Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**PATRICIAN COLLEGE OF ARTS AND SCIENCE**
Name of the head of the Institution	**Joseph Durai**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**044-24401362**
Mobile no.	**9444003970**
Registered Email	**principal@patriciancollege.ac.in**
Alternate Email	**academicdirector@patriciancollege.ac.in**
Address	**3, Canal Bank Rd, Gandhi Nagar, Opposite to Kotturpuram Railway Station, Adyar,**
City/Town	**Chennai**
State/UT	**Tamil Nadu**
Pincode	**600020**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**private**
Name of the IQAC co-ordinator/Director	**Dr. S. Nagajothi**
Phone no/Alternate Phone no.	**914424401362**
Mobile no.	**9444430220**
Registered Email	**iqac@patriciancollege.ac.in**
Alternate Email	**principal@patriciancollege.ac.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.patriciancollege.ac.in/images/pdf/iqac/aqar1718.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.patriciancollege.ac.in/images/pdf/academiccalander/pastyears/1819.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**A**	**3.12**	**2015**	**01-May-2015**	**30-Apr-2020**

6. Date of Establishment of IQAC	**20-Oct-2014**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
Orienting HODs on ERP module usage	08-Jun-2018 5	15
FDP NAAC The New Framework	14-Jun-2018 1	103
An orientation programme for RPF and SSC entrance examination through Civil Services Cell	09-Jul-2018 1	60
FDP Invited talk on HECI and its impact on society	12-Jul-2018 1	100
FDP Invited talk on Big Data and Data science	27-Aug-2018 1	105
Skill training programme through ED Cell	06-Sep-2018 31	140
Participation in NIRF	24-Nov-2018 1	3131
Participated in India Today institutional rankings	17-Dec-2018 60	3131
Internal academic audit	17-Dec-2018 2	3131
Participated in ARIIA	31-Jan-2019 1	3131
[View File](#)		

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
No Data Entered/Not Applicable!!!				
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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 :	**2**
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?	No

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

Academic plan was prepared and implemented AISHE submission NIRF participation Student feedback was designed, collected and compiled

No Files Uploaded !!!

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
To prepare an Academic Calendar of the Institution.	Academic calendar was prepared and activities monitored.
To orient the students about the current trends in their respective areas.	Invited lectures were organised by the respective departments and students were taken on field visit to get practical exposure.
To encourage students to take up civil services as a career and encourage entrepreneurship among students.	An orientation programme for RPF & SSC entrance examination was organized through Civil Services Cell.
To enhance placement opportunities	Pre placement training given to second and third year students through placement cell and conducted Job Fair in March
To encourage students to take part in sports and cultural activities	Inter departmental sports and cultural competitions were conducted
To conduct external academic audit	External academic audit conducted by inviting external experts for various city colleges and area of improvement was communicated to the departments.
To orient faculty and students about MOOC courses	Information on availability of various courses was circulated and faculty and students registered for the same.
To conduct outreach program to sensitize the students to relate to the community	A Run for a cause titled Patrician Marathon was organized. Beneficiaries were Adyar Cancer Hospital and Jeevodaya Hospice, madhavaram. Around two thousand people participated
To conduct student Satisfaction survey	Students feedback was collected and consolidated
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Governing Body	16-Oct-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	**14-Jun-2018**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2019**
Date of Submission	**05-Feb-2019**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**The ERP of Patrician College of Arts and Science is developed partnering with Trackidon services and is partially computerized having the following modules: Admission The Admission module allows the admission data entry team to update the applicants details in case of offline form submission. In the case of online form submission, the applicant details are automatically captured into the module as soon as they are submitted online. Once the details are viewed by the admission officers for each department, the call letter is generated through the software. When the admission interview is conducted, selected candidates are forwarded by the admission officer to the principal by selecting the applicant online record and approving it with status message. Once the principal confirms the selection, the applicant can pay the fees to get admitted to the college. Academic The academic module allows the course instructors/Heads of departments to input details of individual course with assessment and evaluation specifications. Once the subject codes are assigned, the Head of department, through the software, assigns the faculty to the respective class that they are going to handle. This gives faculty access to the class**

assigned. The time tables for both class and individual faculty are also assigned this way via the subject codes. Provision is made for subjects like language or elective where parts of the class will have different choices of course. After the time tables for both individual faculty and class are linked, the faculty can use the software to take hour wise attendance. The HoD is also given access to grant Medical leave provision, On duty provision to be added to the individual students attendance. Administrative Administrative module facilitates the class teacher to upload student's additional details as per the university required format. Student's names in Tamil can be fed in this module for use of university submission.

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

1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. The institution prepares the Academic calendar to ensure the robustness of curriculum delivery and class schedules. Lesson plans are prepared for each course and syllabus is completed in accordance with the same. The IQAC ensures that documentation is maintained both at department/club/cell level and institutional level.

