

The Annual Quality Assurance Report (AQAR) of the IQAC

ACEDAMIC YEAR 2015-16

Part – A

1. Details of the Institution

1.1 Name of the Institution	HINDUSTAN COLLEGE OF ARTS & SCIENCE
1.2 Address Line 1	RAJIV GANDHI SALAI
Address Line 2	PADUR, KELAMBAKKAM
City/Town	CHENNAI
State	TAMIL NADU
Pin Code	603 103
Institution e-mail address	HCASPADUR@YAHOO.COM
Contact Nos.	04427474671/27475249
Name of the Head of the Institution:	DR.C.JOSEPH BARNABAS
Tel. No. with STD Code:	044 27474671/ 27475249
Mobile:	9443521569
Name of the IQAC Co-ordinator:	MRS.L.ESTHER THAMARINE
Mobile:	9841066895

IQAC e-mail address:

iqachcas@gmail.com

1.3 NAAC Track ID (For ex. MHCOCN 18879)

EC/62/A&A/119

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC/62/A&A/119 Dated 05-01-2013

1.5 Website address:

www.hcaschennai.com

Web-link of the AQAR:

WWW.hcaschennai.com/AQAR2013-14.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.69	Jan'13	5
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

08/11/2011

1.8 AQAR for the year (for example 2010-11)

2015-16

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

i. AQAR 19-2-2014 (DD/MM/YYYY)4

ii. AQAR 20-8-2014 (DD/MM/YYYY)

iii. AQAR _____ (DD/MM/YYYY)

iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University

State Central Deemed Private

Affiliated College

Yes No

Constituent College

Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No
(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women
Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

UNIVERSITY OF MADRAS

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers		<input type="text" value="8"/>		
2.2 No. of Administrative/Technical staff		<input type="text" value="4"/>		
2.3 No. of students		<input type="text" value="2"/>		
2.4 No. of Management representatives		<input type="text" value="1"/>		
2.5 No. of Alumni		<input type="text" value="1"/>		
2.6 No. of any other stakeholder and community representatives		<input type="text" value="2"/>		
2.7 No. of Employers/ Industrialists		<input type="text" value="3"/>		
2.8 No. of other External Experts		<input type="text" value="2"/>		
2.9 Total No. of members		<input type="text" value="23"/>		
2.10 No. of IQAC meetings held	6			
2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="1"/>	Faculty	<input type="text" value="4"/>
	Non-Teaching Staff	<input type="text" value="1"/>	Alumni	<input type="text" value="1"/>
	Students		Others	<input type="text" value="--"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If yes, mention the amount		<input type="text"/>		

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

<input type="text" value="4"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="4"/>
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(ii) Themes

- a. Faculty development Programme on the topic “ Professional Excellence”on 16th June 2015 for heads and deans and on 15th June 2015 Empower to Excel through innovative methodologies for the faculty members was organised . DR.G.ARUMUGAM, renowned international trainer was the resource person.
- b. One day Faculty Development Programme (FDP) was held on 09.01.2016 on the topic “Automata Theory & Fuzzy Applications” was organised 55 faculties from HCAS and various other colleges also participated . sessions on “Automata int” bionarnay Dr. R. K. Thirusangu and Dr. T. Rajaretnam on Regular Languages & different types of Grammar was conducted.
- c. One day Faculty development program on Biostatistics was organized on 5th march 2016 around 50 staff members attended from different departments and the resource was Dr. N.K . Balasubramanian, Calicut University
- d. A one day workshop on the title “ Publishing in Journals with high Impact factor and quality Concerns” will be conducted by ICTACT on 27/4/2016 for HCAS faculty members.

2.14 Significant Activities and contributions made by IQAC

IQAC organises various capacity building programmes for both teaching and non teaching staff. Also regular meetings conducted to enhance the quality of students life in the campus.

Four faculty development programmes was conducted to enhance effective teaching and learning and research

One day workshop for non teaching and supportive staff was conducted during the year to motivate them.

