



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	VLB JANAKIAMMAL COLLEGE OF ARTS AND SCIENCE
• Name of the Head of the institution	Dr K RAMAMURTHI
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	0422 2605162
• Alternate phone No.	9486262305
• Mobile No. (Principal)	8838779924
• Registered e-mail ID (Principal)	principal@vlbjcas.ac.in
• Address	KOVAIPUDUR
• City/Town	COIMBATORE
• State/UT	TAMILNADU
• Pin Code	641042
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	12/03/2010
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Self-financing				
• Name of the IQAC Co-ordinator/Director	Dr K VASUDEVAN				
• Phone No.	0422 2605162				
• Mobile No:	9842932777				
• IQAC e-mail ID	iqac@vlbjcas.ac.in				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://vlbjcas.ac.in/filemanager/catalog/PDF/igac/AQAR_2019-2020.pdf				
4.Was the Academic Calendar prepared for that year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://vlbjcas.ac.in/filemanager/catalog/PDF/AQAR/2.3.4/2.3.4_Academic_Calender.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	B++	2.87	2021	17/08/2021	16/08/2026
Cycle 2	A	3.04	2014	05/05/2014	04/05/2019
Cycle 1	B	2.83	2008	04/02/2008	03/02/2013
6.Date of Establishment of IQAC			23/01/2009		
7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
0	Nil	Nil	Nil	Nil	
8.Provide details regarding the composition of the IQAC:					
• Upload the latest notification regarding the composition of the IQAC by the HEI			View File		

9.No. of IQAC meetings held during the year	2
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10.Did IQAC receive funding from any funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
Ensure the quality curriculum designed by the various board of studies	
Review of teaching learning process	
Internal FDP and PDP for teaching and Non teaching staff members	
Monitoring and reviewing the various statutory and non-statutory bodies activities.	
Suggested for the upgradation for campus infrastructure and other facilities. Monitoring the various support services offered to the stake holders.	
12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:	

Plan of Action	Achievements/Outcomes
Implementation of new courses and revision of the syllabus	22 new courses for various Programmes were introduced during the Academic year 2020-2021
Revision of the syllabus in various Programmes	68.16 % of the diverse programmes was revised in the Academic Year 2020-2021.
To provide value added courses to the students	1459 students had undergone value added courses.
To persuade the student support activities in the form of scholarship, placement, skill and extra-curricular activities.	47 students participated and won prizes in various sports activities
Faculty participation in National / International Conferences/Seminars, Orientation Programmes, Workshops, FDP's.	200 Faculties have attended Orientation Programmes, Refresher Courses, Short term Courses, Faculty Development Programmes during the academic year.
13. Was the AQAR placed before the statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name of the statutory body	Date of meeting(s)
Governing Body	30/09/2021
14. Was the institutional data submitted to AISHE ?	Yes
<ul style="list-style-type: none"> Year 	
Year	Date of Submission
01/01/2021	25/02/2022
Extended Profile	

1.Programme	
1.1	32
Number of programmes offered during the year:	
File Description	Documents
Institutional Data in Prescribed Format	View File
2.Student	
2.1	2332
Total number of students during the year:	
File Description	Documents
Institutional data in Prescribed format	View File
2.2	721
Number of outgoing / final year students during the year:	
File Description	Documents
Institutional Data in Prescribed Format	View File
2.3	2221
Number of students who appeared for the examinations conducted by the institution during the year:	
File Description	Documents
Institutional Data in Prescribed Format	View File
3.Academic	
3.1	761
Number of courses in all programmes during the year:	
File Description	Documents
Institutional Data in Prescribed Format	View File
3.2	130
Number of full-time teachers during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File
3.3 Number of sanctioned posts for the year:	130
4.Institution	
4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	750
4.2 Total number of Classrooms and Seminar halls	90
4.3 Total number of computers on campus for academic purposes	492
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	308.92
Part B	
CURRICULAR ASPECTS	
1.1 - Curriculum Design and Development	
1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.	
<p>The institution with the power of Autonomy, designs quality curriculum on the basis of feedback from internal and external stakeholders, by the respective Curriculum Development Cell in accordance with the Vision and Mission of the college. The college takes extreme efforts to update the curriculum twice in every year in correlation with Program Outcomes, Program Specific Outcomes which focus towards the promotion of Employability, Entrepreneurship and Skill Development to meet out the Local, Regional, National and Global requirements. The designed curriculum is proposed in the Board of Studies, and endorsed in the Standing Committee and Academic Council for final approval.</p>	

With the implementation of the quality curriculum, the students, apart from attaining Professional knowledge and Ethics in the chosen discipline, also become efficient in Communication, Exhibit Creativity & Team Work, Innovatively apply their skills in Problem Analysis and Solving, inculcate Positive attitude and become Socially Responsible. The need based, value adding, society driven and industry relevant curriculum assures the stakeholders the overall development of the students to suit the local, national and global requirements.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	https://vlbjcas.ac.in/naac/curricular-design-and-development-1.1#metric-1-1-1

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

15

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	View File

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

761

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

22

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

22

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The diverse programs offered in the institution have assimilated the crosscutting issues relevant to Gender, Environment and

Sustainability, Human Values and Professional Ethics in the curriculum. Adequate effort is taken by the Institution to integrate traverse issues relevant to Gender.

The Multi-dimension of environment and sustainability, finds ample space when it comes to applying them positively into the curriculum. In addressing this issue, a course namely, Foundation Course I: Environmental Studies is offered as a Part IV component for all learners of the Undergraduate Programmes. This Course is designed in such a way that it focuses on thrust areas like Renewable Resources, Eco-Systems, Bio - Diversity, Environmental Pollution and Rain Water Harvesting.