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
BAAP Arthavidhya		20/07/2018	9	Creation of virtual offices with associated accounting processes	NA
Fevicryl Craft Course		06/09/2018	5	Entrepreneurship in artistic field	Artistic skill with different type of paint on different medium
Managing CISCO		12/12/2018	6	Networking	NA

| routers and switches BCA and BSc | | | | |
| Tailoring Course | 22/01/2019 | 6 | Prospects of entrepreneur ship for a small unit business | Jam and Jelly making |

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MPhil	Commerce	27/07/2018
MPhil	Socialwork	27/07/2018
BSc	Computer Science (Shift II)	26/07/2018
BA	Journalism	26/07/2018
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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	Computer Science	23/06/2018
BA	Journalism	23/06/2018

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

	Certificate	Diploma Course
Number of Students	174	0

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
Sign Language	15/12/2018	41
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	Management	68
BCom	Corporate Secretaryship	70
BSW	Social work	119
BSc	Psychology	28
MSW	Social work	53
MCom	Commerce	16
MA	English	22
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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

Feedback is obtained from students level regarding the teaching learning experience. Faculty for different courses are evaluated based on different aspects of the teaching learning process. The feedback collected from each class is consolidated and collated to give the overall faculty performance of the institution. Faculty mentoring is then facilitated to inform the faculty regarding areas of improvement. Feedback is collected once annually from Parents on the day of the Parent Teachers meeting. The feedback includes aspects of both teaching learning as well as overall college attitude toward the parents as stakeholders. The feedback is consolidated and presented at management meetings. This goes into infrastructure reforms at the management level. Feedback from alumni is collected quantitatively at alumni meets held each year. Qualitative feedback is collected over teteatete discussions with alumni at the department level. The college uses the feedback and the profiles of the alumni so collected, to bring them back as resource persons and judges for college events. Since the infrastructure of the college is moving forward, the alumni always give positive feedback about the progress of the institution. Feedback from Teachers is given to the University to facilitate syllabus restructuring at University level.

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	Shift I Mathematics	40	129	38
BSW	Shift I Social Work	50	123	49
BA	Shift I English	60	191	58
BCom	Shift I Corporate Secretaryship	70	390	68
BSc	Shift I Visual Communication	50	126	47
BBA	Shift I Management	70	282	70
BCom	Shift I Commerce	210	765	212
BSc	Shift I	50	443	45

BCA	Shift I Computer Science			
BCA	Shift I Computer Applications	100	446	100
BSc	Shift I Psychology	40	122	39
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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
2018	1138	97	103	0	7

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	Numberof smart classrooms	E-resources and techniques used
108	108	222	26	6	125
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View File of E-resources and techniques used					

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

The college has initiated a three tier Mentoring and Counseling services. The first tier is the academic mentoring where the class teachers serve as the Academic mentor. Every semester two academic mentoring sessions are held wherein the academic mentor focuses on the academic related requirements at the class level. The second tier is the Personal mentoring wherein thirty Students are assigned to a Personal mentor who meets the mentee once in a semester for formal meetings and the informal meetings between mentor and mentee happens as and when required. The Personal Mentor accompanies the students till the completion of their course. This enhances the feeling of handholding and accompaniment which strengthens the bonding between the teacher and the student entrusted. The third tier is the counseling service anchored by faculty from the Psychology and Social work department. Besides this the college takes assistance from NGOs that work towards counseling for Behavioral problems and particularly Suicide Prevention interventions. Focused counseling services are rendered to the Sports persons for balancing between their academics and sports interest and challenges that they encounter in the field

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3006	108	1:28

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
108	108	0	16	26

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
2018	Dr. Sindhu Sivan	Assistant Professor	Awarded Doctorate degree for thesis titled Leadership and Decision making styles of women managers in industrial sectors by University of Madras, Chennai
2018	Dr. Sindhu Sivan	Assistant Professor	Awarded Best Paper in national seminar by Mother Theresa Womens University. Kodaikannal for the paper Leadershio /intervention model for women mangers
2018	Dr. Meena	Assistant Professor	Awarded Doctorate degree for the thesis titled A study on Consumer Purchasing Behavior Relating to Household Appliances in Chennai and Chengalpattu Districts by Dravidian University, Andhra Pradesh
2018	Dr. Sathyapriya	Assistant Professor	Awarded Doctorate degree for the thesis titled Kurinji thinayil magalir nilai by University of Madras Chennai
2018	Mrs. Divya. J	Assistant Professor	Awarded Best Paper for the paper Adolescent habits a glimpse at Madras Christian College in the National Study Conference on Nurturing Environments for Children
2019	Dr. S.	Assistant Professor	Bliss Social Award

	Muthukumaravel		for continuous service and support to society given by Meenakshi educational trust All India Press and Media Council

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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
BSc	TAM	VI/III	27/04/2019	26/06/2019
BSW	AH	VI/III	22/04/2019	26/06/2019
BA	AR	VI/III	07/05/2019	26/06/2019
BCom	CY	VI/III	24/04/2019	26/06/2019
BBA	MAM	VI/III	29/04/2019	26/06/2019
BCom	CPZ	VI/III	29/04/2019	26/06/2019
BSc	SAE	VI/III	29/04/2019	26/06/2019
BCA	SAZ	VI/III	29/04/2019	26/06/2019
BSc	SAT	VI/III	23/04/2019	26/06/2019

