



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		PATRICIAN COLLEGE OF ARTS AND SCIENCE
Name of the head of the Institution		Dr. Usha George
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04424401362
Mobile no.		9380080023
Registered Email		principal@patriciancollege.ac.in
Alternate Email		academicdirector@patriciancollege.ac.in
Address		No 3, Canal Bank Road, 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		Self financed			
Name of the IQAC co-ordinator/Director		Dr. S. Nagajothi			
Phone no/Alternate Phone no.		04424401362			
Mobile no.		9884647011			
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/aqar1819.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/1920.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 IQAC	Date & Duration		Number of participants/ beneficiaries		

No Data Entered/Not Applicable!!!

[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!!!				
No Files Uploaded !!!				

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 :

17

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)

Implementation of Yoga for mental well being Clean and healthy environment through Vidhai Vidhaithai Egovernance through distribution of Tab SEEDS extension programme with 40 hours mandatory service Student Open Forum and Focused Group Discussion were instituted

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.
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">Name of Statutory Body</td> <td style="width: 50%; text-align: center;">Meeting Date</td> </tr> <tr> <td style="text-align: center;">Governing Body</td> <td style="text-align: center;">16-Oct-2019</td> </tr> </table>		Name of Statutory Body	Meeting Date	Governing Body	16-Oct-2019
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 ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2020				
Date of Submission	17-Jan-2020				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>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.</p>				

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. Student can access the ERP to pay fees every year. Student can also access their daily attendance. The ERP is used to send messages to the parents concerning the attendance of the student or any other mandatory conveyance of information. Student Satisfaction feedback was collected through the ERP module. This ERP is accessible not only on desktop but also on handheld mobile devices.

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

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. The Workload of the department is drawn out by each department head. The Academic Affairs coordinator ensures that the master time table is readied from the departments of English, Language and Maths which handle papers common to most departments. This master time table is then circulated to the departments to appropriate their respective class time tables. Once the time table is finalised, it is entered into the ERP software for attendance purposes. The Time Tables are clearly communicated to all faculty and students of each department who adhere to it strictly to ensure the completion of curriculum within the specified time.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of	Duration	Focus on employ	Skill
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			Introduction		ability/entrepreneurship	Development
GST	Nil	14/12/2019	6	Employability skill	Nil	
Travel and Tourism Management	Nil	14/12/2019	15	Employability skill	Administrative skill Administrative skill	
Public Relations and Journalism	Nil	14/12/2019	15	Employability skill	Administrative skill	
Tally	Nil	30/06/2019	15	Employability skill	Nil	
Logistics	Nil	30/06/2019	15	Employability skill	Nil	
Basic/advanced communication	Nil	30/06/2019	15	Employability skill	Nil	
Beauty care	Nil	30/06/2019	15	Entrepreneurship	Skill Development	
Payroll	Nil	08/01/2020	15	Employability skill	Nil	
Google online course on digital marketing	Nil	12/01/2020	20	Employability skill	Skill Development	
Advanced excel	Nil	14/12/2019	6	Employability skill	Nil	
Tally with GST	Nil	14/12/2019	6	Employability skill	Nil	
Placement training	Nil	14/12/2019	6	Employability skill	Nil	
Basic communication skills	Nil	14/12/2019	6	Employability skill	Communication skills	
Advanced communication skills	Nil	14/12/2019	6	Employability skill	Communication skills	
Certificate course on business English	Nil	14/12/2019	6	Employability skill	Communication skills	
Certificate course on computerised accounting	Nil	14/12/2019	6	Employability skill	Accounting skills	

