

**ARUMUGAM PILLAI SEETHAI AMMAL COLLEGE  
THIRUPATHUR**

**The Annual Quality Assurance Report (AQAR) of the IQAC**

Part – A

**AQAR for the year**

2014-2015

**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.V.S.A.SUBRAMANIAN

Tel. No. with STD Code:

04577-266176

Mobile:

9443949383

Name of the IQAC Co-ordinator:

DR.N.RAMANI

Mobile:

9443013014

IQAC e-mail address:

iqac@apsacollege.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

**OR**

1.4 NAAC Executive Committee No. &amp; Date:

EC/61/RAR/42

(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:

apsacollege.com

Web-link of the AQAR:

apsacollege.com/AQAR

1.6 Accreditation Details

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

1.7 Date of Establishment of IQAC : DD/MM/YYYY

18.06.2007

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

- i. AQAR – 2012-2013 – 02.05.2016  
 ii. AQAR- 2013-2014 - 08.05.2016

#### 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 (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

#### 1.11 Name of the Affiliating University (for the Colleges)

Alagappa University

**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		UGC-CPE	
DST Star Scheme		UGC-CE	
UGC-Special Assistance Programme		DST-FIST	
UGC-Innovative PG programmes		Any other ( <i>Specify</i> )	
UGC-COP Programmes			

**2. IQAC Composition and Activities**

2.1 No. of Teachers	7
2.2 No. of Administrative/Technical staff	1
2.3 No. of students	2
2.4 No. of Management representatives	1
2.5 No. of Alumni	2
2.6 No. of any other stakeholder and community representatives	1
2.7 No. of Employers/ Industrialists	1
2.8 No. of other External Experts	1
2.9 Total No. of members	16

**2.10 No. of IQAC meetings held** : 12

**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 Nos.

International

National

State

Institution

(ii) Themes

- ❖ Research methodology
- ❖ Carbon Trading
- ❖ Internet and Office Automation
- ❖ MS-Office
- ❖ Ethical values

## 2.14 Significant Activities and contributions made by IQAC

- Monitored remedial coaching, common internal test and tutorial scheme.
- Motivated the faculty to apply for minor project. Thus, four minor projects have been sanctioned
- Motivated faculty members to present research papers in the seminars and publish papers in the journals. Consequently, 30 faculties attended seminars and 20 research papers have been published in journals.
- IQAC have motivated the staffs those who have not registered Ph.D. to register. Hence, 18 faculty members have enrolled in Ph.D. in various universities and actively involved in research.
- IQAC also advised all departments to conduct PTA meeting on every semester to review the performance of the students.
- IQAC arranged seedlings from the forest department and encouraged tree plantation in the campus and outreach programmes.
- Under the constant monitoring of IQAC, the campus is kept free from tobacco usage and ragging.
- IQAC has motivated all the students to undergo part time 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.
- IQAC helped to conduct four national seminars.
- IQAC played an active role in Golden Jubilee Celebrations of our college. It encouraged the successful conduct of following programs
  1. Intercollegiate competitions
  2. Exhibitions
  3. Intercollegiate sports competitions
  4. Mini marathon
  5. Intradepartmental competition

### 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	Achievements
❖ Remedial coaching	Remedial coaching given to average and below average students
❖ NET /SLET coaching	NET /SLET coaching given to all PG students
❖ Entry level bridge course	Entry level bridge course given to all first year students
❖ Common internal examination	Common internal examination held
❖ Digital question bank	Digital question bank established and kept open access to the students in the college library.
❖ At least one minor project in each department	Four minor projects are ongoing and two minor projects were sanctioned and applied for three minor projects.
❖ Major project	Nil
❖ IQAC seminar	5
❖ Research seminar/workshop	Four National Seminar conducted
❖ Paper presentation by all research departments	98 research papers presented in seminars and 7 more papers in conference proceedings.
❖ Paper Publication in Journals	Peer reviewed – International - 12 ; National -7 : Proceedings - 7
❖ Ph.D. registration by faculty members.	15 Faculty members registered Ph.D.
❖ Publication of research journals	Two research journals are being published.
❖ Publication of book by faculty members	4 books have been published and chapter edited in book 1.
❖ Interdisciplinary training for staff	3 interdisciplinary training conducted