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

The College follows the procedures of conducting Continuous Internal Evaluation as prescribed by the University of Madras. CIE consists of Written tests, assignments, Seminars and Attendance components. Students are oriented about the components and dates of CIE in the beginning of the academic year through the academic calendar. The departments display the CIE exam timetable in their respective department notice boards well in advance for the students to prepare and perform well in their exams. The class Teacher prepares a consolidated report of the marks after the conduct of CIE components. The evaluated answer scripts are distributed to the students for verification and clarification of doubts regarding any correction. The below average performers and absentees are required to redo the test in order to improve their internal marks. Every semester assignments related to their subjects are given by the subject teachers in both theory and practical tasks based on their curriculum. The model examination is the main component of the internal assessment which is conducted once in every semester. It is centralised and anchored by the exam committee for the smooth conduct of exam. The model exam question paper is set by the respective subject teacher and scrutinized by the HOD. The Exam Committee prints the required number of question papers and every student is given a copy of the question paper. The Model exam seating arrangement for the students is restricted to a maximum of 30 to 40 for each classroom. Invigilation list is prepared and communicated to all faculty

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

The Institution meticulously prepares the Academic Calendar before the reopening of the college based on the University calendar. The calendar is uploaded in the college website in the beginning of the academic year. Both the faculty and the students are provided with a copy of the calendar. The general CIE schedule is prepared by the Academic coordinator as follows: The first CIE is conducted after 30 working days and the faculty is expected to cover 2 units of the respective curriculum and the second CIE after a subsequent 30 working days and completion of 2 more units. The Department level CIE schedule is aligned with the general schedule with subject distribution by the HOD. The Model exam is conducted after 80 working days and includes the entire portions of the curriculum. The date of commencement of the CIE and Model Exam is mentioned in the calendar and the college strictly adheres to the calendar. In case of unforeseen circumstances, a new schedule is prepared and informed to the students promptly

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.patriciancollege.ac.in/images/pdf/Deptreports/programoutcomes/Programme_Outcomes.pdf

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
AHA	BSW	SOCIAL WORK	42	22	52.38
SAT	BSc	PSYCHOLOGY	29	17	58.62
TAM	BSc	MATHEMATICS	25	19	76
SAZ	BCA	COMPUTER APPLICATIONS	100	67	67
SAE	BSc	COMPUTER SCIENCE	50	38	76
CPZ	BCom	GENERAL	223	185	82.96
MAM	BBA	MANAGEMENT	68	42	61.76
SAX	BSc	VISUAL COMMU NICATIONS	35	19	54.29
CYA	BCom	CORPORATE SE CRETARYSHIP	70	49	70
ARA	BA	ENGLISH	42	28	66.67

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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.patriciancollege.ac.in/images/pdf/iqac/feedback/students/1819.pdf

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
No Data Entered/Not Applicable !!!				
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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
Workshop on Photography	Department of Visual Communication	08/03/2019
National Seminar on "Ethics, Entrepreneurship and Sustainable development"	Department of Commerce	20/03/2019
Employability Skill- Seminar	Source Hub	07/02/2019
Workshop on IOT -CII (Confederation of Indian Industry) Workshop on "Bridging the Gap"-Practical sessions on Internet of Things	Department of Computer Application	24/10/2018
Workshop on Financial Awareness	Department of Commerce	06/08/2018
National Workshop On Cyber Security and Ethical Hacking	Department of Computer Science	17/07/2018
Inauguration of IPR CELL	Patrician Innovation Cell	10/12/2018
Workshop on " Placement Readiness program"	Source Hub	07/09/2018
National Workshop on Poetry	Department of English	05/10/2018
Counsellors Training Program	Department of Psychology	03/09/2018
CBT Workshop	Department of Social Work	19/09/2018
Skill Training Programme	Entrepreneurship Development Cell	09/12/2018
Television Production workshop	Department of Visual Communication	28/08/2018

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
No Data Entered/Not Applicable !!!				
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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
No Data Entered/Not Applicable !!!					
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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
COMMERCE	1
LANGUAGE	1
SOCIAL WORK	1

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	Social Work	2	0
International	Commerce Shift I	11	5
International	Commerce Shift II	2	5
International	Corporate Secretaryship Shift I	4	5
International	Corporate Secretaryship Shift II	2	5
International	Accounting and Finance Shift I)	1	5
International	Accounting and Finance Shift II	1	5
International	Business Administration	4	5
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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
Commerce	2
Mathematics	2
Social Work	10
Languages	6
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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
Estimation of upper bounds for initial co efficients and Fekete Szegö inequality for a subclass of analytic bi univalent functions	Saravanan G	Trends in Mathematics	2019	1	Department of Mathematics Patrician College of Arts and Science, Adyar Chennai 600020 Tamil Nadu India	0
Coefficient estimates and Fekete Szego inequality for a subclass of Bi univalent functions defined by symmetric q derivative operator by using faber polynomial techniques	Saravanan G	Periodicals of Engineering and Natural Sciences	2018	1	Department of Mathematics Patrician College of Arts and Science, Adyar Chennai 600020 Tamil Nadu India	1

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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
No Data Entered/Not Applicable !!!						