The institution, right from its inception, instills human values to the students by arranging several programmes and through the curriculum designed by the College. A course on Value Education - Ethics and Human Excellence is offered in Part IV to all the learners at the Undergraduate level which gives due importance to Personal Excellence, Social Relevance, Human Rights, Service to the Society, National Cohesiveness, Global Adhesiveness and Spiritual Oneness.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

3

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above	
1459	
File Description	Documents
List of students enrolled	View File
Any additional information	View File
1.3.4 - Number of students undertaking field work/projects/ internships / student projects	
631	
File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File
1.4 - Feedback System	
1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni	A. All 4 of the above
File Description	Documents
Provide the URL for stakeholders' feedback report	https://vlbjcas.ac.in/naac/feedback-system-1.4#metric-1-4-1
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File
1.4.2 - The feedback system of the Institution comprises the following	A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://vlbjcas.ac.in/naac/feedback-system-1.4#metric-1-4-2
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

759

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

623

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Student Induction Programme:

An Orientation programme for the students along with their Parents are organized on the first day of every academic year which enables both the students and parents to get familiarized with the rules and regulations, facilities, co-curricular and activities of our college.

Bridge Course:

To bridge the knowledge gap of the students , the institution offers a week long Bridge Course at the beginning of every year. It is offered to mould the new entrants mentally and physically which helps them to comprehend difficult topics in new subject.

For Slow learners:

Our college bestows priority for mainstreaming such slow learners by offering remedial classes after the End- semester examinations. The remedial classes are scheduled for a minimum of 6 hours for each course.

For Medium Learners:

Each faculty acts as a mentor for the allotted students. The counselors monitor academic performance the students on their issues that affect their ability.

For Advanced learners:

The advanced learners are

- Recommended for Additional Credit Courses, consisting of 2 Credits each. They are offered during Second, Third and Fourth Semester for the UG students and during the Second and Third Semester for the PG students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://vlbjcas.ac.in/naac/catering-to-student-diversity-2.2#metric-2-2-1

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
16/12/2020	2332	130

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences:

The college believes the holistic development of the students is possible through suitable curriculum and student centric learning. Learning methodologies such as experiential learning, participative learning and problem solving methodologies are adopted by the institution to enhance learning experiences. Internship Trainings, Projects, Workshops, Class room activities, outbound trainings, Field visits and Industrial visits are arranged by the department to enhance the learning capabilities.

- Workshops:

Workshops were conducted by different departments to provide hands on experience to their students in their respective disciplines.

- Projects :

The UG and PG students undertake minor and major projects during their course of study. Besides, the advanced learners are encouraged to take up projects funded by organizations like Tamil Nadu State Council for Science and Technology.

- Class Activity :

The students of our institution perform several class activities like Group Discussion, Poster Presentation; Time Management. Hence, learning becomes joyful and long -lasting.

- Field Visits, Industrial Visits :

The departments organize field and industrial visits to the students for gaining practical exposure in the industrial level.

- Outbound training :

The departments organize outbound training to the students for developing the leadership and decision making skills.

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://vlbjcas.ac.in/naac/teaching-learning-process-2.3#metric-2-3-1

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

ICT is one of the economic development pillars to gain national competitive advantage. ICT is broadly used in educational world. The number of teachers using ICT tools is 130 in our college. The number of ICT enabled classrooms in our college is 85. The number of smart classrooms in our college is 2. Teacher, Student, Administrator and every person related to education use ICT.

ICT tools available for teaching and learning Process:

- LCD Projectors
- LAN
- Wi-Fi facility
- Computers
- Software
- Video Conferencing
- Laptop
- Tab

E-resources and techniques used:

- PPT
- CDs
- E BOOKS
- E Journals
- NPTEL
- INFLIBNET
- Live Demonstration (GOOGLE CLASS ROOM, AUDIO, VIDEO LECTURES).
- Smart Class Rooms
- Computer Laboratories with LAN and WiFi connectivity.

The use of ICT is a new phenomenon and it focuses on educational researcher. It poses a challenge to teachers and administrators. NPTEL has been on a mission to help students across India to access quality educational content for free.

Internships are extremely important as it gives the students

practical experience , equips them with industry-relevant skills. The purpose of using technology in teaching is to provide better value.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://vlbjcas.ac.in/index.php?route=informations/information&information_id=946
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

125

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Preparation and adherence to Academic Calendar:

To improve the quality of teaching-learning, our institution prepares Academic Calendar for every year, prepared by the concerned committee which is headed by the Principal. The Academic year is divided into "Odd" and "Even" Semesters; each Semester should have at least 90 days. At the end of 35th day and 70th day Pre-model and Model examinations are conducted. All the particulars related to college are available in advance at regular interval which includes

General regulations, Regulations of an autonomous college, ensuring a Ragging-free campus, Discipline maintenance and conducting examinations as per the dates specified in the calendar.

Teaching plans:

Teaching and evaluation schedules are planned and organized through the following mechanisms.

- The teaching plan is prepared by every course teacher prior to the commencement of the semester and it is recorded in personal log book, includes number of lecture hours, details of topics proposed to be covered, Teaching aids proposed to be used, Date and period of lecture, etc.,
- The Class log book is maintained by the respective tutors.

The Institution evaluates the students' progress based on attendance, seminar and performance in examinations.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full-time teachers against sanctioned posts during the year

130

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	View File

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

23

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

675

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

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

15

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

38

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

The Examination Cell is the backbone of our college. Its purpose is to conduct examinations and declare the results. VLB/CAS has an effective examination system to monitor, Prior, Conduct and Post conduct of Examinations. It comprises of the Chief Controller of Examinations (Principal), The Controller of Examinations, Deputy and Assistant Controller of Examinations and the members.

Conduct of Supplementary and Arrear Examinations: the arrear exams

for the failure students are conducted in the month of August and February. It enables the students to take up the examinations as per their necessity.