Certificate Course in Event Management	Nil	04/01/2020	5	Employability skill	Managerial skills
Nil	Digital photography	31/07/2019	90	Professional photographer	Camera operation
Nil	Short film making	31/07/2019	90	Film making	Direction
Nil	Television production	30/07/2019	90	Television programming	Camera, editing
Computerized Accounting	Nil	14/12/2019	6	Nil	Nil
Advanced Excel	Nil	14/12/2019	6	Nil	Nil
Personality Development	Nil	14/12/2019	6	Nil	Nil
Nil	Web designing	31/07/2019	90	Website creation and digital marketing	Web publishing
Nil	Poster making	31/07/2019	90	Graphic designer	Designing
Nil	Graphics and Animation	31/07/2019	90	2D Animation	Animation
Tally	Nil	14/12/2019	6	Employability skill	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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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
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	1528	36

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
No Data Entered/Not Applicable !!!		
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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
No Data Entered/Not Applicable !!!		
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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
<p>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. Feedback from Recruiters gives the Source hub placement cell a perspective on the employability level of students and the ways in which the students should develop themselves to be job ready. This enables the Source hub to design its career counseling programmes and pre placement talks to help the students be interview-ready.</p>

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
No Data Entered/Not Applicable !!!				
View File				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	3145	184	129	Nil	26

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
129	129	229	26	6	236

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

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

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

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
3330	129	1 : 26

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
129	129	Nil	26	29

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
No Data Entered/Not Applicable !!!			

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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
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No Data Entered/Not Applicable !!!

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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
No Data Entered/Not Applicable !!!					
View File					

2.7 – Student Satisfaction Survey

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

<https://www.patriciancollege.ac.in/images/pdf/igac/feedback/students/1920.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
Minor Projects	30	Department of Civil Supplies, Government of Tamil Nadu	0.1	0.1
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Intellectual Property rights	Department of Corporate Sectrataryship	13/09/2019
Seminar on Awareness program on IoT Training	Department of Computer Science	02/07/2019
Seminar on Putting Your Best Foot Forward: A Good Start To A Successful Software Career	Department of Computer Science	18/07/2019
State level Workshop on Championship on Robotics - IIT Madras Event	Department of Computer Science	06/08/2019
Workshop on Python Programming - One day Practice	Department of Computer Science	09/08/2019
Seminar on Expectations Reality	Department of Computer Science	01/10/2019
Training Program on "Step on networking"	Department of Computer Science	04/10/2019
Guest Lecture on IoT	Department of Computer	09/10/2019

Focusing on Home Automation	Science	
Actuarial Profession and Career Opportunities	Department of Mathematics	17/12/2019
Seminar on Optimization Techniques	Department of Mathematics	18/12/2019
National Workshop on R Programming	Department of Mathematics	06/07/2019
Guest Lecture on aptitude skills for facing interview	Department of Mathematics	08/08/2019
Tips and Tricks for Higher Education in Mathematics	Department of Mathematics	28/02/2020
One day Workshop on "How to plan for Incubation Start upMs.Johnnah Sandra , Entrepreneurship Trainer	Department of Computer Applications	20/02/2020
Mentoring Session on Intellectual property rightsMs.Sahila , Project Scientist ,Patent Information center, Tamil Nadu	Department of Computer Applications	27/02/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Armurd glove	Ajith kumar S, Department of Computer Science	Sacred heart college(Autonomous), Tirupattur	28/02/2020	Young Innovator Award - Shyia 2020
Armurd glove	Karthick R, Department of BCA	Sacred heart college(Autonomous), Tirupattur	28/02/2020	Young Innovator Award - Shyia 2020
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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 !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
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Department of Commerce	1
Department of Corporate Secretaryship	2
Department of Management	1
Department of Language	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)
No Data Entered/Not Applicable !!!			
View File			

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
Department of Commerce	2
Department of Management	2
Department of Computer Applications	2
Department of Socialwork	9
No file uploaded.	

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
No Data Entered/Not Applicable !!!						
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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
Optimal estimate for the norm of pre-Schwarzian derivative	Dr. G. Saravanan	Advances in Mathematics: Scientific Journal	2020	2	1	Yes
A subclass with bi-univalence involving (p,q) -Lucas Polynomials and its coefficient	Dr. G. Saravanan	Boletin de la Sociedad Matemática Mexicana,	2020	2	1	Yes

bounds						
Analysis of stochastic viral infection model with lytic and nonlytic immune responses	Dr. Rajaji	Stochastic Analysis and Applications	2019	2	2	Yes
View File						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	66	285	140	81
Resource persons	Nil	Nil	Nil	5
No file uploaded.				