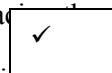
Conducted University result analysis every semester, identify the areas to improve the performance and recommendations adopted to improve the slow learners.

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** Attach the Academic Calendar of the year as Annexure.*

2 Suggestions and plans for future mentioned in AQAR 2014-15 was carried out.

a) increase the certificate courses for all the departments and enabled the students to equip themselves for facing competitive job market.



b) improvement in the infra structural facilities to enhance quality in the teaching and learning process.

c) Capacity building programmes organised to develop teaching and non teaching staff

d) remedial classes for the slow learners was conducted and improvement shown in the pass percentages.

Part – B
Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	6		6	5
UG	17		17	10
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	1		6	5
Others(M.Phil)	2		2	
Total	26		31	20
Interdisciplinary				
Innovative				

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	26
Trimester	
Annual	

1.3 Feedback from stakeholders*
(On all aspects)

Alumni Parents Employers Students

Mode of feedback : Online Manual Co-operating schools (for PEI)

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

NA

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
140	23			117

2.2 No. of permanent faculty with Ph.D.

28

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
23	0		0		0	117	-	140	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

	2	-
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	1	30	
Presented papers	15	30	
Resource Persons		2	

2.6 Innovative processes adopted by the institution in Teaching and Learning:

ICT enabled teaching –learning process followed.

Viewing and discussion of Documentaries on subjects in the website (you tube) were played in the classrooms.

Experimental learning also adopted on the necessary areas.

2.7 Total No. of actual teaching days during this academic year

180 days

2.8 Examination / Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

NA

2.9 No. of faculty members involved in curriculum Restructuring / revision / syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

NA

2.10 Average percentage of attendance of students

80

2.11 Course / Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
UG	701	26	52	21	01	47
PG	50	48	52	-	-	88
M.PHIL	2	2				100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- Conducts FDP to enhance effectiveness in teaching.
- The faculty members encouraged for paper presentations, research, publications and participation in international , National seminar, workshops and symposia
- University Result analysed and adequate measures will be adopted for improvement
- Students feedback evaluated and analysed for the further improvement
- Research journal initiated

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>No of program</i>	<i>Number of faculty benefitted</i>
Refresher courses	-	-
UGC – Faculty Improvement Programme	-	-
HRD programmes		
Orientation programmes	1	50
Faculty exchange programme		
Staff training conducted by the university		
Staff training conducted by other institutions		31
Summer / Winter schools, Workshops, etc.	14	110
Others		

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	22	-	-	-
Technical Staff	11	-	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Faculties are encouraged to present papers and publish international research papers. The college is initiating its own journal to motivate the faculty of the various department

3.2 Details regarding major projects Nil

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects Nil

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	9	10	
Non-Peer Review Journals			

e-Journals			
Conference proceedings	9	6	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-			
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	
International	Applied	Nil
	Granted	
Commercialised	Applied	Nil
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
		1				

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

6

2

3.19 No. of Ph.D. awarded by faculty from the Institution

-

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

15

University forum

College forum

NCC

10

NSS

YRC

5

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility.

- Special camp in adopted Anumathapuram village, coastal cleaning, literary development, visits to orphanages and old age homes, flood relief work carried out the college covering the areas of Mudichur, Padur, Chenery in Kancheepuram District
- Hindustan Community College caters to the needs of financial challenged students in and around Padur and also helps in employability.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	11.90 acres	Nil	Management	11.90acres
Class rooms	90	-	Management	90
Laboratories	21	Nil	Management	21
Seminar Halls	1	Nil	Management	1
No. of important equipments purchased (\geq 1-0 lakh) during the current year. water cooler	6	2	management	6
Value of the equipment purchased during the year (Rs. in Lakhs)			Management	15,00,000
Others Maintainence and renovation		59.5lakhs	Management	59 lakhs