Special Supplementary Examinations: Special supplementary examinations for the eligible passed out students are conducted immediately after the declaration of results.

Dummy Numbering System: Introduction of Dummy Numbering System for all the answer scripts.

The remarkable reforms made during the academic year 2020 -2021:

External Examiners: Appointing 100% external examiners for central valuation in End semester Examination from the Academic year 2019-2020.

Process of IT integration:

The examination processes are 100% automated with the installation of "COXCO" software. Following are the areas in which IT is integrated.

- Nominal roll, Exam application ,Hall ticket, Time-table(Date sheet)-generations
- Seating arrangement
- Result declaration and analysis
- Mark sheet generation.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://vlbjcas.ac.in/naac/evaluation-process-and-reforms-2.5#-metric-2-5-3

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

Programme Outcomes(PO), Programme Specific Outcomes(PSO) and Course Outcomes (CO) are derived from Graduate Attributes which defines the qualities, attitudes and dispositions that graduates should possess when they complete their course.

Our Institution has clearly stated the learning Outcomes of the Programs and Courses which moulds the students through the following attributes:

- Attaining Professional Knowledge
- Innovative application of skills
- Exhibiting Creativity
- Inculcating Positivity
- Socially Responsible
- Holistic Development

PO,PSO and CO are drafted on the basis of Department Vision and Mission which reflects the Vision and Mission of our Institution.

PO,PSO and CO describe the skills, knowledge and behavior, that the students are expected to deem them as a good Samaritan. Based on the guidelines given by the IQAC, subject experts, alumni and industrialists, PO,PSO and CO are prepared by the respective Department Heads and Course- in-charges.

The institution follows the mechanism to exhibit PO,PSO and CO for the students and other stake holders.

- PO,PSO and CO are entrenched in the syllabus itself.
- Hard Copy of syllabi and Learning Outcomes are available in departments.
- Soft Copy of the Curriculum and Learning Outcomes of Programmes and Courses are uploaded in institution website.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://vlbjcas.ac.in/naac/student-performance-and-learning-outcomes-2.6#metric-2-6-1

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The attainment of Program Outcomes (PO) and Program Specific Outcomes (PSO) are assessed with the help of outcomes of the relevant courses and through Direct and Indirect Assessment Tools.

Direct Assessment Tools: Knowledge and Skills are assessed through

Continuous Internal Assessment(CIA)and End Semester Examination (ESE)marks.

CIA:Performance of CIA,Assignments,Seminars,Attendance and Skill Evaluation is recorded for 30%.

ESE: Cumulative performances through ESE, Practical Examinations and Project Evaluation are recorded for 70%.

Indirect Assessment Tools: Performance is recorded through Placement, Higher Education, Research and Entrepreneurship.

Process involved in POs, PSOs and COs attainment:

- Relationship of Cos with POs and PSOs are mapped and scored. For Strong,Medium and Lesser association relationship, score 3,2,and 1 are provided and if there does not exists,no score is provided.
- Total score weightage for each POand PSO against CO are calculated.
- Attainment of POs and PSOs of each course contribution is calculated.
- Average attainment is calculated by 80% of Direct and 20% of Indirect Attainment.
- Weighted contribution of CO in attainment of POand PSO is assessed.
- Final attainment is derived by consolidating weighted contribution.
- Average of all final attainment of PO and PSO are calculated and recorded as final attainment.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://vlbjcas.ac.in/naac/student-performance-and-learning-outcomes-2.6#metric-2-6-2

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

721

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://vlbjcas.ac.in/naac/student-performance-and-learning-outcomes-2.6#metric-2-6-3

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

<https://vlbjcas.ac.in/naac/student-satisfaction-survey-2.7>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

Research Policy

Research Policy is to create a vibrant atmosphere for research and thereby motivate faculty members and research scholars.

Undertaking Research :

Faculty members and research scholars of VLBJCAS are expected to undertake research, leading to quality research publications in National and International Conferences of repute and socially useful outcome.

Recruitment and Promotion :

VLBJCAS shall recruit such faculty members and researchers who have demonstrated capability in research. Faculty promotion may significantly depend on research undertaken. The quality of research output, especially research publications, may be assessed on the established yardsticks such as Scopus, SCI Indexed /Impact Factor (IF). Seed money is allocated for various research activities like

applying funding for projects and to the faculty members pursuing Ph.D programme. TA is also provided to faculty members who have attended research related programmes.

Research Management :

Overall research activities are co-ordinated by Centre of Research, VLBJCAS under direct supervision of the Principal. COR Members shall be responsible for overall functioning of research activities and research ethics. The Major and Minor funding project proposals from staff and students are submitted to COR.

Research Incentives :

The Management provides incentives to the teachers after completion of Ph.D. programmes.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://vlbjcas.ac.in/research-promotion-policy
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0.39

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	View File
Any additional information	View File

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	View File
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

30

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The College has created an Innovation cell , Entrepreneurship Development Cell (EDC) ,Research Cell Training and Placement Cell , and Internship Centre for students. Innovation can be nurtured in an academic environment through all student-centric innovative and extension activities. VLB Janakiammal Arts and Science College has a tie up with P.S.G.R. Krishnammal Arts and Science College for Women where VLB JCAS makes use of the incubation centre of P.S.G.R.

Krishnammal Arts and Science College for Women. Besides these, there are various activities conducted to nurture and nourish the minds of youth.

The institution has a dedicated EDC whose basic aim is to encourage college-level students to start their own enterprise. Our Institution has registered in an Institution Innovation Council of Ministry of Education- Innovation Cell in order to promote EDC, IPR, Innovation Cell, and Internship Centre for students and Research cell which motivates the faculty members and the research scholars to submit research proposals.