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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	8	36	0	0
Presented	8	39	0	0

papers				
Resource persons	0	1	1	0

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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
First aid training	YRC Unit and Indian Red Cross Society	1	60
NSS Camp	Patrician NSS team at Sevalaya, Kasuva Village and Puliyur Village, Pakkam, Tiruvallur Dt.	2	96
SwachhtaPakhwada – Clean India Movement Rally	Patrician NSS team with police authorities	2	80

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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
Consumer Club activities	Best Club at District Level	Government of Tamilnadu	140

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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
First aid training	YRC Unit and Indian Red Cross Society	First Aid training	1	60
Patrician Marathon	College with Adyar Cancer Institute and Jeevodaya Hospice	Marathon – Run to Save a Life	20	500
Swacch Pakhwada	NSS UNIT with police authorities	RALLY	2	80
Clean India Movement	NSS Unit	COLLEGE CAMPUS CLEANING	2	100
Health Awareness	Womens Cell	Womens Personal Health and	2	200

Programme		Hygiene session		
Blood Donation Camp	Leo Club with various blood banks	Blood Donation camp	3	276

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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	0	0	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
No Data Entered/Not Applicable !!!					
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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
Suns Legal Advocate and Consultants	10/12/2018	IPR Awareness and Activities	3113
International Foundation for Crime Prevention and Victim Care	24/10/2018	Youth Unite Training sessions and Facilitation Programmes	195

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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
750	731.92

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
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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 patially)	Version	Year of automation
Modernlib	Fully	2	2012

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			

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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
No Data Entered/Not Applicable !!!			

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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	230	161	5	0	15	6	18	2	30
Added	14	0	1	0	0	4	13	1	0
Total	244	161	6	0	15	10	31	3	30

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

30 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
Green Matt Studio	https://youtu.be/_E4VhMQZ7kY

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 incurredon maintenance of physical facilites
450	439.61	80	76.25

 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 has various committees which meets on a periodical basis to discuss the requirements regarding repairs and maintenance of infrastructure facilities. The various committees involved in the up-keeping of the facilities

are: ? Management team: This comprises of Director, Academic Director, Principal and Vice principal who involve in major decisions pertaining to maintenance and up-gradation of various physical and academic facilities. ? General Maintenance team: The College has a maintenance supervisor, who is in charge of the maintenance of overall infrastructure. He is assisted by a carpenter, an electrician, a plumber and support staff. Regular maintenance work is done by the support staff under the supervision of the maintenance in-charge. Any major civil works or renovation work is reported to the Management team who in turn, after discussion, outsource it to agencies. ? Technical team: The College has upgraded IT facilities. The campus is Wi- Fi enabled. The infrastructure is secured with 224 CCTV cameras. A technical team which comprises 4 technical personal ensure that all the technical facilities are maintained regularly to ensure uninterrupted service. The Coordinator of the computer resource center records use and maintenance of computer labs in college. • Internal complaints register is placed in the administrative office and all the complaints regarding the infrastructure, technical faults in the projectors in the class room, electrical appliances is recorded in it and it is rectified by the concerned person in due course of time. Regular maintenance activities: 1. Maintenance of A/Cs, R.O plant, lifts and computers is done on need basis. 2. Pest control measures are undertaken as and when required. 3. Refilling of sanitary napkin vending machines are done on regular basis. 4. The classrooms, staff rooms, labs, library and common areas are cleaned daily by the support staff. 5. The restrooms for boys and girls are cleaned twice a day. 6. Continous flow of water is ensured in restrooms.

https://www.patriciancollege.ac.in/images/pdf/aboutus/policy/6maintenance%20policy.pdf

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	Bishop Delaney Scholarship	71	2153192
Financial Support from Other Sources			
a) National	State Government Scholarshp	511	2934250
b)International	Nil	0	0
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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 implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
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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	Number of students who have passedin the comp. exam	Number of studentsp placed

		activities		

<div align="center">**No Data Entered/Not Applicable !!!**</div>

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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
10	10	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					

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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	Depratment graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					

<div align="center">View File</div>

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
No Data Entered/Not Applicable !!!	

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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
No Data Entered/Not Applicable !!!		

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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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

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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)

The Student Council is involved in planning and execution of all College related events and activities. They conduct meetings on regular basis. Minutes are recorded for the same. The student council coordinates with the department secretaries to organize various co-curricular and extra-curricular activities. Student Council acts as the voice of the students to the management and faculty in the case of any representations to be made.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The college takes pride in its alumni members as they are important stakeholders in the development of the institution. Conscious efforts are made to strengthen the relationship between the institution and the alumni. The Alumni Association is a registered body under Societies Registration Act 1975 and is coordinated by a senior faculty and is assisted by a core committee. The Patrician College Alumni Association has been in existence since the year 2005. To ensure the association membership of a large number of alumni, a link is provided on the College Website. Database of alumni is maintained at the department level and the alumni are kept informed of the latest developments in the college. The college has instituted Alumni awards to recognize the illustrious alumni who have achieved in various fields. Every year, the General body meeting is held wherein election for the new office bearers and members of the executive council is conducted. The newly elected team conducts an Executive council meeting on the same day. The office bearers discuss on their action plan to connect with the college through various events and activities. The general body meetings are held once every year and the executive body meets as and when required. Besides this, the alumni also meet at the department level to network with various activities of the department.