❖ Interdisciplinary classes for students	Interdisciplinary classes were conducted for the students for skill based subjects
❖ Academic audit	Done
❖ Gender audit	Done
❖ Greening the campus	200 seedlings planted
❖ Trainings to farmers	Training on sustainable agricultural practices given to farmers
❖ Complete database of students blood group	Database on student's blood groups prepared.
❖ Tutorial scheme	Tutorial scheme implemented
❖ Campus interview	1 campus interview conducted
❖ Strengthening PTA and Alumni	Periodical Alumni and PTA meetings conducted and they played major role in Golden Jubilee Celebration
❖ Value education to students	Value education given to all third year students
❖ Ragging free campus	No incidents of ragging
❖ Competitive examination skill to students	Coaching given for second and third year students
❖ Consultancy service to the govt. departments and to the society	Faculty members offered consultancy service to Forest and Education departments
❖ Training for museum specimen preparation	Since Archaeology Department, Government of Tamilnadu has not organized any training program, students could not attend the training.
❖ Renovation of building	Women rest room buildings renovated
❖ Construction of new buildings	Foundation for new building with five class rooms laid
❖ Promotion of computer knowledge	Computer training to teaching, non teaching and all third year students has been given
❖ Orientation and Refresher course for staff	1 faculty members attended refresher course and 1 faculty members attended orientation programme.



❖ Paper publication in the peer reviewed journals	19 papers have been published.
❖ Strengthening medicinal plants garden	Three new species introduced
❖ Tobacco free campus	Campus is free from tobacco usage
❖ Enrichment Courses	Enrichment classes conducted for good toppers
❖ Office automation	All sections of the office has been computerized
❖ Golden jubilee	Golden jubilee was celebrated in a grand manner
❖ Library automation	A digital data base of the stock and delivery of books has been prepared.

\* 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

<ul style="list-style-type: none"> <li>❖ Safe drinking water was provided through reverse osmosis unit</li> <li>❖ 45 KVA Automatic Generator was installed for uninterrupted power supply</li> <li>❖ Networking facilities extended to office, library and departments</li> <li>❖ LCD projectors and green boards provided for effective teaching</li> <li>❖ Laboratory facilities improved and new instruments purchased in science departments for basic scientific research</li> <li>❖ Office automation was initiated with computers and automation software</li> <li>❖ Bar-coding system was introduced in library</li> <li>❖ A permanent public address system was installed</li> <li>❖ Mass tree plantation programme was conducted to green the campus.</li> <li>❖ Additional furniture provided for class rooms.</li> <li>❖ Equal opportunity centre was strengthened through effective programmes.</li> </ul>
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## 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+3	-	4+3	-
UG	11	-	1	-
PG Diploma	1	-	1	-
Advanced Diploma	-	-	-	-
Diploma	3	-	3	-
Certificate	2	-	2	-
Others	-	-	-	-
<b>Total</b>	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 in the 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
66	34	30	-	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
-	11							-	11

2.4 No. of Guest and Visiting faculty and Temporary faculty

29

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	-	-
Presented papers	2	95	1
Resource Persons	-	-	8

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

Centralized internal tests are being practiced in our college in order to facilitate the students to take up the University exams in a fearless and commendable manner. This method produced positive results in terms of university results.