The college has Training and Placement Cell which ensures job opportunity to student by conducting training programs which focuses to develop essential job and interview skills for the students thereby enhancing their chances of getting selected in the interview.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://vlbjcas.ac.in/naac/innovation-ecosystem-3.3#metric-3-3-1

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

19

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	View File

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check

A. All of the above

through authenticated software

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

3

File Description	Documents
URL to the research page on HEI website	https://vlbjcas.ac.in/research-promotion-policy
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

4

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

1

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

0

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

0

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The institution gives equal opportunity in providing knowledge and quality education to the society. The Institution aims at ensuring holistic development of students and creates equitable citizens of our nation and develop students in Emotional Quotient through their interaction with various challenges. The main goal of Extension activity, to make the students understand the realities of the society and become aware of the social issues. The VLB/CAS inculcates social value and responsibilities to the faculty members and students by imparting extension activities in the neighborhood for holistic development of the society as a part of department activity. Every departments of the institution have their own

department student Associations which play a major role in motivating the students.

The institution encourages creative clubs and has initiated Nammazhvar organic farming club to cultivate the importance of organic farming. The Community Service Club and UBA cell of the institution has conducted a rally on Eco-Tourism to create awareness among the people. It also conducts Entrepreneurship awareness programmes for the students and aims at shaping the budding graduates to become successful businessmen. All the creative clubs have conducted various Awareness programmes, Rally and Street Play, Mime & Drama on Environment Awareness.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://vlbjcas.ac.in/extra_curriculars/leo-club

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

0

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

19

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

892

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration**3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work**

396

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

115

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

The vision of VLB JCAS is to constantly improve the students' learning environment by providing infrastructure on par with the prestigious Institutions in India. The Institution has a total area of 8.1 acres with a plinth zone of 32,809.02 sq.m. The institution

has 3 Academic Blocks and 87 classrooms with 25 LCD projectors, 16 printers, 11 scanners and includes English Language Laboratory and two smart class rooms. It has seven computer laboratories with 557 computers and well-equipped Media and Research lab There is a full-fledged digital library housing 38,406 printed books, 200 printed periodicals (National Journals 79, National Magazines 102, International Journals 16 and 3 Inter National Magazines). More than 3,772,6,000 e-journals and 31,35,000 e-books are available through N-LIST & NDL.

The Institute has widespread 2 seminar halls, 1 conference hall and an open auditorium. Air-conditioned Board Room which is equipped with audio-visual facilities along with recording facility and an excellent sound system. The College has uninterrupted power supply facility with 110 KV UPS and 110 KV Generator.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://vlbjcas.ac.in/filemanager/catalog/PDF/AQAR/4.1.1/4.1.1_additional.pdf

4.1.2 - The institution has adequate facilities for cultural activities, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

Sports :

Our College has spacious ground enough to conduct Handball, Volleyball, Athletic events, Yoga classes and NCC activities. There is a sports room with adequate furniture for storage of sports equipment. The college conducts Outdoor and Indoor sports.

Gymnasium:

The College maintains its own fitness centre which includes Multi station Gym, Treadmill, Bench press, Dumbbells, Bodyweight exercises, Gym ball exercises / Swiss ball exercises, Resistance band exercises, Resistance machine exercises and Stretching exercises.

Yoga Classes :

The students are introduced to Yoga right from their inception into the program. The Institution takes pride in celebrating

'International Yoga Day' involving the student community as a mark of enhancing physical and mental fitness.

Cultural activities :

In order to enhance the extracurricular aspects of the students, VLBJCAS provide a big auditorium, band system, and audio system. The students make use of these facilities and are testified by their performance in various events.

Open air Auditorium:

Our college has an open air auditorium which can accommodate around 3,000 people wherein important events and competitions are usually held.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://vlbjcas.ac.in/filemanager/catalog/PDF/AOAR/4.1.2/4.1.2 Any additional.pdf

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

90

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

33.10

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

1. Name of the ILMS software : AUTOLIB
2. Nature of Automation : Library is a Fully Automated
3. Version : 5.0
4. Year of automation: 2014

The total area of the Library is of 5340 Sq.Ft & 150 seating capacity. It is well stocked and presently has a collection of over 38406 volumes on different subjects. The Library also subscribes about 200 National and International journals. All Prominent National Dailies are also subscribed in the library. The College Library is fully automated and provides user services through computer.

OPAC (Online Public Access Catalog) :

OPAC is a Computer based and supported library catalog designed to be accessed through huge pathway so that library users may directly and effectively search for and retrieve bibliographic records without the assistance of a human intermediary. Library has an Autolib Automation. Features

- Simple, clear interface for Librarians and members
- Union catalogue facility
- Customizable search
- Circulation and borrower management
- Powerful self-service tools for patrons
- Acquisitions, cataloguing, authority control, serials etc
- Full utilization of record with data

Various types of reports can be generated with the use of above mentioned software for various committees and inspections from time to time.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://vlbjcas.ac.in/filemanager/catalog/PDF/AQAR/4.2.1/4.2.1_Any_Additional.pdf

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

0.82

File Description	Documents
Audited statements of accounts	View File
Any additional information	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

75

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	View File

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

- The College has well developed IT policy and facilities accessible to both staff and students.
- The college has firewall to safe guard against cyber attack.
- The College has existing stock of 557 in the year 2020-2021
- In order to provide good internet access, now it has been upgraded to 50 Mbps in 2020-2021..
- The Wi-Fi facilities have been provided from the academic year 2020-2021 has been upgraded with 10 Mbps in the current year for both students and staff members.
- Audio-video materials uploaded in Labs for the students to enhance their communication skills.
- Information about upcoming events is also available on the website. It included the time and date along with details and event. All the events uploaded with the photographs and minutes of the event for easy access.
- The college has 87 classrooms and 2 Seminar halls and 1 Conference hall that are enabled with LCD facilities along with Wi-Fi/LAN facilities.
- Every year, the college has allocated budget for updating its IT facilities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
2332	492

File Description	Documents
Upload any additional information	View File
4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus	B. 35 Mbps - 50 Mbps
File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	View File
4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing	A. All four of the above
File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://vlbjcas.ac.in/filemanager/catalog/PDF/AQAR/4.3.4/4.3.4_E_Content%20Development_Facilities.pdf
List of facilities for e-content development (Data Template)	View File
4.4 - Maintenance of Campus Infrastructure	
4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)	
34.76	
File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.

