

**ARUMUGAM PILLAI SEETHAI AMMAL COLLEGE
THIRUPATHUR**

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year

2012-2013

1. Details of the Institution

1.1 Name of the Institution

ARUMUGAM PILLAI SEETHAI AMMAL COLLEGE

1.2 Address Line 1

MADURAI ROAD

Address Line 2

RANASINGAPURAM
PANCHAYAT

City/Town

THIRUPATHUR
SIVAGANGAI - DISTRICT

State

TAMILNADU

Pin Code

630 211

Institution e-mail address

principal@apsacollege.com

Contact Nos.

04577-266176

Name of the Head of the Institution:

Dr.N.MOHANRAJ

Tel. No. with STD Code:

04577-266176

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 **NAAC Track ID** (For ex. MHCOGN 18879)

OR

1.4 **NAAC Executive Committee No. & Date:**

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B ⁺⁺	81	2005	Up to 20.9.2010
2	2 nd Cycle	B	2.4	2012	Up to 14.09.2017
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC :

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

Latest Assessment and Accreditation by NAAC was given only in September 2013. Hence, in the previous year (2011-2012) we have submitted only the SSR.

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (PhysEdu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

Alagappa University
Karaikudi

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

Autonomy by State/Central Govt. / University	Nil		
University with Potential for Excellence	Nil	UGC-CPE	Nil
DST Star Scheme	Nil	UGC-CE	Nil
UGC-Special Assistance Programme	Nil	DST-FIST	Nil
UGC-Innovative PG programmes	Nil	Any other (<i>Specify</i>)	Nil
UGC-COP Programmes	Nil		

2. IQAC Composition and Activities

2.1 No. of Teachers	13
2.2 No. of Administrative/Technical staff	1
2.3 No. of students	-
2.4 No. of Management representatives	-
2.5 No. of Alumni	-
2.6 No. of any other stakeholder and community representatives	-
2.7 No. of Employers/ Industrialists	-
2.8 No. of other External Experts	-
2.9 Total No. of members	14

2.10 No. of IQAC meetings held : 4

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total No.s. International National State Institution

(ii) Themes

- ❖ ICT methods in teaching learning
- ❖ Research Methodology

2.14 Significant Activities and contributions made by IQAC

- In order to prepare the students for the university examination in advance, internal test usually conducted by the departments is converted in to centralized common internal test as like university pattern.
- Motivated faculty members to present research papers in the seminars and publish papers in the journals. Consequently, 27 research papers have been presented in journals.
- Monitored remedial coaching, common internal test and tutorial scheme.
- Motivated the faculty to apply for minor project.
- IQAC has motivated the staffs those who have not registered Ph.D. to register.
- IQAC also advised all departments to conduct PTA meeting on every semester to review the performance of the students.
- Under the constant monitoring of IQAC, Eco-friendly campus is being maintained.

- IQAC has motivated all the students to undergo extracurricular course to develop computer skills and spoken English.
- IQAC has arranged special coaching classes for entry in service examinations.
- IQAC has inculcated value based education to the students through yoga.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

PLAN OF ACTION 2012-2013	OUTCOME 2012-2013
❖ Campus interview	Campus interview conducted 60 students got employment
❖ Common internal examination	An examination committee has been formed to conduct common internal test
❖ Competitive examination skill to students	Special coaching given to students who appeared for competitive examination
❖ Construction of new buildings	Four class rooms were constructed
❖ Consultancy service to the govt. departments and to the society	Department of Zoology extended consultancy to forest department for maintaining vettangudi bird sanctuary and identification of birds
❖ Enrichment classes	Special coaching classes taken for the toppers to score university rank and distinction
❖ Entry level bridge course	Bridge course given to first year students.
❖ Greening the campus	Tree plantation was done inside the campus. A new garden was developed near Physics department
❖ NET /SLET coaching	NET /SLET coaching classes were conducted for PG
Network resource centre	A network resource centre was inaugurated for the benefit of students to get web data at free of cost
❖ Orientation and Refresher course for staff	Three faculty members attended orientation course and nine members attended refresher course
❖ Paper presentation by all	27 Research papers presented by various faculty

research departments	members.
❖ Ragging free campus	There is no incident of ragging within the campus
❖ Remedial coaching	Remedial coaching given to weaker students
❖ Renovation of building	Auditorium and Gents toilet buildings renovated. Overhead Water tank installed and regular watering is given to plants
❖ Strengthening medicinal plants garden	Seven new species of plants introduced.
❖ Tobacco free campus	The campus is kept free from tobacco usage
❖ Tutorial scheme	Tutorial classes conducted regularly for the weaker students
❖ Value education to students	Value education provided through environmental education and yoga.