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

13
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**2.10 Average percentage of attendance of students**

85
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### 2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A (Eco.EM)	34	-	38.25	38.25	-	76.5
B.A. History	17	-	12	23	6	41
B.A English	53	-	4	32	15	51
B.Sc Maths	38	24	72	3	-	99
B.Sc. Physics	35	14	60	-	-	74
B.Sc. Chemistry	39	5	41	-	-	46
B.Sc. Zoology	25	-	24	4	-	28
B.Sc. Computer science	42	-	17	12	-	29
B.Com	104	1	27	37.5	-	66
B.B.A	52	-	30.8	63	2	96
B.Sc. I.T	39	10	49	3	-	62
M.A. Economics	12	-	100	-	-	100
M.A.English	6	-	33	67	-	100
M.Sc.Maths	10	-	100	-	-	100
M.Com	24	4	79	-	-	83
M.Phil. Eco	7	-	100	-	-	100
M.Phil .English						
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 concern subjects.

### 2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	1
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	1
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	38	15	3	12
Technical Staff	-	-	-	2

## 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 all the 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 to 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		4	2	-
Outlay in Rs. Lakhs		6,90,000.00	9,50,000.00	-

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	12	7	-
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	2	UGC	9,50,000.00	7,20,000.00
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			9,50,000.00	7,20,000.00

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	-	4	-	-	-
Sponsoring agencies	-	UGC	-	-	-



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
1	-	-	1	-	-	-

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="40"/>	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="7"/>
		Any other	<input type="text" value="-"/>

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

- ❖ In commemoration of the Golden Jubilee celebration, tree plantation, arts and science exhibition were organized for the school children and public people. Each department spent two days for the extension activity in a year and it is mandatory as per the curriculum.
- ❖ In our college, Youth Red Cross Society has a Blood Donation Wing which categorizes the students based on their blood groups. During emergency situation, students voluntarily donate blood to the needy people. In addition, Blood Donation Camp was organized in our campus in collaboration with Department of Health, Government of Tamilnadu and Red Cross Society, Government of India in which 110 units of blood was donated.
- ❖ Our college organize Free Medical camp in collaboration with Apollo Hospital, Madurai for stakeholders of our institution and the public.
- ❖ Subsequently, our college organized a social initiative namely “Save the Little Heart” program for the past one decade. Our management, teaching and non teaching staff members and students donate generously to the program in order to save the children with cardiac ailments. The amount collected on this year was **Rs. 10,00,000**. We have saved 50 children’s through this program.

## 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	53	-	-	53
Laboratories	6	-	-	6
Seminar Halls	2	-	-	2
No. of important equipments purchased ( $\geq 1$ -0 lakh) during the current year.	1	5	UGC & Alumni	6
Value of the equipment purchased during the year (Rs. in Lakhs)	-	11,13,301.00	UGC & Alumni	11,13,301.00
Others				

#### 4.2 Computerization of administration and library

- ❖ Library stocks and lending are digitalized.
- ❖ Two computers has been installed in office for automation process.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	32287	2175115.51	662	94086	32949	2269201.51
Reference Books	622	54524.30	27	7540	649	62064.30
e-Books	83000	5000.00 ( N-LIST)	14300	-	97300	5000.00 ( N-LIST)
Journals	16	14220.00	6	7500	22	21720.00
e-Journals	5000	5000.00 ( N-LIST)	1000	-	6000	5000.00 ( N-LIST)
Digital Database	-	-	-	-	-	-
CD & Video	253	3983.25	31	3130.86	284	7114.11
Others (specify)	-	-	-	-	-	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	85	2	11	9	2	11	17	
Added	6	-	-	-	-	2	-	
Total	91	2	11	9	1	13	17	

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

- ❖ IQAC recommended the faculty members to develop their course content in the ICT method.
- ❖ Since Government of Tamil nadu has distributed free Laptops to our students, they are trained to work with MS-Office and Internet and Office Automation.
- ❖ Almost every department have been equipped with net connectivity, students are also trained to use internet for their subject knowledge, downloading e-content, filing online application, etc.,

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	1.82
ii) Campus Infrastructure and facilities	11.32
iii) Equipments	0.24
iv) Others	5.76
<b>Total :</b>	<b>19.14</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- ❖ Girls Rest Room has been renovated at a cost of Rs. 8, 00,000.
- ❖ Number of food varieties has been increased
- ❖ In canteen, safe drinking water is provided at free of cost.
- ❖ Additional R.O unit for hygienic potable water has been installed.
- ❖ Library has extended the working hours till 5.30 pm for the benefit of the students.
- ❖ Educational tour and field trip have been arranged for the students.
- ❖ Students are covered under accidental insurance policy.
- ❖ Sports equipments and kits have been increased.