5.4.2 – No. of enrolled Alumni:

684

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

48900

5.4.4 – Meetings/activities organized by Alumni Association :

The involvement of the alumni can be summed up as follows: Alumni who have distinguished themselves in various walks of life are invited as chief guests, guests of honor, guest lecturers, and as judges for college events. Some of the alumni have been appointed as faculty or technical staff as they are familiar with the ethos of the institution. They ensure the continuation of the institution's culture. They are invited for orientation programs to share their experiences and insights on job opportunities and current trends prevailing in the market. Alumni facilitate internship, training, part time jobs and campus recruitment. Alumni entrepreneurs are invited to exhibit their products and thus serve as inspiration to the budding student entrepreneurs. Alumni act as referral agents for students training and placement. Alumni are inducted as coaches for college sports teams and help in the conduct of tournaments. Sports Achievers are absorbed by the alumni in their respective organizations. Skill development programmes are anchored by Alumni. Alumni are engaged in curriculum enhancement, feedback and review mechanisms to initiate add on courses. Alumni interact with present students through video conferencing sessions organized by the institution. They play an active role in raising funds and contribute towards payment of fees for meritorious/ deserving students. Alumni actively involve in extension activities of the College particularly in the disaster management programmes and in social initiatives. They joined hands with the

institution in providing relief to the affected during the Chennai floods – 2015 with food, stationery and other basic necessities. Alumni sponsor and help in organizing the curricular, co-curricular and extra-curricular events in the college. Dai Machaa, a musical evening was organized by the Alumni batch of 2004-07 inviting cine personalities as chief guests

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 College encourages participative management integrating all stakeholders at all levels. The College conducts many programmes over the course of the academic year. For each of these programmes, committees are formed with representations from the different stakeholder parties to ensure seamless running of the entire schedule for each and every programme.

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

Partial

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	Admission of students was computerized through the MIS which has been introduced in this academic year (2018-19). It facilitates operations to allow the receipt of online forms. Offline forms are keyed in by data entry teams. The candidate's application is then processed online through the software right upto the payment of fees into the bank and issue of ID card.
Industry Interaction / Collaboration	From time to time, industry experts are called as resource persons for workshops, seminars, as judges for competitions to provide their expertise in a package that can be transferred to students for the purpose of knowledge sharing and dissemination. MoU's have been signed to get the best of industry resources to interact with the student community. Linkages through internships / projects facilitate the interaction between institution and industry.
Human Resource Management	The institution has an employee friendly atmosphere which motivates employees to interact with each other. There are many morale boosting activities such as birthday celebrations, teacher's day celebrations, staff outings, staff lunches, Christmas staff celebrations and gift exchanges which ensure that a cordial atmosphere is maintained.

	Faculty are well paid which keeps them happy as well.
Library, ICT and Physical Infrastructure / Instrumentation	The Management makes timely investments into developing the infrastructure of the institution. ICT, library automation are constantly being upgraded in the institution as well as physical infrastructure maintenance and upgradation.
Research and Development	Research committee is set up and in place to ensure that a robust research culture and environment is brought about in the college. Researchers are encouraged to attend seminars and conferences outside by the provision of 2 OD per semester.
Examination and Evaluation	Examinations are conducted through seating allocation assisted by software. Scheduling of examinations are keyed in to the software and the software allocates seating to ensure that no cheating can happen in examinations thus enhancing the quality of examinations and upholding the standard of conduct in the institution .
Teaching and Learning	Teaching Learning student satisfaction survey is conducted every semester and faculty mentoring is done to ensure quality of teaching does not go down. Management facilitates creative teaching through investment in smart teaching aids and training with regards to the same.
Curriculum Development	The Institution follows the syllabus of the University of Madras. However stake holder feedback for curriculum development is collected and major findings are represented through the academic council representative at university academic council meetings.

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

E-governace area	Details
Planning and Development	Through the ERP software, Curricular planning is facilitated. Course details are input into the ERP, then classes are assigned to faculty according to the workload and time tables are input so that the class and faculty time tables can be mapped one on another. This facilitates attendance entry by the faculty thus managing the academic process
Administration	Paperless Administration by practicing

	the policy of sending circulars and notices through e-mail. Faculty attendance is maintained through ERP software.
Finance and Accounts	Tally software is used to prepare the accounts of the institution. Online transfers are facilitated between bank and institution for faster transactions.
Student Admission and Support	Student Admission is facilitated through the Management Information system. Student admission procedure is completely taken care of by the software including the issue of call letters via generated SMS, the scheduling of interviews, the approval of candidates both at department and higher authority level.
Examination	Examinations are conducted through seating allocation assisted by software. Scheduling of examinations are keyed in to the software and the software allocates seating to ensure that no malpractice can happen in examinations thus enhancing the quality of examinations and upholding the standard of conduct in the institution.