No. of important equipments purchased (\geq 1-0 lakh) during the current year

S.NO	EQUIPMENT	NUMBER	AMOUNT IN RUPEES
1	Purchase of electrical plumbing and water coolers		8,00,000
2	Furniture & Fixtures	150	13,00,000
3	Computers (Printers, laptop, ups, LCD projector)		3lakhs

4.2 Computerization of administration and library

S.NO	PURPOSE	APPLICATION NAME	VENDOR/ORG	S/W SPECIFICATION	H/W SPECIFICATION
1	Administrative Procedures including finance	Profit Plus	B2E Solution	Profit 5RM tool	Ms-Access
2	Staff Attendance Management System – Biometrics	Uniq-ERP College administration tool	Uniq Webtech	ASP.NET	SQL SERVER
3	Library Management System	Uniq-LMS	Uniq Webtech	ASP.NET	SQL SERVER

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value(Rs)	No.	Value(Rs.)
Text Books	14452	1462411	261	48438	14713	1510849
Reference Books	1886	101440.4	57	45756	1943	1471964
e-Books						
Journals	40	74449	10	29195	50	103644
e-Journals	-	-			-	-
Digital Database	-	-			-	-
CD & Video	200	8000	20	5000	220	13000
Others (INFLINET MEMBERSHIP IN BRITISH COUNCIL)	-	-		34500 8500	-	34500

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	342	6	6Mbps	-	332	13	16	-
Added	15	-		-	13	2		-
Total	357	6	6Mbps	-	345	15	16	-

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- Internet access to staff and students in the department
- Campus network, 6Mbps 1:1 lease line connection
- Active Director integrated service for students and staff
- Cyber roam firewall user to login for internet usage
- Add on course for networking basics for all computer science final year students.
- Biometric attendance for the teaching and non teaching faculty.

4.6 Amount spent on maintenance in lakhs :

i) ICT	8.5
ii) Campus Infrastructure and facilities	60
iii) Equipments	
iv) Others	
Total :	68.5lakhs

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Free seats for economically challenging, concession for students with 90% in XII standard and 80% marks for PG students.

Also financial assistance to students through Distress Aid Fund

. Regular update in College web-site for circulating necessary information.

Group insurance for students

5.2 Efforts made by the institution for tracking the progression

The progresses of the students are assessed after each internal examination like continuous assessment tests, model examination based on which parent meetings are arranged every semester. Based on the performance in the internal examination, needy students are given remedial coaching.

Placement cell conducts career development programmes and soft skill training to students.

Regular counseling and follow up actions for week students and regular guidance for students for higher education

The department of Mathematics organized a state Olympiad in Mathematics on 11-09-2015(Friday). a written test for inter collegiate students, a quiz competition organised

Add on courses/certificate courses offered for the students

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3002	112		

(b) No. of students outside the state

120

(c) No. of international students

42

Men

No	%
919	30

Women _____

Last Year(2014-15)						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
361	552	143	1568	2	2654	362	709	37	2006		3114

Demand ratio 77 % Dropout 8%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

The department of Mathematics organized a state Olympiad in Mathematics on 11-09-2015(Friday) a written test for inter collegiate students, a quiz competition organised

No. of students beneficiaries

100

5.5 No. of students qualified in these examinations

NET	-	SET/SLET	-	GATE		CAT	
IAS/IPS etc	-	State PSC	-	UPSC		Others	

5.6 Details of student counselling and career guidance

Counseling and career Guidance Centre function actively in the campus with an objective to bring about a voluntary change in the student. The counseling sessions are conducted as and when there arises a demand for the same. Such sessions help the students to solve the problems in academic as well as personal life. The counseling centre of the college keeps a proper record of the students who underwent individual counseling sessions

No. of students benefitted

25

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
5	150	30	10

5.8 Details of gender sensitization programmes

A seminar was organised to educate the girls on the methods to tackle various issues faced by them. International Women's Day was observed on 8th March 2016, on the theme 'Pledge for Parity'. Professor Dr.D.Pugazhenth, Quaid-E-Milleth Government College for Women, Chennai,

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	100	19,61,100
Financial support from government	211	5,76,650
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: NIL

Criterion – VI_

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

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.