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
No Data Entered/Not Applicable !!!			
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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
Explore Nanmangalam Forest on site field Experience	Third Place among city colleges for maximum participation during the On Site visit to Nanmangalam Reserve forest	Chennai Snake Park Trust	32
No file uploaded.			

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 activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
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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
Two Days Workshop on SPSS 27.06.2019 28.06.2019	34 students	Self Support	2
Workshop on Qualitative Research with Dr. Prince Solomon, Assistant Professor, Department of social work (aided), MadrasChristian College.-22nd october 2019	30 students	Self Support	1
National workshop on Qualitative And Qualitative Aspects of Thesis Writing - 13th August 2019	150 Faculty and Students	Self Support	1
Workshop on Research and Funding with Loyola College (Dr. M. Selvanayagam - 16th August 2019)	27 Faculty	Self Support	1
Online FDP on Project Proposal for Funding Agencies Collaboration with Pondicherry University (16th and 17th may 2020 - Dr. V. Arulmurugan)	4908 Faculty	Self Support	2

No file uploaded.

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
No Data Entered/Not Applicable !!!			
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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
350	371.28

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Nil

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
ERP	Fully	1	2019

4.2.2 – Library Services

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

[View File](#)

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 !!!			

[View File](#)

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	244	161	4	0	15	10	31	4	30
Added	36	36	0	0	0	0	0	0	0
Total	280	197	4	0	15	10	31	4	30

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

1000 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 Matte Studio	https://www.youtube.com/watch?v=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 incurred on maintenance of physical facilities
375.01	370.91	100	100.81

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 incharge. 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
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Financial Support from institution	Fee Concession	92	2466688
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
View File			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
View File					

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		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
View File					

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 !!!	
View File	

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 !!!		
View File		

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 !!!						
View File						

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

At the college level, there is a Student Council comprising of the Chairperson, Vice Chairperson, Treasurer, General Secretary, Cultural and Sports Secretaries and a representative for the post-graduate departments. In the beginning of every academic year, the members of the Student Council are elected through an indirect electoral procedure. The Election Officer is appointed by the principal who conducts the election as per the norms of election prescribed. Students of both Shift I and Shift II are given the opportunity to contest for the electoral posts. The investiture ceremony marks a significant beginning for the newly elected office bearers of the council as they don the mantle of leadership and pledge to serve the institution with responsibility. The student council is guided by the Student Affairs Advisor and assisted by a committee in all their activities to enhance quality of life in the campus. The Student council actively works for and implements the ideals of the college in a befitting manner by organizing programmes in consultation with the authorities. They liaison with the Management to inform them about the grey areas of campus life and give suggestions for improvement. They continuously strive to foster and promote cordial relationship between the students, teachers and management. The Council undertakes constructive initiatives towards the general welfare and well-being of the student body. They act as the voice of the student general body during Open Forum discussions and grievance redressal. They play an active role in organizing various events in the college such as Fresher’s day, Independence Day, Annual Day, Sports day, college culturals (Evoluzione), and celebrations of all important festivals. A unique initiative by the Student Council is the Charity collection on the first Friday of every month. The amount collected is used towards scholarship for deserving students. The College ensures that students are involved in decision making process and are empowered to have a say in matters concerning them.