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
2018	Mr.Habeeb Ur Rahman	A study on awareness and usage of smartphones among homemakers in Arokkanam District of Tamilnadu – International Journal of Inte rdisciplinary Research and Innovations	Nil	1650
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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	Title of the administrative	From date	To Date	Number of participants	Number of participants

Year	development programme organised for teaching staff	training programme organised for non-teaching staff			(Teaching staff)	(non-teaching staff)
2018	ERP Training for New Recruits		01/06/2018	09/06/2018	15	0
2018	Computing Skills		02/07/2018	13/07/2018	26	0
2019	Tailoring Workshop		22/01/2019	06/02/2019	7	0
2019	Nil	Training on Computing Skills	02/03/2019	27/03/2019	0	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
No Data Entered/Not Applicable !!!				
[View File](#)				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
12	12	1	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
OD facility is given for faculty participation in external seminars. Maternity leave is availed by the respective faculty. Medical Insurance covers the faculty in times of medical emergency. Faculty Tours and other celebrations are organized to enhance employee morale. Faculty are given cash rewards for 100 attendance. Gifts are distributed at Christmas, Teachers day, faculty birthdays.	Medical Insurance covers the staff in times of medical emergency. Faculty Tours and other celebrations are organized to enhance employee morale. Fees Waiver for support staff wards who are enrolled as students. Faculty are given cash rewards for 100 attendance. Gifts are distributed at Christmas, Teachers day, faculty birthdays. Staff are benefitted through melas conducted for essential documents such as Aadhar	Medical Insurance policy covers all students. Fees Waiver for economically backward students is made available. Fee Concessions can be applied for by deserving candidates. Students are benefitted through melas conducted for essential documents such as Aadhar card, Voter ID, Passport etc.

Faculty are benefitted through melas conducted for essential documents such as Aadhar card, Voter ID, Passport etc.	card, Voter ID, Passport etc.

6.4 – Financial Management and Resource Mobilization

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

The financial management of the College is entrusted with the Director cum Secretary. The institutional budget is prepared by the Management. Prior to the preparation of the institutional budget, the department budgets are collected from all academic and supporting departments. These budgets are scrutinized and consolidated to prepare the annual budget of the College. To maintain transparency and to add to the improvement of the functioning of the institution, internal and external financial audits are conducted on a regular basis.

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
No Data Entered/Not Applicable !!!		
[View File](#)		

6.4.3 – Total corpus fund generated

8.11

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	External Experts from other Academic Institutions	Yes	Inter Departmental Teams
Administrative	No		Yes	Management

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

• Resource Persons for Seminars/ Judges for Competitions • Acting as liaison between institution and industry for the arrangement of Industrial Visit • Participation in College Events such as Marathon

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

• Tailoring class was organized for support staff in the month of January and February 2019 • Jams and Jellies making sessions through the Entrepreneurship Development Cell • Gifts are distributed at Christmas for the support staff which are useful for their livelihood

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

• Introduction of Science courses Such as BSc Psychology • Motivation of students to participate in MOOC courses through NPTEL – SWAYAM portal. College has shown outstanding performance in the same • Infrastructure development for academic enhancement of School of Media Studies/ Psychology Lab • Renovation of

physical facilities such as Computer Labs/ OAT/ Airconditioned Auditorium./ RO plants/ Restrooms

6.5.5 – Internal Quality Assurance System Details

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

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
2018	Orienting HODs on ERP module usage	08/06/2018	08/06/2018	13/06/2018	15
2018	FDP NAAC the New Framework	14/06/2018	14/06/2018	14/06/2018	103
2018	Orientation programme for RPF an SSC exam through Civil Services Cell	09/07/2018	09/07/2018	09/07/2018	60
2018	FDP – Invited talk on HECI and its impact on society	12/07/2018	12/07/2018	12/07/2018	100
2018	FDP – Invited talk on Big Data and Data science	27/08/2018	28/08/2018	28/08/2018	105
2018	Skill training programme through ED Cell	06/09/2018	06/09/2018	06/10/2018	140
2018	Participation in NIRF	24/11/2018	24/11/2018	24/11/2018	3131
2018	Participation in India Today Institutional Ranking	17/12/2018	17/12/2018	18/02/2019	3131
2018	Internal Academic Audit	17/12/2018	17/12/2018	18/12/2018	3131
2019	Participated	31/01/2019	31/01/2019	31/01/2019	3131

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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
Health Awareness Camp	29/01/2019	29/01/2019	300	0
First Aid Training	18/09/2018	18/09/2018	25	45
Skill Training Programme	05/09/2018	05/09/2018	50	90
Awareness programme on 'Anti Human Trafficking'	31/08/2018	31/08/2018	100	0

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 College undertakes Power audit to assess the power requirements of the institution and the power usage. Solar Panels are in place to provide alternate energy source for the Commerce block.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Provision for lift	Yes	2
Ramp/Rails	Yes	3
Braille Software/facilities	Yes	1
Rest Rooms	Yes	3
Scribes for examination	Yes	15

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	22/01/2019	4	Literacy Camp for neighbouring	Advocacy of Literate Society	19

	residents (Mallipoo Nagar, Adyar)

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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)
College Calendar	18/06/2018	The College Calendar has all guidelines for both students and parents regarding the code of conduct for students inside the College Campus and all the regulations that the student has to adhere to. The College Calendar also has the regulations of faculty and which department they belong to.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Planting of ornamental grass for beautification of campus 2. Provision of RO plant for ensuring availability of potable water 3. Recycling of RO waste water through garden maintenance 4. Planting of trees to improve green cover 5. Solar panel harvesting of power for institutional purposes