VLB JCAS ensures and follows a systematic procedure for the purchase as well as maintenance of these infrastructural facilities and equipments. At the end of financial year, stock verification is done by the internal audit.

Library Maintenance Policy:

- The Librarian and his crew regularly monitor the condition of the library stock; maintain rare books collection, issue and maintenance of the books.
- Librarian monitors all the purchase related to library.
- Suggestion note is kept inside the reading room to take users' feedback which helps a lot in introducing new ideas regarding library enrichment.

Computers and Laboratory Maintenance:

- Regular maintenance of Computer Laboratory equipments are done by System Administrator along with Lab Programmers..
- Updating of software is done periodically as per the requirements from various departments.

Classroom Maintenance:

- VLB JCAS has high-quality infrastructure which facilitates better instruction, improves student outcomes, and reduces dropout rates, among other benefits.
- The maintenance and minor repair of furniture and other electrical equipments is carried out by Maintenance Officer.

Sports Infrastructure Maintenance:

- Physical Director monitors all the purchases related to Sports.
- All the requirements are conveyed to the Administrative Officer who assigns the works either to Project Manager or to the Maintenance Officer as per the demands

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://vlbjcas.ac.in/filemanager/catalog/PDF/AQAR/4.4.2/4.4.2%20%20Additional.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

71

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

228

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	https://vlbjcas.ac.in/naac/student-support-5.1#metric-5-1-3
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

434

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	View File

5.2 - Student Progression	
5.2.1 - Number of outgoing students who got placement during the year	
52	
File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
5.2.2 - Number of outgoing students progressing to higher education	
75	
File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	View File
5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year	
5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year	
0	
File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	No File Uploaded
5.3 - Student Participation and Activities	
5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year	
11	

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

-
- Manavar Mandram, The Student council of VLBJCAS encompasses Chairman and secretary from III and II year respectively. They are selected on the basis of academic performance with good skills and percentage of attendance gained in previous semester.
- Department Association comprises of senior Staff as Co-ordinator, Chairman from final year and Secretary & Joint Secretary from II & I year classes who help the department in coordinating all the academic events, co-curricular and extra-curricular activities.
- Placement Committee comprises of coordinator for the overall institution, Staff & Student representatives from III yr in various departments who appointed as placement in-charges of their respective classes and assist in communicating the placement details.
- Sports Committee comprises of Director of Physical Education, Asst. PD and student representatives from PG Streams as an overall in-charges, Captain & Vice-captain from III & II yr UG and sports students from various departments.
- NSS comprises of Principal as a convenor and four members of faculty with two students volunteers and one secretary and joint secretary. They assist in conducting activities, organizing camps and awareness programs.
- NCC comprises Principal as a convenor, one faculty co-ordinator, 2 Staff and 2 students as the members.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://vlbjcas.ac.in/naac/students-participation-and-activities-5.3#metric-5-3-2

5.3.3 - Number of sports and cultural events / competitions organised by the institution

02

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	View File

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The Alumni Association which comprises of Chairman, Vice-Chairman, Secretary, Joint Secretary & 2 Executive members. Plays a vital role in the institution and nurtures Alumni Association to facilitate alumni to contribute towards the development of the institution.

The purpose of establishing alumni association is:

- To encourage, foster and promote close relations among alumni themselves
- To guide and assist Alumni who have recently completed their courses
- To utilize the experiences of old students
- To get valuable suggestions from Alumni

The members of Alumni Association meet at regular intervals and help the institution in Designing the curriculum, Upgradation of facilities & providing placement opportunities.

They assist current students and alumni, in career planning and placement.

- Commerce streams organized alumni interactions on Employers Needs, Campus to Corporate, Corporate Experience.
- B.ScCS&HM department conducted alumni interaction on A Career in Housekeeping.
- B.ScCS department organized the interaction programs on Designing & Editing Using Photoshop & Corel Draw.
- BCA department organized alumni interaction on Application of Frame Network.

- B.ScIT&CT department conducted Alumni interaction Program on Product Based vs Service Based Company.
- Mathematics department conducted alumni interaction Program on Current Career Option.

Alumni are the asset to the organization, their contributions and involvement increases the reputation of the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://vlbjcas.ac.in/filemanager/catalog/PDF/AOAR/5.4.1/5.4.1.pdf

5.4.2 - Alumni's financial contribution during the year

D. 2 Lakhs - 5 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

Vision

Accomplishing excellence in academic and holistic development by fostering values and commitments.

Mission

- To inculcate knowledge and empower the younger generation.
- To provide a rigorous education in principles of arts, commerce and science education and to provide broad knowledge of the fundamentals.
- To equip students with transferable skills-critical thinking, communication, and complex problem solving skills-that are needed to adapt and succeed in a rapidly evolving world.
- To develop skills that will enable graduates to become leaders in and make significant contributions to their chosen profession and to the social environment in which it

functions.

- To instill in our graduates the highest ethical standards and sense of professionalism, cultivating curiosity in the arts, sciences and humanities and providing the background and encouragement necessary to support lifelong learning.

•The leadership in the Institution is through an organizational structure framed with Ordinances of the University and with Vision Mission of the College.