*** Academic Calendar of the year as Annexure I**

2.15 Whether the AQAR was placed in statutory body

Yes No

Management Syndicate Any other body

Provide the details of the action taken

- ❖ Instructed to organize National seminars.
- ❖ Safe drinking water was provided through reverse osmosis unit
- ❖ Power supply improved.
- ❖ On the request of IQAC, Networking facilities extended to office, library and departments
- ❖ Reforms in internal examinations.
- ❖ Laboratory facilities improved and new instruments purchased.
- ❖ Office automation software installed.
- ❖ Mass tree plantation programme was conducted to green the campus.
- ❖ Additional furniture provided for class rooms.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	5	-	5	-
PG	5	-	4+3	-
UG	11	-	1	-
PG Diploma	1	-	1	-
Advanced Diploma	-	-		-
Diploma	3	-	3	-
Certificate	2	-	2	-
Others	-	-	-	-
Total	30		19	-
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	20
Trimester	-
Annual	5

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

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

Analysis of the feedback is in Annexure- III

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

No, Since our institution is an affiliated one and comes under Alagappa University, we do not have autonomy to update our syllabus. However, the university revise the syllabus once in three years

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

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
70	41	27	-	2

2.2 No. of permanent faculty with Ph.D.

26

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
3	7	-	-	-	-	-	-	3	7

2.4 No. of Guest and Visiting faculty and Temporary faculty

21

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	1	24	2
Presented papers	-	27	-
Resource Persons	-	-	2

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

- ❖ Inculcation of ICT method of teaching to the students
- ❖ Multiple Choice Questions for skill based paper.
- ❖ Bridge course are given to first year students

- ❖ Conducting remedial and enrichment classes
- ❖ Students are encouraged to take part in seminars by using power point.
- ❖ Students are encouraged to participate in group discussion in related to their subjects and to general studies.
- ❖ Interdisciplinary classes are being practiced.
- ❖ Field trainings are given to the students. For example, students were sent to banks to learn the banking practices, to understand various banking instruments and to help the general public in their various transactions.

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

180

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

- ❖ In order to prepare the students for the university examination in advance, IQAC has suggested to conduct centralized common internal test in the University Examination pattern.

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

14

2.10 Average percentage of attendance of students

85

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I Class %	II Class %	III Class %	Pass %
B.B.E	36	-	50	11	-	61
B.A. History	22	-	32	36	5	73
B.A English	58	-	17	52	-	69
B.Sc Maths	41	15	73	5	-	93
B.Sc. Physics	33	6	64	3	-	72
B.Sc. Chemistry	36	6	30	-	-	36
B.Sc. Zoology	36	-	28	-	-	28
B.Sc. Computer science	46	2	44	2	-	48
B.Com	105	36	36	-	-	72
B.B.A	58	-	52	36	-	88
B.Sc. I.T	38	8	45	-	-	53
M.A. Economics	12	-	-	-	-	100
M.A.English	-	-	-	-	-	-
M.Sc.Maths	13	-	54	-	-	54
M.Com	37	-	97	-	-	97
M.Phil. Eco	8	-	100	-	-	100
M.Phil .English	3	-	100	-	-	100
M.Phil. commerce	10	-	90	-	-	90

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

- IQAC advises all the departments to collect feedback from the students through Structured Questionnaires related to Teaching Learning process and subsequently IQAC evaluates and make necessary changes on teaching and learning practices.
- IQAC give suggestions to the students to undergo remedial and enrichment courses depending upon their performance in the previous university examinations
- Instructions are given to those staff members who are found with snag in technical skills and complacency in work for their improvement.
- IQAC encourages all the staff members to attend Refresher, Workshop and other Faculty Improvement Programme in order to update their knowledge in the concerned subjects.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	9
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	3
Faculty exchange programme	-
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	18	-	15	11
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- IQAC encourages staff members for paper presentation, publication of papers in the referred journals and publication of books.
- IQAC motivates the entire faculty to apply for major and minor research projects, workshops etc.
- IQAC motivates all the departments to conduct National Seminars, Conferences, Workshop and hands on training program etc.
- IQAC promotes scientific awareness among school children by conducting science exhibition.
- Encourages post graduate and research students to participate in intercollegiate seminars, workshops and competitions
- IQAC have advised the departments to go for industrial tie-ups in R & D Sector.
- IQAC motivates the department to go for outreach activity in the villages.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				-
Outlay in Rs. Lakhs				-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	6	6	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	7	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