6.2 Does the Institution has a management Information System

- Yes. MIS applied to administrative procedures including Finance through computerised system
- Students admission information available on college website , banner display ,prospectus , Education Fair –Off Campus , Advertisements
- Evaluation and examination procedures printed in college calendar, Notice Board & Circulars.
- Campus blaze, magazine circulated to inform the college activities.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

It is the role of the affiliated university to design curriculum for different Programmes.

6.3.2 Teaching and Learning

Teachers are encouraged to use modern ICT facilities for effective communication in the class rooms. Assignments are given to test the academic levels of students. Remedial coaching is provided to weak students. Internet facilities are made available to students. New books and journals are added to the library to enrich the knowledge base

6.3.3 Examination and Evaluation

External examinations are conducted at the end of each semester by the affiliated University. Internal examinations are conducted as two continuous assessment test and one model examination in a Semester . Internal scores are published promptly and parent meetings are held periodically

6.3.4 Research and Development

Faculties are encouraged to present and publish national and international research papers

Library resources are updated with latest editions

Library well equipped with required titles, e-Journals, volumes of text books

Use of computers in teaching learning, broad band & wifi facilities given to all the departments

6.3.6 Human Resource Management

It is responsible for the attraction, selection, training, assessment and rewarding of employees also, maintain attendance, payroll preparation, arranges orientation to new recruited staff

6.3.7 Faculty and Staff recruitment

1. The existing vacancies are advertised by the college in leading regional and English newspapers inviting applications from eligible candidates (Eligibility as per the University norms).
2. All the applications are screened and the short listed eligible candidates are informed to attend interview along with the original certificates.
3. The short listed eligible candidates are interviewed by selection committee comprising subject experts, Principal, Deputy Director-Academics and Head of the Department

6.3.8. Industry Interaction/Collaboration

Two MoUs signed during the academic year

- a)Collaration withYeungnam University Korea-Research in Biotechnology and also avails scholarship
- b)Collaration with Tamil University, Thanjavur for research in Biotechnology for joint proposal and member in Doctorial Committee and also consultancy services and exchange programmes

6.3.9 Admission of student

Students are admitted as per UGC norms. Free seats and concessions in admission for economically weak students and students with merit. Also free seat with free accommodation for students with outstanding sports record.

6.4 Welfare schemes for

Teaching	Contribution for provident fund for the permanent staff. Loan facilities provided for meeting emergency situation.
Non teaching	i)Group insurance schemes,ESI ,PF provide for the supportive staff. ii) Loan facilities extended in case of emergencies. iii)Uniform for all the house keeping and garderners provided. iv)Refreshments to supportive staff during the working hours. v)Concessions in fees for children of supportive staff
Students	I)Group insurance schemes II)Campus doctor available on all working days III)Counsellors available in the campus. IV)College buses available connecting all the routes in Chennai. Also MTC Bus passes made available.

6.5 Total corpus fund generated

10lakhs

6.6 Whether annual financial audit has been done

yes

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

Audit Type	External		Int <input type="checkbox"/> yes	
	Yes/No	Agency	Yes/No	Authority
Academic	YES	QUEST CERTIFICATION(P) LTD	YES	ISO
Administrative	YES	QUEST CERTIFICATION(P) LTD	YES	ISO

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes

NA

For PG Programmes

NA

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

NA

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumni Association

Alumini invited as resource person to share their experience in their field.
Rank holder among alumni share their views to morale boosting to top 10 students of each class.
Alumni association REHASH meet annually .

6.12 Activities and support from the Parent – Teacher Association

Every semester academically weak students and personally disturbed student's parents will be called to discuss on the student's progress and records maintained in the department for the follow up action.