The Principal directs the College in execution of its Vision and Mission, and guides the faculty members at all levels.

- The Principal ensures that the Academic and Administrative procedures are monitored through regular ISO audits by the committee members.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://vlbjcas.ac.in/vision-mission

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

To ensure Institution's management system development and continuous improvement various committees and boards are formed.

Secretary is the Chief-Patron of the Institution and Principal is the Chairman for all the academic activities of the institution. Principal's leadership includes:

- Planning and executing academic programs.
- Framing Strategic Plan.
- Representing College in academic bodies - UGC, AICTE, NAAC-IQAC and University.
- Representing Statutory and Non-Statutory bodies.
- Interaction with stake holders.

The Institution practices decentralized and participative management approach in all its activities, initiatives and decision making by involving all the faculty members. Various committees review the

progress periodically and take necessary actions for ensuring excellence in respective areas.

Case Study : Curriculum/Programme Review Process

- Various Stakeholders' participation - Faculty members, Students, Industry experts, External subject experts, Experts from research organizations and Alumni - in the assessment process.
- Constitution of the Curriculum Development Committee for the review and development of the courses and programmes as per the Industrial requirements.
- Constitution of Advisory Body, Board of Studies and Academic Council.
- Approval of Course Curriculum, Programme structures for the Academic Council.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	https://vlbjcas.ac.in/filemanager/catalog/PDF/AQAR/6.1.2/6.1.2_Any%20Additional.pdf

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The Strategic Plan provides a comprehensive road map that will lead the college forward for the next five years—serving as a blueprint for our future, supporting the college mission, vision and values and ensuring the success of our students. The Institution has framed Strategic Plan for the improvement in the key areas of Education, Human Resources Organization and Infrastructure.

The Strategic goals framed in Education is to improvise the learning outcomes of the students, to provide value added courses, The Strategic goals framed under the head Human Resources Organization is to Upgrade the faculty members to current global practices, Encourage and support faculty members to pursue Ph.D, Improving

institutional information management through E-Governance, to collaborate with industries and sign MoU.

The Strategic goals framed under the head Infrastructure is to improve infrastructure parallel to introduction of new courses, to create a relaxing zone with the improved provision of landscaped areas, cafeteria, indoor sports facilities'.

Activity : To collaborate with Industries and sign MoU

During the academic year 2020 -2021 the college has signed 5 MoU's to organize Workshops, Guest Lectures and to design Curriculum.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://vlbjcas.ac.in/filemanager/catalog/PDF/AQAR/6.2.1/6.2.1_AnyAdditional.pdf
Upload any additional information	View File

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

The VLBJ Trust, comprises of the Chairman, CEO & Secretary and Principal in the top layer in the organogram of the Institution. The board manages the affairs of the institution through planning and supervision. The Governing Body is the statutory decision making body of the college, wherein the members of the Board of Management have adequate representation. The Governing Body approves a quality strategy and sets a framework for the smooth running of the college. The Governing Body meets twice a year to deliberate on the activities and approves the minutes of the Academic Council, budget proposals of the Finance Committee and new initiatives for the future. Based on the directions received from the Academic Council, the Principal, implement after consultation with the Chairman and CEO and Secretary of the College. Decision making is decentralized in all the levels of the institution.

The Vice-Principal, IQAC Co-coordinator, Controller of Examinations, Office Superintendent, Administrative Officer, Maintenance Officer,

System Administrator and Transport Officer to shoulder the administrative responsibilities entrusted to them by the Principal in day-to-day activities. The HODs with support of faculty members, play a pivotal role in the micro-level management of the departments on academic and student affairs.

File Description	Documents
Paste link to Organogram on the institution webpage	https://vlbjcas.ac.in/filemanager/catalog/PDF/NAAC/Organogram_of_VLBJCAS.pdf
Upload any additional information	View File
Paste link for additional Information	https://vlbjcas.ac.in/filemanager/catalog/PDF/AQAR/6.2.2/6.2.2.pdf

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

- **Employees' Provident Fund :**

The Institution pays PF to the Teaching and Non-teaching staff members as per the statutory norms.

- **Group Medical Insurance :**

The College provides medical insurance under The New India Assurance from the employee's date of appointment.

- Educational Fee Concession for wards of the Non- Teaching Staff Members :

The Management provides concession in tuition fees to the wards the deserving non-teaching staff

- Uniform for Teaching and Non-Teaching Staff Members

Teaching and Non-Teaching staff members are provided with two sets of uniform.

- Financial assistance to promote research activities :

The college reimburse expenses of the members of faculty who present research papers in international conferences. Further, seed money is provided for research projects to carry out major and minor projects for ICSSR and NCERT.

- Transport facility :

College is operating bus services from different locations for faculty members at nominal charge.

- Financial assistance as advance payment :

The management provides facility for advance payment to non-teaching staff members against their salary, on request.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://vlbjcas.ac.in/filemanager/catalog/PDF/AQAR/6.3.1/6.3.1.pdf

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

10

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

3

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

53

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Internal and External audit is carried out by the institution periodically.

Internal Audit:

The Board and Management cross check by verifying internal controls such as operating effectiveness, risk mitigation controls and compliance with any relevant laws or regulations.

An Internal auditor is deputed by the management to carry out the internal audit periodically. The Documents related to accounts are maintained by the Accountant. The accounts related documents are audited regularly; and annual internal audit report along with physical verification report is submitted by the Internal Auditor.

External Audit:

Every financial year, the annual income and expenditure are submitted to the External Auditor. The college submits required records during the audit. Based on the audit report remedial actions are performed within a week.