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

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level	<input type="text" value="70"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="28"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="13"/>
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="14"/>
		Any other	<input type="text" value="-"/>

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

- ❖ Blood donation camp was jointly organized by Youth Red Cross, National Service Scheme and National Cadet Corps in our college campus on 10.7.2012 in collaboration with Department of Health, Government of Tamilnadu and Red Cross Society, Government of India in which 100 units of blood was donated.
- ❖ Department of Botany organized a self employment training program for self Help groups, unemployed youth and differently abled peoples on mushroom culture and Vermicompost production on 26.07.12 in our college campus. Nearly 150 peoples participated in the program.
- ❖ Three II B.Sc Zoology students underwent a special training on animal preservation organized by Government Museum, Sivagangai from 30.7.12 to 3.8. 12.
- ❖ All undergraduate students spent two days in extension activities towards community service
- ❖ Three units of Boys and one unit of Girls NSS units are conducting camps at villages for community service. Further, NSS volunteers are involved in community service on Public Welfare Programmes like health camp, temple festivals, etc

- ❖ NCC unit also extend support to community welfare activates on request by the public and Government departments.
- ❖ Department of Zoology extend support to Forest Department in conservation of Vettangudi Bird Sanctuary.
- ❖ In commemoration with the National Children’s Science Congress, Science Departments conduct training programme to the graduate and post graduate teachers of the school education department.
- ❖ Science departments support school children in doing science projects in the laboratory and in the field .
- ❖ Faculty members of the Science Departments participate as evaluators in the District Level Competitions conducted by the National Children’s Science Congress.
- ❖ Students of Maths Department taking classes in Panchayat Union school, Thiruppathur

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	87 acres	-	-	87 acres
Class rooms	48	-	-	53
Laboratories	6	-	-	6
Seminar Halls	2	-	-	2
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	4	UGC	4
Value of the equipment purchased during the year (Rs. in Lakhs)	-	5,66,070.00	UGC	5,66,070.00
Others	-	8	UGC & Management	6,30,503.00

4.2 Computerization of administration and library

- ❖ A new section of E-books introduced
- ❖ Reading area increased
- ❖ Internet browsing facility extended to undergraduate students
- ❖ Finance section that involves fee collection, salary disposal, fund utilization and scholarship were computerized

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	30012	1780070.51	993	171201.0	31005	1951271.51
Reference Books	540	2380.3	53	28795.00	593	31175.30
e-Books	75000	5000 (N-LIST)	-	-	75000	5000 (N-LIST)
Journals	5	4862.00	6	1691.00	11	6553.00
e-Journals	3000	5000.00	-	-	3000	5000 (N-LIST)
Digital Database	-	-	-	-	-	-
CD & Video	135	-	105	1069	240	1069.00
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	75	2	11	9	2	11	17	-
Added	6	-	-	-	-	-	-	-
Total	81	2	11	9	2	13	17	-

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

- ❖ Network Resource Centre was established in our college campus. Students and staff members are allowed to surf the internet at any time during the college hours.
- ❖ Ten new computers were added with already existing 75 computers. Eleven Internet connections are available in the college. Teachers who needed training to use ICT methods were trained by IQAC.

4.6 Amount spent on maintenance in lakhs :

i) ICT	1,31,925.0
ii) Campus Infrastructure and facilities	2,16,980.0
iii) Equipments	43,740.00
iv) Others	5,17,660.0
Total :	9,10,305

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- ❖ IQAC initiated Group Personal Accident Insurance policy cover for all students.
- ❖ IQAC stressed the importance of maintaining students health to the management and thus Yearly Master Health Check-up was conducted to all students through the Sri.N.AR. Nagarajan Memorial Medical Camp that was jointly organized by the college and Apollo Hospital.
- ❖ IQAC recommended Youth Red Cross Wing to maintain a data base of the Blood Group of all students, which mutually helps the students and the society as and when needed in case of emergency.
- ❖ IQAC motivates the students to take part in sports activities through physical education department.
- ❖ IQAC give awareness to the fresher's about the various scholarships available to them under different categories.
- ❖ In canteen, safe drinking water is provided at free of cost.
- ❖ IQAC recommended the Library to equip the open access digital books, e-resources, net connectivity and reprographic facilities to support the students.