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE I Title of the Practice: Investing in the career growth of administrative staff. Objective of the Practice: The College, founded by the Brothers of St. Patrick, has service as its mission and is committed to serve the community it is entrusted with, through the medium of education. Having established schools and colleges, reaching out to its stakeholders is the underlying principle of the Patrician brothers. The College strives to identify the potentials of stakeholders and invest in them by providing opportunities for their growth. This investment process facilitates the stakeholders to partner with the institution in realization of their interests and aspirations and develop greater affinity, loyalty and self esteem. The Context: The Patrician brothers believe in equality of opportunity and fight against deprivation and denial of opportunities. This vision is perceived stronger when stakeholders are the victims of the disadvantaged situation. Individuals have dropped out from the regular stream of education due to economic compulsion and have engaged in odd jobs in college for livelihood. For lack of opportunities they continue to get stagnated and they attribute their present situation to destiny. The challenge for the management was to identify such individuals and design an opportunity that would mitigate them from this compulsive situation and groom them for desirable prospects. Practice: Employee X, ID – A008, is a child of a single parent from a poor economic background hailing from a small

town in Tamilnadu. X could not afford to pursue higher education and was compelled to take up employment early in life to support his family. He approached the Patrician brothers and was offered a job as assistant to the cook at the Patrician Brothers' house. He worked in the residence for 3 years after which the Brothers transferred him to the college as an assistant at the computer lab. In this position X meticulously attended all the jobs assigned to him. However he could not hide the inner disappointment and longed to be on equal terms with students of his age. In due course, his potentials were recognized by the Director of the College and a proposal was designed to help X to pursue his collegiate education. Accordingly, his core interests were identified and the individual was admitted to B.Sc. Electronic Media programme in the year 2017. The challenge before X was to balance between the course requirements and his responsibilities to support the family. The management was sensitive to his needs and helped X to continue his work in the lab wherein he would continue to receive his wages and support the family. The management also supported his studies through fee waiver to reduce the burden of any financial commitment. He has been privileged to enjoy the status as both staff as well as student. X has had the rare opportunity of an international exposure to Singapore and Malaysia. He has an advantage of having hands on experience to discharge assignments in sound engineering, videography and photography in the capacity as a part time staff. Today, X is highly motivated, happy and an appreciative person. At the same time, he is financially stable with part-time job giving him a sense of pride and accomplishment with a hope for a brighter future. Evidence of Success: The individual X has shown great enthusiasm as a student. The opportunity for education provided to him has borne significant results as he shows much involvement in his academic assignments which have resulted in him topping the class during his semester examinations. This added enthusiasm has also enabled him to demonstrate leadership traits in his peer group and he has been nominated as a badge holder on the extended student council. He is now a role model demonstrating how an impossible situation can be challenged and converted into possibilities. He is well accepted among his peers and his interaction with them is influencing and inspirational. Following his footsteps, many have aspired to use the opportunity that is provided by the management. He is now an effective and educated human resource equipped with capabilities to care for himself, his family, and serve the society at large. Problems Encountered and Resources Required: While the management has involved in this proactive initiative, it faced certain setbacks. Converting the full time job into part time has been a challenge to design the roles and responsibilities and help the individual to balance the world of work and studies. The management had to shoulder the financial burden of educating the individual for three years. Psychological reinforcement had to be constantly provided so that the individual remained motivated and focused toward the achievement of his educational goal. In order to allow him to pursue education, parental permission was also a requisite. Parents had to be convinced about the importance of higher education in the individual's life and that his contribution to family income would not be disrupted. Like individual X, many more administrative staff would like to use this facility but may not be able to avail this opportunity because of financial constraints on the part of the management. BEST PRACTICE II Title of the Practice: Patrician College response to Disaster Situations Objectives of the Practice: In keeping with the vision 'to contribute to society', the college reaches out in times of disaster and calamities. This response to disaster situations helps to cultivate a sense of empathy and develop social responsibility towards community. The Context: The Chennai deluge in 2015, the Vardah storm in 2016, the Gaja Cyclone and the Kerala floods in 2018 had witnessed loss of life and damage to natural resources. As responsible citizens, a need was felt to reach out to the disaster victims. The Practice: Members of our faculty and students were severely affected during the Chennai Floods 2015. The College raised resources