The financial audit of accounts of VLBJCAS for the Academic Year 2020-21 was conducted in August 2020.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://vlbjcas.ac.in/filemanager/catalog/PDF/AQAR/6.4.1/6.4.1.pdf

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Fund Mobilization and Utilization:

The funds for the institution are mobilized through the following sources:

- Students Tuition Fees
- Alumni

Fund Mobilization through Students' Tuition Fees:

The nominal tuition fees are collected from students and quality education is offered to needy students. The funds generated through tuition fees are utilized for salary disbursement, infrastructural development, social responsibility activities.

Fund Mobilization through Alumni:

Alumni members are self-motivated to contribute generously for the developmental activities of the institution. During the year 2020 - 2021, a sum of Rs. 3,73,750 has been contributed by the alumni, which is utilized for student welfare activities.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://vlbjcas.ac.in/filemanager/catalog/PDF/AQAR/6.4.3/6.4.3.pdf

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The IQAC of the College plays a vital role in institutionalizing quality assurance strategies through varied means. The Management tracks the activities and evaluates the decisions made by IQAC.

Practice -01 :

During 2020-2021, the cell recommended to motivate faculty members to apply for funding projects. These projects will help promote the teachers' personal growth as they will be able to pursue research in varied subjects of their interest. The students will also get benefitted through the exposed teachers. It will boost innovation in institutions of higher education.

Practice -02 :

During 2020-2021, the IQAC cell had suggested to organize Faculty Development programmes, Professional Development Programmes for the benefit of the teaching and non teaching members.

The Program provides opportunities for faculty to reflect on current knowledge about the practice of effective teaching and learning through dialogue, assessment and research.

Incremental improvements made for the preceding year :

- The Initiative is taken to prepare staff for ICT based teaching technologies for which periodical trainings were given for teaching, software and research.
- ICT infrastructure is updated with higher connectivity and more WiFi access points.
- Fees concession for meritorious students and fee waived for sports students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://vlbjcas.ac.in/filemanager/catalog/PDF/AQAR/6.5.1/6.5.1.pdf

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

IQAC takes a continuous review of teaching learning process in the Institution. It comprises of Principal, Heads of all the departments and senior members.

Review of Teaching Process:

During the commencement of each semester the faculty members prepare and submit the lesson plan for 12 weeks which is monitored by the Principal through the heads of the departments. The students are enriched through Institutional Training, internship programme, field visits, outbound training, project-work and guest-lectures.

Review of Learning Process:

After admissions, students are inducted to college through Bridge Course. Class Committee meetings are conducted in the middle of each semester and necessary action are taken based on the representations made. Remedial classes are conducted to weaker students. Pre-placement training is provided for final year students.

Review of Learning Outcome :

The following are the success rate of the students in the final examination:

- During 2020 - 2021, out of 756 students appeared, 721 students passed.

Placements through Campus Recruitment:

- During 2020-2021, 52 students were placed through campus recruitment.

Attainment of Final Outcome:

The Programme Outcomes are analysed and reviewed by the IQAC based on PO, PSO and CO.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://vlbjcas.ac.in/filemanager/catalog/PDF/AQAR/6.5.2/6.5.2_IQAC_Review_Minutes.pdf

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution

A. Any 4 or all of the above

Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

File Description	Documents
Paste the web link of annual reports of the Institution	https://vlbjcas.ac.in/filemanager/catalog/PDF/AQAR/6.5.3/Annual%20Report.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

VLBJCAS gives importance to gender equality in all aspects of its functions. It has various Committees like Grievance Redressal Committee, Student Welfare Committee Anti-Sexual Harassment Committee and Anti-Ragging Committee to vigil gender equality and security. A 'MoU' is signed between our Institution and Professional Psychiatrist and Counselor, for the purpose of offering counseling to the students. Due to the Covid 19 issues one to one personal counseling as well as group counseling has been avoided. Two common rooms, First aid Kit, Sufficient number of toilets for (boys and girls) and necessary medicines, as well as Special toilets are also available for Differently Abled students. Vending Machines are installed in ladies toilets to burn used napkins. Women are given equal importance in sports and other Co-curricular activities. Girl students participated & Won in State level, & National level Sports activities. Also from each class girl representative has been nominated to give the priority for girls grievances representation.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

The institution has complete control over the waste management system which includes

- Solid waste
- Liquid waste
- E waste

SOLID WASTE MANAGEMENT:

The institution takes all effective measures to keep the campus free from plastics and other hazardous waste. Every month 38 kg paper is collected here and converted as biodegradable waste. A composite b is also dug here. A biogas plant is installed at a cost of rupees 190000 in which it is used as the cooking gas for men's hostel. Napkins are disposed through incinerators.

LIQUID WASTE MANAGEMENT:

Everyday 4650 litres of wastewater from canteen and laboratory is used for garden. About 16000 litres of water is used per day in bathrooms and it is connected to the drainage system which is used for gardens.

E- WASTE MANAGEMENT:

MOU has signed to two local vendors to collect the use electronic devices, conditioners and stabilizes. All the e- wastes are discarded by the department and sent to the local vendors.