5.2 Efforts made by the institution for tracking the progression

- IQAC monitors the remedial and enrichment classes frequently by constituting a committee.
- Spoken English class and computer class for first year students are inculcated apart from their curriculum.
- After the announcement of university results, parents are invited and their wards' performance in the exams are discussed.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1618	129	-	-

(b) No. of students outside the state

-

(c) No. of international students

Men	No	%	Women	No	%
	481	28		1266	72

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
37	428	-	1283	3	1751	27	376	--	1340	4	1747

Demand ratio = 1:2 Dropout % = 1

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

- Students are motivated to attend all competitive examinations. Special coaching by staff members are given to the students. IQAC has recommended the Library to increase the books on competitive skills for their preparation.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

- ❖ Each faculty member is allotted to a group of students as their ward. The tutor interacts with his ward. If there is any problem, the particular students were given counselling by inviting experts. Counselling cell takes personal attention to the students. If needed, the parents are called and discussed regarding their wards.
- ❖ Career guidance cell display the advertisements of entry in service examinations and higher education courses. It also arrange trainings and campus interviews.

No. of students benefitted

45

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
4	150	60	35

5.8 Details of gender sensitization programmes

- ❖ International Women's day is celebrated on 8th March. Women celebrities from different sectors are invited to motivate the girl students.
- ❖ In addition, in all departments girl students are motivated for higher education and employment through association meetings and special lectures.

5.9 Students Activities**5.9.1 No. of students participated in Sports, Games and other events**

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

Supporting agency	Number of Students	Amount
Financial support from institution	-	-
Financial support from government	1032	20,01,238.00
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

- ❖ Campus interviews arranged
- ❖ Library working hour extended up to 4.30 PM
- ❖ Reprographic facilities have been provided.
- ❖ Food menu varieties have been increased in the canteen.
- ❖ Adequate safe drinking water facility has been provided.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- a. Ensures that the vision and mission of the institution is in tune with the objectives of the higher education policies of the nation?
- b. Translates its vision statement into its activities?

VISION AND MISSION STATEMENT OF OUR INSTITUTION

- ❖ Eradication of illiteracy
 - ❖ Eradication of poverty and unemployment through educational attainments
 - ❖ Upliftment of socially and economically suppressed.
 - ❖ Education to all irrespective of caste, community and religion.
 - ❖ Communal harmony through education.
 - ❖ At least, one graduate in every home.
 - ❖ Free education and free boarding for destitute.
 - ❖ Higher education at low cost.
 - ❖ Vocational training along with regular academic programmes.
- The vision and mission statement of our institution given above is in tune with the national interest and higher education policy such as education to all irrespective of caste, community and religion, eradication of poverty and unemployment through educational attainments and higher education at low cost.
 - The major activity in concordance with the vision and mission statement is graduate and post graduate in education and research to all sections of the community.

6.2 Does the Institution has a management Information System

NO

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

6.3.1 Curriculum Development

- Several staff members have been appointed as member in Board of Studies. Our faculty members give suggestions for framing new syllabus. Staff members give necessary ideas to the staff members who are in the Board of Studies.

6.3.2 Teaching and Learning

- The management has been periodically reviewing the performance in academic activities and motivates the staff to achieve good results and encourages the staff to go for further studies under FDP.
- All the faculty members are trained to handle classes through ICT mode.
- Smart Class are being introduced to staff members.
- Faculty members are encouraged to involve in research and publish their findings in journals and conferences. Consequently, during this year, our faculty members have published 6 papers in international, 6 in national journals and 7 in conference proceedings.
- Similarly, 27 papers in national and International seminars/conferences have been presented by our faculty members.

6.3.3 Examination and Evaluation

- Two Internal Assessment Tests are being conducted by the respective departments to the students and their performance is evaluated and necessary steps are taken by conducting remedial and enrichment classes to the students.
- Internal assessment marks are evaluated strictly based on the written test, assignments and seminars to the students

6.3.4 Research and Development

- IQAC has advised all the departments to organize seminars, workshops, conference by applying to various funding agencies.
- IQAC encourages the staff to go for further studies under Faculty Development Program
- IQAC advices all the departments to go industrial consultancy services.