6.13 Development programmes for support staff

One day session was conducted on the topic move to changes to motivate the support staff and also discussion on various issues faced by them and suggested with ways to overcome for the smooth functioning.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Vermi Compost harvested in college campus
- Water recycling plant made available in the campus
- Eco-friendly system adopted in the campus through cleaning up awareness programme (swach Bharath Abiyan)and waste management.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Women Students are encouraged to participate in cultural and sports .After the class hours they regularly practiced and took part in various activities .Accordingly various teams was developed like Kho-kho, Kabadi, throw ball, tennykoit, dance, etc. The total strength of the college divided into four houses and regular activities organised and at the end of the academic year rolling trophy given to winning team. This made the students to practice regularly and also

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Remedial classes conducted for the slow learners on the subjects English, maths, statistics, accounts. This helped the students to increase the pass percentage in those subjects.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- **To enhance the leadership skills among the students, a one day programme on *“Developing Leadership Skills and Positive Attitudes among Student’s Community”* was organized for the Class Representatives and the Student Council Members. This has inculcated positive qualities and enthusiasm among the student community to carry out various academic and cultural activities in the Institution.**
- ***The students were encouraged to participate in an Intra-Hindustan event “Hindustan Young Leaders Conference” organized by KCGMUN 2015, and a Guest Lecture on “US and Indian education System and the Emerging Careers” by the US delegates organized by Hindustan University. This created an exposure to the students on new learning concepts and to build self confidence in them to attend similar seminars and conferences.***

7.4 Contribution to environmental awareness / protection

- Planted of herbal plants,
- Maintenance of garden
- Vermi compost plantation
- Biogas plant installed.

A one day Environmental awareness programme was conducted by the Exnora International on 22.08.2015 at Bharath Mahal, Padur. Dr.B.Nirmal, President Exnora International, was the chief guest and delivered the Inaugural address. Several eminent Exnora representatives such as Mr.Veliappan, Mr. Indrakumar, Mr.Mohan Kumar Sundaram and Mr. Srinivasan, Advocate delivered special addresses to enlighten the event.

More than 500 people from in and around Padur and representatives from the Apartment's Association were benefitted from the awareness programme. Representative faculty members and students from Life Science of HCAS also participated and immensely benefitted from the awareness programme on protecting Muttukadu Lake. From the awareness programme the public has learned about the problems caused to the Muttukadu lake and thereby they stopped dumping the domestic waste and sewage water. This resulted in the protection of padur surrounding areas from the devastating rainfall which occurred between November – 15th to December 10th 2015.

Vermi compost certificate program was conducted for HCAS staffmembers on 06.05.15 to 08.05.15 in the month of may Around 20 staff members from various department participated certificate was distributed by Dr. M. B. Nirmal Founder of Exnora Division India was chief guest for the valedictory function on 26 .6.2015 . He gave special address and distributed the certificate

7.5 Whether environmental audit was conducted?

Yes

No

Any relevant information wish to add(SWOT analysis)

Strengths:

- Good governance and leadership
- Qualified Faculties
- Employability oriented academic programmes and MOU's
- Remedial Classes conducted for the weak students
- Eco friendly environment
- ISO 9001:2008 certified institution
- Good infra Structure and physical facilities

Weakness:

- No aid from government for research projects
- Lack of UGC grant

Opportunities:

- Placement of students in reputed companies through campus interviews
- Encourage students to take part in various extra circular and cultural events inter college and intra collegiate
- Sports activities encouraged and students get selected in the universities and national level.
- International institutions/Universities Collaborations

- College bus facilities provided connecting all places in and around Chennai .

Threats

- Distance from city
- Proliferation of professional institutions

8. Plans of institution for next year

- *Proposed for a language lab and develop communication skills.*
- *Additional smart class rooms and modernisation of computer lab*
- *More number of MoUs for research activities and placements*
- *Additional diploma and certificate courses to enhance employability*
- *Extension of KCG Knowledge centre and increase the number of class rooms ,modernisation of library*

Name *L.ESTHER THAMARINE*

DR.C.JOSEPH BARNABAS

Coordinator, IQAC

Chairperson, IQAC