#### 5.2 Efforts made by the institution for tracking the progression

- Remedial and Enrichment classes are frequently monitored and evaluated 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 is discussed.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1854	77	20	-

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	568	29.1		1383	70.9

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
25	398	-	1318	-	1741	30	402	-	1519	-	1951

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. 310 books have been purchased for their preparation.

No. of students beneficiaries

160
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#### 5.5 No. of students qualified in these examinations

NET	<input type="text" value="-"/>	SET/SLET	<input type="text" value="-"/>	GATE	<input type="text" value="-"/>	CAT	<input type="text" value="-"/>
IAS/IPS etc	<input type="text" value="-"/>	State PSC	<input type="text"/>	UPSC	<input type="text" value="-"/>	Others	<input type="text" value="-"/>

#### 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 with them.
- ❖ 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

75
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#### 5.7 Details of campus placement

<i>On campus</i>		<i>Off Campus</i>	
Number of	Number of Students	Number of	Number of Students Placed

Organizations Visited	Participated	Students Placed	
1	60	50	25

### 5.8 Details of gender sensitization programmes

- ❖ International Women's day is celebrated on 8<sup>th</sup> 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	869	26,76,392.00
Financial support from other sources	4	14,000.00
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 5.30 PM
- ❖ Internet facilities provided
- ❖ LCD projectors arranged for student's seminar
- ❖ Field trips and study tour arranged
- ❖ Safe drinking water facility provided in the canteen
- ❖ Girls rest room renovated



## 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 section 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.
- ICT training to the students.
- 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 12 papers in international, 7 in national and 7 in conference proceedings.
- Similarly, 95 papers in national level and 2 in International level have been participated and presented papers by our faculty members.

### **6.3.3 Examination and Evaluation**

- Two Centralized Internal Assessment Tests were conducted for all the students in order to prepare them for the semester exam well in advance.
- Internal assessment marks are evaluated strictly based on the written test, assignments and seminars by the students.
- Based on the performance of the internal assessment test, Remedial and enrichment classes were given to the respective students.

### **6.3.4 Research and Development**

- Four UGC sponsored National Level Seminars were organized by departments of Economics, Commerce, Physical Education and Zoology and Botany.
- UGC Minor Research projects undergoing – 4 numbers.
- In addition, Two UGC minor research projects has been sanctioned for 9,50,000.00
- Dr. S. Mariyarathinam, Associate Professor in Economics, received Tamilnadu State Award from Tamil Nadu Government for the best research articles.

- The departments who conducted National Seminars have established functional collaboration with the regional and National resource agencies to improve the quality of the seminar.

### **6.3.5 Library, ICT and physical infrastructure / instrumentation**

- Library has been fully automated by installing barcoding, scanning entrance register and issue of books to an amount of Rs. 2,99,775.00
- Four class rooms have been upgraded as Smart Classes.
- Library has subscribed to N-LIST and INFLIBNET which provides thousands of full text peer reviewed journals and books.
- **Volume of books in the library has been increased.**
- Automatic Generator to give instant power supply was installed.
- Network facility provided to office computers..
- New instruments have been purchased in Physics, Zoology, Chemistry and Computer Science for Rs. 1,50,000, 1,49,889 ,1,33,141 and 1,50,000 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 lecture, group discussion, mock interview, 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 studied.
- Department of Zoology, Economics, Commerce and Physical education had collaborated with WWF-India, District Industries Centre, Sivagangai, Chamber of Commerce, Karaikudi and Kabbadi Association; Karaikudi respectively to organize UGC sponsored national seminars in our college.