- IQAC recommends faculty members to apply for Major and Minor Research Projects under various funding agencies.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library has been allotted Rs. 1,24, 962 for the purchase of books and Journals
- Network facility has been provided to office computers..
- New instruments have been purchased in Physics, Zoology, Chemistry, Computer Science, and Botany for Rs. 78,451,2,94,975, 9,030, 25,000,, and 53,025 respectively.

6.3.6 Human Resource Management

- Management identifies the socially, economically down trodden students and facilitate them to get all types of scholarship from Government of Tamilnadu.
- Effective executive skills and effective employability skill are provided to the students through invited lectures, group discussions, mock interviews, experience sharing, etc. .
- Special training programmes like Spoken English, Internet and Office Automation, MS Office were given to students.
- Faculty members are given exposure through training, workshop, seminar and conference etc.

6.3.7 Faculty and Staff recruitment

All the permanent teachers are recruited as per the norms of the UGC. The following criteria is considered for recruitment of staff members

- Qualification
 - Publication
 - Teaching experience
 - Research experience
 - Extracurricular skill.
 - Social motto etc.,
- An interview committee is formed to conduct the interview for teaching and non-teaching recruitment as per the UGC guidelines.

6.3.8 Industry Interaction / Collaboration

- Students are encouraged to visit various industries and research centres of their interest to visualize the practical application of what they have studied.

6.3.9 Admission of Students

- The Government reservations and guidelines are strictly followed.

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> ➤ Financial assistance is provided through Thrift Society.
Non teaching	<ul style="list-style-type: none"> ➤ Training on soft skills ➤ Training on Office automation ➤ Financial assistance is provided through Thrift Society.
Students	<ul style="list-style-type: none"> ➤ Fees Concession ➤ Student Counseling Centre ➤ Remedial and enrichment coaching ➤ All Students are insured under Group Personal Accident Policy ➤ Free health checkup ➤ Soft skill training ➤ Self employment training program ➤ Learning through e-books ➤ Campus interview ➤ Financial help in times of need.

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done

 Yes No

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

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

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

For UG Programmes Yes No

For PG Programmes Yes No

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

Our institution has come under Alagappa University, and we do not have any exclusive powers to make any reforms at our discretion. Hence, the reforms made by the university are followed by our institution.

- Pass marks is calculated on the basis of the marks obtained in Internal tests.
- Alagappa University conducts supplementary examination for those students who failed in only one subject at the end of the sixth semester.
- Students who couldn't attend the internal test are given one more chance if there are genuine reasons.
- Multiple Choice Questions pattern is adopted in selected subjects (Skill Development Subjects)

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

Not Applicable

6.11 Activities and support from the Alumni Association

- One of our Alumni B.Singaravelan, CFO, Rosyblue, Dubai recruiting two students from our college every year.

- Another Alumni S.Karthikeyan has deposited Rs.2,00,000/- as corpus fund. The interest amount is paid as scholarship to the students.
- Prominent Alumni were invited to deliver special lectures to the students on their fields of specialization. It serves as a motivation to the current students .
- Alumni who excel in various field were invited to our college to motivate the current students.
- Alumni members provide financial assistance to the toppers and economically weaker students.
- Alumni members have contributed for the construction of new building.

6.12 Activities and support from the Parent – Teacher Association

In the beginning of every academic year PTA meetings were organized to discuss dos and don'ts. for the students. through tutorial scheme. The performance of each and every student was analyzed and the parents were informed the necessary remedial action from their side. The parents' suggestions were taken into consideration for the qualitative improvements of their wards. Health Check-up to the parents, students and public is arranged through the Sri.N.AR. Nagarajan Memorial Medical Camp.