to provide relief materials and rebuild homes for some of our support staff. The members of the Alumni joined hands to sponsor breakfast for affected students for a month. During Kerala Floods in August 2018, the college donated funds and relief materials to Anugraha Sadan, a non-governmental organization for the palsied children in Chalakudy. The college mobilized relief materials and distributed the same through its sister institution in Angamally to the local public in the affected areas. In November 2018, Gaja Cyclone devastated several coastal districts of Tamil Nadu. Relief material worth Rs. 15 lakhs was donated to 1000 families in Thiruvarur, Nagapattinam and Pattukottai. A relief team of around 200 students and 40 faculty were deployed to distribute the relief materials at different places. The College always responds to crisis situations and involves students in the rescue, relief and rehabilitation services. This engagement creates a sense of responsibility among the students to be focused not only in the core areas of learning but also to empathize with situations that need their interventions. EVIDENCE OF SUCCESS: The emerging volunteerism among students and the willingness to lend a helping hand for this cause led to the formalizing of the Outreach Programme as Patrician Students to Educate and Empower the Disadvantaged in Society (SEEDS) where every department undertakes specific outreach activities. Each year focuses on a theme. ? 2015 – 16 – Together we grow ? 2017 – 18 – Making a Difference ? 2018 – 19 – Grow and Glow All the programs of the clubs, departments and outreach are based on this common theme for the year. When students are involved in the process of planning, implementation, execution of Community-related work, there is a change in their outlook towards society. The success of this program is in helping students understand their participation in natural calamities and the compelling evidence of improved access of the underprivileged. These programs give scope on improving the understanding of life situations with all uncertainties and the need to gear up to face odd situations. The impact of involving students in natural calamity relief work has sharpened their leadership qualities, improved their perceptions of the outreach learning environment, a sense of fulfilment, self motivation and attitudes towards life and society in general. Problems encountered and Resources required: Time constraints due to students engagement in many curricular, co-curricular and extracurricular activities makes it difficult to involve all students for disaster relief work. Besides, students from the economically backward community take up part-time work and hence it is a challenge for the students to get involved in the community initiatives. During relief distribution, there was inadequacy in meeting the people's needs and the volunteers were helpless as there were more beneficiaries than the relief materials available. Though the places for relief were identified through various agencies, accessibility was denied during the time due to various reasons. Students had limitations to mobilize resources as many organizations were undertaking relief work and duplication of work was a major challenge. The safety of students and meeting their basic requirements, particularly when relief was undertaken outstation, had several constraints which affected the discharge of relief work.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.patriciancollege.ac.in/images/pdf/iqac/bestpractice/best%20practices.pdf

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

One Distinct Area – Patrician SEEDS (Formalised Outreach Programme) Over the years, the College has been experimenting to bridge the gap between campus life and the need to connect with community with different interface models. At

present, the College is executing its Pioneering Outreach Project called – 'Patrician Students to Educate and Empower the Disadvantaged in Society' (SEEDS) and we are proud to present SEEDS as the distinct feature of the institution. The Beginnings The college did not have a policy and SOP for the execution of outreach projects. Depending on the availability of resources the students were organised to undertake projects. This informal approach led to inconsistency and lack of involvement of all the students. For more serious engagement, the need was felt to evolve a policy wherein all students would be motivated to productively spend time in community work. Series of deliberations at different levels resulted in the formulation of a Policy that outlined the framework formalising the outreach programmes of the college. The Formation: On 1st August, the 'Patrician Students to Educate and Empower the Disadvantaged in Society' (SEEDS) emerged as an outreach programme with the Patrician pedagogy of reaching out to the unreached. The Programme is dedicated to anchoring outreach projects with a view to cultivate Service culture in the young minds of Patrician Students to create a better society. The Programme is anchored by a core committee consisting of staff drawn from various academic departments and supported by student representatives. The core outreach committee is responsible to formulate policy, planning and monitoring of the program. Vision: To develop a responsible student community geared towards building a better society by producing changes in the grassroot level. Mission: To enable students to create a new and just society through dedicated and committed team work by connecting the Poor and Disadvantaged people into the mainstream of life. Objectives: ? To connect students with the community especially with poor, needy and disadvantaged and realize their duty towards the lesser privileged. ? To make students to understand the society and support the people to uphold and understand their rights and duties. ? To bring about attitudinal change and engage the students in social responsibility initiatives. ? To promote a value-based, casteless, violence-free and knowledge-based society. Policy ? Outreach programme will be considered as mandatory requirement and integrated into curricular activities. ? All first year Undergraduate students will enrol for outreach programme. ? Each student will engage in service for 40 hours per academic year. ? Each Department's outreach programme will be monitored by a committee with HOD as Convener, one faculty as coordinator and two student representatives. ? Each department will work with One NGO / service area / target group within 5 km radius to the college according to their need ? Outreach day will be organized at the end of the academic year. ? Each department will submit a detailed report on their Outreach Programme ? Best outreach department team will be identified and awarded.

Provide the weblink of the institution
https://www.patriciancollege.ac.in/images/pdf/iqac/bestpractice/institutionaldistinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

The Institution is focused in the direction towards autonomy as a part of its long term goal. The limited ability to exercise academic freedom and bringing in creative and holistic techniques of evaluation is met by the possibility of autonomy in the future. The Institution has thus far been predominantly an institution offering undergraduate courses. The institution therefore seeks for more academic expansion by means of vertical upgradation towards post graduate and research departments. The future plan of the institution is to further strengthen ties with stakeholders through more engagement with all stakeholder groups. The Institution proposes for strengthening its network with corporate, industrial houses and premier institutions in the areas of placement, training, and academic initiatives through internship and research projects. Memoranda of Understanding are being developed with various organizations to cultivate a mutually beneficial relationship between the Institution and other organizations.

The Institution proposes new initiatives towards parents and alumni engagement. The alumni are an important resource and they will be engaged through initiatives such as involving them in sharing their experiences with students and supporting the management and faculty in imparting quality education. The institution is geared towards providing Holistic development through empowerment of students.. Student support services will be enhanced to include the moral and spiritual dimension through well planned spiritual activities and promotion of prayer cells that will anchor such activities. The social and psychological needs of students will be addressed by psychological services that will be delivered by professionals both from within and outside the campus. The Institution is sensitive to neighbourhood development. The Extension activities through clubs and cells, will focus on creating sensitivity among students about the ground realities relating to various social issues. In the process of community engagement, the student will develop empathy and the right understanding of issues and the approaches to address them.