### 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"> <li>➤ Financial assistance is provided through Thrift Society.</li> </ul>
Non teaching	<ul style="list-style-type: none"> <li>➤ Training on soft skills</li> <li>➤ Training on Office automation</li> <li>➤ Financial assistance is provided through Thrift Society.</li> </ul>
Students	<ul style="list-style-type: none"> <li>➤ Fees Concession</li> <li>➤ Student Counseling Centre</li> <li>➤ Remedial and enrichment coaching</li> <li>➤ Insurance Scheme for Students under Group Personal Accident Policy</li> <li>➤ Free health checkup</li> <li>➤ Soft skill training</li> <li>➤ Self employment training program</li> <li>➤ Learning through e-books</li> <li>➤ Campus interview</li> </ul>

**6.5 Total corpus fund generated**

Rs. 2,40,000.00

**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 comes 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 irrespective 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 reasons are genuine
- 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**

- Alumni Association has generously donated for developing infrastructure facilities in the campus.
- International get together was arranged in the campus on the commemoration of Golden Jubilee Celebration. The Alumni members released a video of our founder's achievement.
- 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.
- One of our Alumni who is a Chief Financial Officer in a Multi National Company at Dubai recruits two students every year.
- Alumni members have contributed for the construction of new building.

**6.12 Activities and support from the Parent – Teacher Association**

- At the beginning of every academic years, PTA meeting was conducted to explain dos and donts.
- Parent – Teacher meeting were organized periodically to discuss the progress of the students Parents are invited by each department and the academic performances of their wards are discussed.
- In case of violation of college rules and regulations, the parents are called and informed about their child.
- PTA encourages the parents of the students to participate in Apollo health check up held annually in the college.

**6.13 Development programmes for support staff**

- Supportive staffs were given special training to operate software pertaining to College office
- 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.**

- Educational tour and field activity
- Interactive sessions and group discussions
- Self employment training program
- Insurance coverage of all students
- Interdisciplinary classes
- Soft skill trainings
- Eco-friendly campus
- Participation of stakeholders in planning and execution
- 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**

- ❖ Safe drinking water was provided through reverse osmosis unit
- ❖ 45 KVA Automatic Generator was installed for uninterrupted power supply
- ❖ Networking facilities extended to office, library and departments
- ❖ LCD projectors and green boards provided for effective teaching
- ❖ Interdisciplinary classes were conducted for skill based subjects
- ❖ Laboratory facilities improved and new instruments purchased in science departments for basic scientific research
- ❖ Office automation was initiated with computers and automation software
- ❖ Digitalized stock and lending system introduced in library
- ❖ A permanent public address system was installed
- ❖ Tree plantation programme was conducted to green the campus.
- ❖ Additional furniture provided for class rooms.



- ❖ Academic and gender audit done
- ❖ Women rest room buildings renovated

### 7.3 Give two Best Practices of the institution

1. Title : Promotion of Research Activity
2. Title : Natural Resource Conservation and Promotion  
(Enclosed as Annexure IV)

### 7.4 Contribution to environmental awareness / protection

- ❖ Nearly, 2500 seedlings were raised and distributed to the students.
- ❖ 200 seedlings planted within the campus.
- ❖ In the Vettangudi Sanctuary Environment , *Prosopis* and *Parthenium* plants were removed.
- ❖ By adopting the practice of sparrow box, we could visualize the increase in number of sparrows.
- ❖ Large scale awareness is created among the students and public on the importance of natural resources and its conservation.

7.5 Whether environmental audit was conducted? Yes  No

### 7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

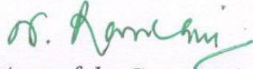
- ❖ This year is our Golden Jubilee year of our institution. Hence, we planned to celebrate the event in a grand manner. Our college management, IQAC, faculty members, students, alumni and parents pooled their efforts to conduct various programmes such as Intercollegiate competitions, seminars, sports and cultural events. We released golden jubilee souvenirs and special postal stamp in the name of the Founder.