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:

1809

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

54600

5.4.4 – Meetings/activities organized by Alumni Association :

2

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. The practice of committee based management is followed for each of these programmes ensuring representations from the different stakeholder parties to make sure that the Conduct of the entire schedule for all programmes is carried out minimizing bottlenecks and maximizing outcomes.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
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.
Teaching and Learning	Teaching Learning student satisfaction survey is conducted every semester and faculty mentoring is done to ensure quality of teaching does not

	<p>go down. Management facilitates creative teaching through investment in smart teaching aids like Tab facility and training with regards to the same.</p>
<p>Examination and Evaluation</p>	<p>Examinations are conducted through seating allocation assisted by software. Seating arrangements are made and given to all room invigilators to ensure smooth conduct of examination without possibility of malpractice, thus enhancing the quality of examinations and upholding the standard of conduct of the same in the institution.</p>
<p>Research and Development</p>	<p>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. Research Day is observed on campus.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>The Management makes regular 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. AMC ensures the well working of different instrumentations.</p>
<p>Human Resource Management</p>	<p>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. The pay scheme of the institution ensures the satisfaction of its human resources.</p>
<p>Industry Interaction / Collaboration</p>	<p>Industry experts are called as resource persons for workshops, seminars, and as judges for competitions to provide their expertise in a form that can be conveyed 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. The innovation cell helps to further ties</p>

	with industry through linkages forged in the form of MoUs and other innovative initiatives.
Admission of Students	Admission of students was computerized through the MIS. 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 seamlessly online through the software right from acceptance of application upto the payment of fees into the bank and issue of ID card.

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

E-governance 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. Seating arrangements are made and given to all room invigilators to ensure smooth conduct of examination without possibility of malpractice, thus enhancing the quality of examinations and upholding the standard of conduct of the same 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
No Data Entered/Not Applicable !!!				
View File				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
View File						

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
26	26	1	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>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 celebrations are organized to enhance employee morale. Faculty are given cash rewards for 100 percent attendance. Gifts are</p>	<p>Medical Insurance covers the staff in times of medical emergency. Staff celebrations are organized to enhance employee morale. Fees Waiver for support staff wards who are enrolled as students. Staff are given cash rewards for 100 percent attendance. Gifts are distributed at Christmas and Diwali. Staff are benefitted through melas conducted</p>	<p>Medical Insurance policy covers all students. Fees Waiver for economically backward students is made available. Fee Concessions can be applied for by deserving candidates. During extension activities/relief efforts conducted by the college, deserving students are identified and are benefitted. Students are</p>

distributed at Christmas and Teachers day. Faculty are benefitted through melas conducted for essential documents such as Aadhar card, Voter ID, Passport etc.	for essential documents such as Aadhar card, Voter ID, Passport etc.	benefitted through melas conducted for essential documents such as Aadhar card, Voter ID, Passport etc.
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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

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Null	Yes	Null
Administrative	No	Null	No	Null

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

Parents are invited as Resource Persons for Seminars and Judges for Competitions The parents play an important role of acting as liaison between institution and industry for the arrangement of Industrial Visit. Under the committee based management system for college programmes, the parents participate in College Events, particularly contributing to relief extension efforts.

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

Training on e-governance was given to non teaching staff to make them familiar with computer skills. Gifts are distributed at Christmas for the support staff which are useful for their livelihood During onset of pandemic, the college carried out a relief effort in which the support staff were also benefitted

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
No Data Entered/Not Applicable !!!					
View File					

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
Kuyili Women Safety Training Program - Video Launch and Screening	29/06/2019	29/06/2019	50	Nil
Sexual Harassment of Women -Prevention, Prohibition, Redressal and Legal Protection of Women in the Workplace and Educational Institutions "POSH Act 2013"	26/09/2019	26/09/2019	100	50
Installation of Kavalan App for female students	13/12/2019	13/12/2019	600	Nil
Womens Day Celebration	09/03/2020	09/03/2020	300	25
CAPACITY BUILDING ON CHILD RIGHTS & CHILD PROTECTION TO	28/02/2020	28/02/2020	17	17

END ALL FORMS
OF VIOLENCE
AGAINST
CHILDREN (EVAC)

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

15 KW

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	Yes	9
Ramp/Rails	Yes	2
Braille Software/facilities	Yes	Nil
Rest Rooms	Yes	14
Scribes for examination	Yes	14
Special skill development for differently abled students	Yes	14

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
No Data Entered/Not Applicable !!!							
View File							