6.13 Development programmes for support staff

- Special training to operate MS- Office, Tally software to non-teaching staff.
- Loan through Thrift Society
- Social gathering
- Technical training

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

- Plastic Free Campus
- Tobacco Free Campus
- Tree plantation
- Recycling of biodegradable waste
- Herbal Garden
- Rain Water Harvesting
- Adopting few trees by every departments

Criterion – VII

7. Innovations and Best Practices

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

- Encouraging the non- teaching staff to write the departmental test and undergo training on computer skills
- Self employment training program for the students
- Insurance coverage for all students
- Educational tour and field activity
- Interactive sessions and group discussions
- Eco-friendly campus
- Participation of stakeholders in the planning and execution of academic and non-academic programmes
- Save the little heart programme
- Medical camp for all stake holders
- Blood donation through YRC , RRC, NSS and NCC

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

- Campus interview conducted ,60 students got employment
- An examination committee has been framed to conduct common internal test
- Special coaching was given to students who appeared for competitive examination
- Four class rooms were constructed
- Department of Zoology extended consultancy to forest department for maintaining vettangudi bird sanctuary and identification of birds
- Special coaching classes taken for the toppers to score university rank and distinction
- Bridge course given to first year students.
- Tree plantation was done inside the campus. A new garden was developed near Physics department

- NET /SLET coaching given to Post Graduate students
- A network resource centre was inaugurated for the benefit of students to get web data at free of cost
- Three faculty members attended orientation course and nine members attended refresher course
- 27 Research papers presented by various faculty members.
- There is no incident of ragging within the campus
- Remedial coaching given to weaker students
- Auditorium and Gents toilet buildings renovated.
- Over head Water tank installed and regular watering is done to the seedlings.
- Seven new species of plants introduced in the Medicinal Plants Garden.
- The campus is kept free from tobacco usage
- Remedial classes conducted regularly for the weaker students
- Value education provided through environmental education and yoga.

7.3 Give two Best Practices of the institution

1. Title : Save the Little Heart
2. Title Inculcation of Reading Habits
(Enclosed as Annexure IV)

7.4 Contribution to environmental awareness / protection

- ❖ A rally was conducted by Youth Red Cross committee of our college in Thiruppathur town on harmful effects of Plastics. 100 students actively participated in the rally by displaying placards, raising slogans and distributing pamphlets.
- ❖ Nearly, 1000 seedlings were raised and distributed to the students.
- ❖ 100 seedlings planted within the campus.
- ❖ In the Vettangudi Bird Sanctuary, taking Census on birds' population was done by zoology students..
- ❖ Large scale awareness is created among the students and public on the importance of natural resources and its conservation through extension activities.

7.5 Whether environmental audit was conducted?

Yes

No

7.5 Any other relevant information the institution wishes to add (for example SWOT Analysis)

-Nil-

8.Plans of institution for next year

- ❖ Competitive examination skills training to the students
- ❖ Construction of new building
- ❖ Entry level bridge course
- ❖ Greening the campus
- ❖ NET/SLET coaching
- ❖ Implementation of Faculty Improvement Programme
- ❖ Paper publications in journals
- ❖ Keep the campus free from tobacco
- ❖ Keep the campus free from ragging
- ❖ Remedial coaching to the students who failed in the semester exam
- ❖ Strengthening medicinal plants garden
- ❖ Implementing tutorial to weaker students
- ❖ Inculcating value education to students
- ❖ Enrichment classes for toppers
- ❖ Campus interview
- ❖ Introducing common internal test
- ❖ Extension service to Govt. departments and to the Society
- ❖ Counselling cell
- ❖ Establishment of Equal Opportunity Cell
- ❖ Arrangement of interdisciplinary classes for students.
- ❖ Promotion of research
- ❖ Promotion of computer knowledge
- ❖ Renovation of buildings
- ❖ Introducing smart classes
- ❖ Strengthening PTA and Alumni

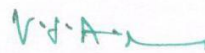


Name & Signature of the

Director/Coordinator, IQAC

**Coordinator
IQAC**

**Arumugam Pillai Seethai Ammal College
Thiruppethur**



Name & Signature of the

Chairperson, IQAC

PRINCIPAL

ARUMUGAMPILLAI SEETHAI AMMAL COLLEGE

TIRUPPATTUR-630 211

Sivagangai Dist.



ANNEXURE – III

Feedback analysis report

Feedback from Students

Appreciations

- Cordial approach by the teachers.
- Moral and financial support from the staff members for the needy persons.
- Extra coaching classes (Remedial and Enrichment courses).
- Group Personal Accident Insurance for all students.
- Career guidance

Suggestions

- ICT method of teaching
- Book bank scheme to be introduced for economically weaker students.
- Canteen facilities to be increased.
- Reprographic facilities needs to be improved in the library.
- More number of E-books is to be introduced in the department library.
- More number of smart classes.
- Need more buses.