### 8. Plans of institution for next year

- Remedial coaching
- NET /SLET coaching
- Entry level bridge course
- Common internal examination
- Network Resource Centre
- Digital question bank
- Specimen preservation training for students

- Complete office automation
- Atleast one minor project in each department
- Major project
- IQAC seminar/workshop
- Research seminar/workshop
- Paper presentation by all research departments
- Publication in peer reviewed journals by all research scholars and supervisors
- Research guideship
- Ph.d. Registration by faculty members.
- Publication of research journals
- Publication of book by faculty members
- Interdisciplinary training for staff
- Interdisciplinary classes for students
- Academic audit
- Gender audit
- Green campus
- Community college
- Trainings to farmers
- Complete database of students blood group
- Tutorial scheme
- Campus interview
- Strong s PTA
- Strengthening Alumni
- Value education to students
- Ragging free campus
- Competitive examination skill to students
- Consultancy service to the govt. Departments and to the society
- Renovation of building
- Construction of new buildings
- Promotion of computer knowledge
- Preparation of IQAC annual report

Name : Dr. N. Ramani

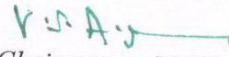


Signature of the Coordinator, IQAC

**Coordinator  
IQAC**

**Arumugam Pillai Seethai Ammal College  
Thiruppethur**

Name : Dr. V.S.A.Subramanian



Signature of the Chairperson, IQAC

**PRINCIPAL**

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



## ANNEXURE – III

### Feedback analysis report

#### Feedback from Students

##### Appreciations

- Quality in Teaching.
- 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.
- Employment oriented soft skill programmes.
- Career guidance
- ICT method of teaching
- Indoor stadium

##### Suggestions

- More spacious classes with Fan.
- Demanded Internet Wi-Fi facility.
- Educational Tours and field trips for all departments.
- Library token may be increased.
- More number of textbooks for student's access in the department library.
- More number of smart classes.
- Post graduation courses for science department.
- Need more buses.

#### Feedback from Parents

##### Appreciations

- Best student-teacher relation
- Moral and financial support from the staff members for the needy persons.
- 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.

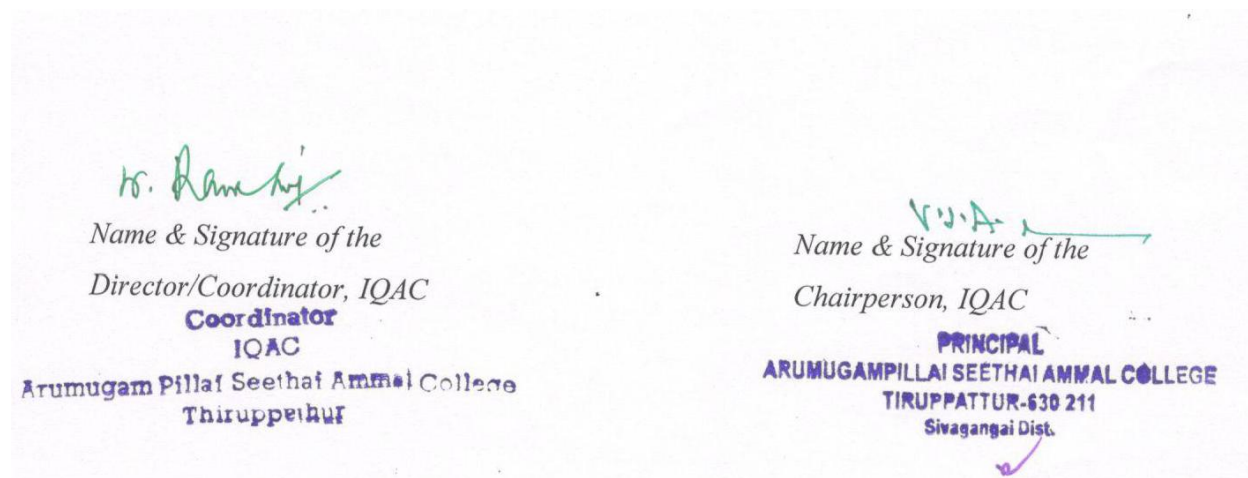
### Feedback from Alumni

#### Appreciations

- Student welfare Club activities.
- 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