Electronic waste materials of all forms of electronic equipments like IT equipments, desktops, monitors, laptop, servers, modems, converters, toners, waste materials equipments containing radioactive, chlorofluorocarbons, polychlorinated biphenyls or other hazardous wastes are distributed to the local vendors.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

A. Any 4 or All of the above

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy undertaken by the institution

<p>7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:</p> <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities 	A. Any 4 or all of the above
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

<p>7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of</p>	A. Any 4 or all of the above
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reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

VLBJCAS embraces all aspects of human diversity and values to ensure the necessity of a vibrant learning community. We are committed to provide a college community that is supportive, safe and welcoming. Students of various culture study in our Institution. All students are treated equally and they unite together to celebrate all important festivals. Due to Covid Pandemic situation and adhering to precautionary measures grand celebrations & events has been avoided, only few has been given importance in online mode like Pongal fest & Bharathiyar Birthday celebrations. The Students were participated from various departments for the online drawing contest with the topic "SamathuvaPongal". As a part of this celebration, our students participated in online contests like speech & Reciting Poem competition. Also To praise the language and its importance International mother language day has been celebrated in online mode.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

Our Institution takes initiatives in providing a platform for the students to perform the role of responsible citizens through various

programmes Role of Social Responsibility in the development of Nation, Contribution of youth towards communal harmony and integrity, Independence Day and Republic Day is celebrated in our Institution every year in order to impart the constitutional obligations and values of national integration among the students and employees. On this day, a special speech is arranged which induces the feeling of patriotism in the young minds. To highlight the Role of Social Responsibility in the development of Nation, National Service Scheme team of our college organized a online Voting awareness programme. Our students develop social and civic responsibility and democratic attitude through right to vote (voting awareness) special campaign program through online webinar session. The students and staffs are oriented thoroughly through various awareness programmes mentioned above in order to plan, execute and evaluate meaningful activities for the benefit of the society. The vision of our Institution is to accomplish excellence in academic and holistic development by fostering values and commitment in the higher education by motivating the students to actively participate in community service to inbuilt the spirit of social responsibility.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

A. All of the above

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The National and International commemorative days and events are regularly organized in our Institution.

Dr. A. P. J. Abdul Kalam's birth anniversary is celebrated every year in our Institution since he is an idol of thousands of scientists and young blood. This year online webinar has been organized on 15.10.2020 to mark the importance of the day.

International Women's Day is a global day celebrating the social, economic, cultural and political achievements of women. In this regard, this year online webinar has been organized on 9.3.2021 to mark the importance of the day.

World Environment day is celebrated in our Institution on June 5th every year. To make students more participative, Seed planting activities have been conducted on 12.8.2020 in their home towns.

National Energy Conservation Day is conducted every year on December 14th in our Institution. It aims to showcase India's achievements in energy efficiency and conservation. On marking the importance of the day online webinar has been conducted on 12.2.2021.

Swami Vivekananda's Birth Anniversary is celebrated as National Youth day every year in our Institution to motivate our students. In this regard, this year online webinar has been organized on 11.1.2021 to mark the importance of the day.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

BEST PRACTICE NO: 1

"ARAM CHEIYYA VIRUMBHU" - Desire to Do Virtue

- Puthiyana Virumbhu'-Distribution of Educational Material to Government & Government Aided School Students.
- Blood Donation
- Orphanage Aid

For the previous years the above mentioned best practices were organized in the motto of serving the society and needy people. But due to Covid Pandemic issues and adhering to the precautionary measures direct mode visiting and donating programmes have been avoided temporarily and it has been planned for its continual process to exist for the future years.

As a tremendous support amongst all the self financing colleges, our college management has taken sincere efforts & Contributed their support by providing Covid Relief Fund to the needy.

BEST PRACTICE NO: 2

PERKS FOR SPORTS MERITORIOUS STUDENTS

VLBJCAS plays a major role in promoting sportsmanship among the students by offering perks to meritorious students. Concession for Education, Food and Accommodation is provided to deserving sports students. Students are provided with ample opportunities to exhibit their sports talents. They are trained by well qualified Physical Directors, to participate in the sports events conducted at various Levels.

The college has well maintained play ground and well-equipped gym for the students to practice and maintain their fitness. The athletes are trained exclusively by well experienced trainers to excel in their sports and games.

File Description	Documents
Best practices in the Institutional website	https://vlbjcas.ac.in/naac/best-practices-7.2
Any other relevant information	https://vlbjcas.ac.in/filemanager/catalog/PDF/AQAR/7.2.1/7.2.1 Best Practices.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

COVID SCHOLARSHIP(MERIT SCHOLARSHIP) :

VLB Janakiammal College of arts and science is giving an opportunity & a great support scholarship programs. This is an initiative of helping the backward students who are economically affected during the Pandemic situation. Newspaper advertisements have been given to boost up their higher education and career development. These scholarshipscheme encouraged many students to join in our prestigious institution during the pandemic period. Moreover it helped the students to continue their Undergraduate and Post graduate programmes. The beneficiaries will also be provided with mentoring and guidance.

COVID AWARENESS PROGRAMME :

The Pandemic brought forth new challenges for the entire world. The expected social norms had to be changed drastically in order to deal with the contagion. In our VLBJCAS we have rose to the contribution by providing Covid awareness Programme to the distressed and vulnerable people. The Cadets of NCC unit organized a street awareness programmes. The NCC cadets were participated in many social service programmes like Statue cleaning, educating the Public to wear the mask in pandemic period. These activities inculcates humanity and unconditional commitment towards Public service and Social responsibility among the students.

File Description	Documents
Appropriate link in the institutional website	https://vlbjcas.ac.in/naac/institutional-distinctiveness-7.3
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Due to the situation of pandemic and the online mode practices many programmes and functions of various clubs and centres were unable to contribute much .After new normal period, we have planned for the startups of many best practices as follows.

- To establish the Centre for Research to promote and elevate the quality of research and publications also to train the faculty on writing various proposals to government agencies for new projects.
- To establish the Centre for Faculty Development which is expected to result in improved teaching performance and better learning outcomes for the students and teachers.
- To establish the Centre for Competitive Examinations for creating awareness about the government service examinations and provide quality coaching and motivational lecture for students and outside aspirants.
- To establish the Centre for Human Excellence to fulfill the purpose of complete education by equipping their Body, Soul and Mind to inculcate the values and ethics.
- To extend more exclusive student welfare programmes like Dental checkup camps, Eye checkup camps, Bank account opening services, Passport applying services and etc .,
- We have planned for more Institutional social responsibility activities.