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	17/06/2019	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 !!!			
View File			

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

1. Planting of water lilies 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 climber archway to enhance green cover.
5. Solar panel power harvesting for institutional purposes.
6. Installation of vermicompost pit.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practices :

1 Title: Open Forum and Focused Group Discussions

Open Forum:
 The College Management always has a view to run the institution keeping the views of all stakeholders in mind. With this objective, the IQAC of the college comes up with different ways to hear the voices of different stakeholder groups. As our primary stakeholders are students, the IQAC decided to run the practice of holding a Forum where students' opinion could be heard and addressed. Before the model examinations and the culmination of a semester, an Open Forum was launched. Student participants for the same were invited to register their names through online portal. On 11th October, the Open Forum was conducted with the IQAC team and the members of the Management. This initiative creates confidence and fairplay between the two important stakeholders - the faculty and the students. The registration for the forum was made available online for a particular time window and all students were informed of it. Around 100 students had registered for the forum. The students came up with good appreciation and innovative ideas for improvement on campus. The panel for the Open Forum consisted of the Director cum Secretary, The Academic Director, The Principal, Vice principal, Academic Affairs Coordinator, Student Affairs Advisor, and the facilitating IQAC team. After the students gave their views, the panel divided the views into domain areas and addressed the students on the same. It was very encouraging to see the students give appreciations and suggestions as it established their confidence in the Institution and the management to take up their views and act on them.

Focussed Group Discussion:
 Even though the College tries to promote an atmosphere of holistic development, it ensures to pay increased attention to the primary focus of academics. In the past, the college had a method of coaching the arrear candidates through remedial coaching to ensure their graduation in time. However, the College faced a bottleneck of understanding students' mindsets when it came to the efforts that they took to clear arrears and ensure timely graduation. It was with this motive that the College decided to do a crackdown initiative on the arrear students to understand their psychological condition in their attempt to clear arrears. Toward this end, on 24th October, a focussed group discussion was arranged for the final year students in association with the Mentoring and Counselling Cell. Students with a history of arrears were invited to attend. The students were given an opportunity to discuss freely and in confidence. This initiative was to help him rethink his own life and identify the setbacks that may have arisen without him/her conscious about it. The initiative was quite a success, considering that the students were not hesitant to discuss about their learning abilities and their efforts to clear arrears. The facilitators of the Mentoring and Counseling cell guided the students through group discussions where the factors hindering the students were noted down and addressed. Feedback was collected and revealed that the students were welcoming of such an initiative and were appreciative of the college management for addressing their academic situation in such a creative manner. At the

publication of semester exam results, it was found that arrears had reduced.

Best Practice 2: Title: Charity Day We live in a world where the culture of excess has inhabited the minds of the younger generation. In order to make the students of this generation more responsible towards the needs of the society and in particular, their immediate environment of fellow students, The Student Council of Patrician College of Arts and Science had decided to initiate an effort to promote a culture of charity replacing the culture of excess. Through a monthly Drive, on every first Friday the members of the student Council would go around to different classes and encourage students to provide funds for charitable purposes. This particular day was denoted as Charity day. Initially the general student population was not able to fathom the motive behind the initiative, and was quite skeptical of the same. However upon repeated information and the continual carrying out of the initiative the student population slowly opened up towards this initiative and ensured to contribute their mite in the promotion of charitable acts on campus. It was only a joyful occasion when the students began to learn the outcome of the initiative in that the funds collected would go towards the educational support students on campus in the form of scholarships. Through the charity day initiative, many students were benefitted with some form of financial support towards payment of fees. Another outcome of the initiative was that the general attitude of students tended to be more supportive and facilitative towards their fellow students on campus. The institution, through the initiative of Charity Day, was also able to make the student population responsible to address the needs of their fellow students and play some part in meeting the same.

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/igac/bestpractice/BestPractices1920.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/igac/bestpractice/institutionaldistinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

The Institution is oriented in the direction towards autonomy as a part of its long term academic 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.