreneurship. Equally they include their critical thinking in starting up new business. Learners inspires to tackle problems with their own novelties. EVIDENCE OF SUCCESS: KGCAS got 5 Star Rating from Institution's Innovation Council. Atal Ranking of Institutions on Innovation Achievements provided our college with the Rank Band "B". RESOURCE REQUIRED: Expert teaching staff with entrepreneurship knowledge. Associations with start-ups in the industry. CHALLENGES: Raising funds to bring out the proposals for a new venture. Students from rural background lacking of technical resources.

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

<https://www.kgcas.com/igac>

### 7.3 – Institutional Distinctiveness

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

The Institute has distinct advantage of being associated with the giant of software industry KGiSL groups where few students are mentored by Managing Director, Dr. Ashok Bakthavathsalam. ? In accordance to vision of the institution the students are encouraged to participate and organize academic, co curricular and extracurricular activates in relevant to latest trend and technologies which are conducted through association of each and every department in the college. Industry experts, alumni's and entrepreneur's from various sectors deliver guest lectures, workshops and seminars etc. ? Student's leadership and organizing skills are nurtured through conducting inter departmental and collegiate activities like quiz, code debugging, presentations and few other activities. ? Many outreach programmes are organized in each and every department. Societal and community needs are observed by the students by organizing many outreach programmes. Conducting and organizing these programmes provide exposure to the students who are socially, economically and medically disadvantaged. This type of programme helps them to realize the how small or big contribution leads to difference in the community.

Provide the weblink of the institution

<https://www.kgcas.com/igac>

### 8.Future Plans of Actions for Next Academic Year

Infrastructure is to be upgraded. Necessary processes and procedures for the same to be initiated. PG admissions to be increased. Competitive exams coaching classes are to be commenced from this forthcoming semester. 100 percentage implementation of the Capability Maturity Model in the Teaching Learning process is to be encouraged among the members of the faculty. Course attainment in the evaluation process can be implemented. Publications in reputed peer reviewed

journals shall be increased Structured Alumni can be created. Research activities to be strengthened