

PROACTIVE DISCLOSURE AS PER SECTION 4 (I) (B) OF THE RTI ACT, 2005

“To make every man a success, No man a failure”

Vision

To develop an institution of excellence in education, training and research at both undergraduate and post-graduate levels in arts and science.

Mission

To offer the best education and to develop the young mind into an all-round personality to meet the growing challenges of industries and the social needs of the technology-oriented global community.

POLICY AND OBJECTIVES

Policy

1. To provide our students with the best in the field of Life-sciences, Information Technology, Computer Science, Business Studies, Electronics and Communication Science and Media Studies.
2. To inculcate global outlook in our students, making them competent, skillful, professional, always willing to take up challenges and cultivating leadership qualities.
3. To mould our students into God-fearing, patriotic citizens of character and caliber as to fulfill their obligations to family, society and the nation.

Objectives

In keeping the motto of the college “In pursuit of excellence”, the main objective of the college is to give students the right exposure to pursue and achieve excellence in their studies. In order to fulfill this aim, the college adheres to the following guidelines:

1. To develop the overall character and personality of our students and mould them into good citizens of integrity and morality for nation building.
2. To provide appropriate guidance for students in their quest for higher knowledge.
3. To provide excellent laboratory and infrastructure facilities, meeting standards as laid down by the government.
4. To provide an atmosphere in which the students can realize their fullest intellectual potential through discipline, spiritual values and dedicated hard work.

5. To promote institution-industry interaction, provide professional counseling and ensure placements for our students in meeting.

The powers and duties of its officers and employees

Director

The Director is the managing trustee of Hindustan College of Arts & Science.

She holds the reins for provision of resources and ensures quality policy.

Principal

The Principal leads the institution and strives for its betterment.

Vice-Principal

The Vice- Principal ably assists the Principal wherever needed.

Deans

Deans streamline the academic pattern of the institution, having academic interests as their number one priority.

They coordinate the academic activities of the department under their charge.

Heads of the departments

The Heads are responsible for the departmental activities both curricular and co-curricular and to take remedial action for any shortcoming.

Governing body

The Governing body is responsible for the development of the college and formulation of its rules. The rules are framed so that staff and students can work together in a congenial atmosphere. The power of implementation of rules and regulations of the college vests with the management.

An anti-ragging team has been formed to probe into any slightest trace of ragging in the campus. Safety measures for the newcomers to enter the campus have been beefed up so that they needn't worry an iota about ragging. In addition to this, special cells like Placement, Grievance and Redressal, Guidance and Counselling, Student Affairs, Prevention of Sexual Harassment and Scholarships operate in the college which help the students to a great extent.

Library

We have a well-equipped library with books and a collection of magazines to support the education of the students. The addition of INFLIBNET, a software has greatly enhanced the growth of the library making it develop in leaps and bounds and thereby making the candidates lay their hands on whichever book they need with consummate ease.

List of Governing Body members

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| 1. Dr. (Mrs) Elizabeth Verghese
Chairperson, HGI | Chairperson of the Governing body |
| 2. Dr. Anand Jacob Verghese
Director/CEO, HGI | Member |
| 3. Dr. Aby Sam,
Director, HGI | Member |
| 4. Mr. Ashok Verghese
Director Hindustan University | Member |
| 5. Dr. Annie Jacob
Director, KC Tech | Member |
| 6. Dr. (Mrs) Susan Marthandan
Director HCAS | Member |
| 7. Dr. V.J. Philip
Deputy Director of Academics HCAS | Member |
| 8. Dr. S. Sampath
Professor, Department of Statistics,
University of Madras | University Nominee |
| 9. Dr. S. Thirumagan
Principal HCAS | Member |
| 10. Mr. Samuel Sampath Kumar
Vice-Principal HCAS | Member |
| 11. Dr. K. Malarvizhi
Academic Dean,
HOD School of Business Studies HCAS | Member |