Feedback from Parents

Appreciations

- Cordial student-teacher relation
- Discipline is maintained in the college campus..
- Apollo Master Health Check up for parents and general public.
- Group Personal Accident Insurance for all students.
- Spoken English class and computer courses for all students.

Suggestions

- Needed additional transport facility.
- Post graduation courses for science department.
- Campus Interview for all departments.

Feedback from Alumni

Appreciations

- Invitation of alumni for college functions
- Best exposure to the students through various departmental activities.
- Employment opportunities through campus interviews.
- Employment oriented training courses.

Suggestions

- To strengthen the association network through social media.
- More number of campus interview to be conducted.
- Require more number of industrial visits, field trips and educational tours.
- Expert lectures to be arranged.
- Intimation of college activities through e-mail, Facebook and Whatsapp.


Coordinator
IQAC
Arumugam Pillai Seethai Ammal College
Thiruppethur


PRINCIPAL
ARUMUGAMPILLAI SEETHAI AMMAL COLLEGE
TIRUPPATTUR-630 211
Sivagangai Dist.



ANNEXURE-IV

PRACTICE – I

Title :Save the Little Heart

(ii). Objective

- **To serve the poor peoples who are suffering from cardiac problems.**
- **To disseminate the social service to the needy peoples.**

(iii). Context

- Considering the poverty and poor health status of the people in the backward area, we entered into an MoU with Apollo Hospital, Madurai to conduct free medical camp at our institution. In addition, the Management, Staff and Students contribute liberally every year to the heart surgery of children under the umbrella of “Save the Little Heart Programme” of the Apollo Specialty Hospitals, Madurai. **We are the pioneer in educational institutions in India to implement such programme. So far, we have supported the heart surgery for 50 children.**

(iv)Execution of the Practice

- Every year on the eve of the birthday of our Late President, Thiru N.AR.Nagarajan, Management, Staff and Students contribute generously to the heart surgery of the children. In addition to that, apart from cardiac problems, other medical tests are also conducted. This programme is open to all sections of the public.

(v) Evidence of Success

- Our program has created a positive widespread awareness about health among the public residing in and around Thiruppathur.
- Every year two children are benefitted through this program.
- Through this program, social responsibility is created among the faculty, students and also to the public.

Problems Encountered:

- Lack of motivation and awareness among the public about health..
- Complacency of the public who were diagnosed with some problems.

Outcome

- Every year, nearly 1000 peoples participate in the program and they are getting benefitted.
- Positive widespread awareness about health among the public.
- Every year two children benefitted through this program for heart surgery.
- Social awareness is evolved among the faculty and students.
- Year to year, response from the public has been found to be supportive and encouraging.

Practice II:

Title :Inculcation of Reading Habits

i) Objective

- ❖ To initiate the reading habits among the students.
- ❖ To improve the general knowledge in various fields.
- ❖ To search for Job opportunities.

ii) Context

Reading habits are well planned and deliberate pattern of study which have attained a form of consistency on the part of the students towards academic subjects and passing at examination. In our college, newspaper both English and Tamil version is provided to the students at subsidized rate throughout their degree programs. This helps them to create positive reading habits among themselves. This mode of practice enables them to improvise their soft skills, memory power and compete in interviews. In our college, most of the peoples are from rural villages who have studied the pre-degree course in Tamil medium. Since our college offers the courses in English medium only, these students find difficulty in reading the lessons. Hence, there is strong need to inculcate the reading habits among the students in order to improve their standards.

iii) Evidence of Success

- Proficiency in English language has been improved .
- Students feel less pressure in writing the exams in English.
- Students could update themselves to the latest events in current affairs and sports.
- Many students are successful in clearing the on-campus and off-campus interview.

- At the end of activity, students gain self-confidence in language

(vi). Problems Encountered and Resources Required

- Students at their entry level feel uncomfortable in English medium of class room teaching.
- Since the students belong to economically weaker section of the society, they are unable to purchase the newspapers and magazines.
- Motivational techniques are required to below average readers.

(vii). Outcome

- ❖ Students successfully get placement in campus interviews.
- ❖ Reading habits has become a part and parcel of their lifetime.
- ❖ Students are themselves established excellent readers through positive reading habits.