- More number of coaching classes for competitive examinations.
- Personality development program.
- Require more number of industrial visits and field trips.
- Expert lectures to be arranged.
- Arrangement of educational tours.
- Intimation of college function through e-mail, Facebook and Whatsapp.



## ANNEXURE-IV

### PRACTICE – I

#### **Title : Promotion of Research Activity**

##### **(ii). Objective**

- To inculcate and develop research attitude among the staff members.
- To create scientific temperament to the students to participate in the collegiate, state and national level seminars and conferences

##### **(iii). Context**

- Majority of our staff members are either Ph.D. holders or pursuing Ph.D. Research is an indivisible part of the development of an institution. Since, our faculty members have an inherent interest in research activity; our institution has created a platform for the participation of our faculty members in research activities. Apart from the academic component, students were motivated to participate and present papers in collegiate, state and national level seminars and conferences.

##### **(iv) Execution of the Practice**

- Department of Economics, Commerce, Physical education and Zoology and Botany organized UGC sponsored National Level Seminars in our college.

##### **(v) Evidence of Success**

- Department of Zoology and Botany jointly organized a seminar entitled “Biovision-2014” along with the collaboration of WWF, India. In that seminar, 165 papers from 17 universities and 65 colleges. Department of Economics received 120 research papers from across the countries. Department of commerce got 154 papers from 10 universities. Department of Physical education received 195 research papers in various aspects of physical education. Post graduate students from our own college participated and presented papers. They got adequate exposure on various themes of research on their subjects.

##### **Problems Encountered:**

- Lack of boarding and lodging facilities for accommodating outstation participants.

##### **Outcome**

- Four National Seminars organized
- Our faculty members have obtained four minor projects.

- 30 Faculty members have attended National and International Seminars.
- 20 research papers have been published in journal
- 18 faculty members have newly registered Ph.D.

#### Practice II:

#### **Title : Natural Resource Conservation and Promotion**

##### i) Objective

- ❖ To create awareness among the students and public on biodiversity conservation.
- ❖ To establish a medicinal plant garden within the campus and promote herbal remedies
- ❖ To create awareness among the public on migratory birds and its importance.
- ❖ To establish an eco-friendly campus.

##### ii) Context

India, by history has rich biodiversity resources. From the later part of the 20<sup>th</sup> century, India face genetic erosion, decline in green cover and poor community participation in conserving natural resources due to anthropogenic activity in the name of industrialization and commerce. Hence, there is strong need to create awareness among the public and motivate the younger generation in natural resource conservation.

##### iii) Evidence of Success

- ❖ We have established a medicinal plant garden in an acre.
- ❖ We have planted 200 seedlings belongs to multispecies.
- ❖ Every year Department of Forest, Government of Tamilnadu invites our faculties and students for birds census.
- ❖ Department of Forest, Government of Tamilnadu has appointed our faculty members as Advisory Board members of the sanctuary.
- ❖ We have established Eco Club and Dr. Salim Ali Natural Club and hundreds of students actively participate in the activity organized by these clubs.

- ❖ NGO bring their Self-Help Groups to our campus for the training of their medicinal plant conservation program.

**(vi). Problems Encountered and Resources Required**

- Poor and erratic rainfall and lack of water to irrigate.

**(vii). Outcome**

- ❖ 70 medicinal plants are conserved in the medicinal plant garden.
- ❖ A nursery to raise seedlings is established in the medicinal garden and every year 2000-2500 seedlings of different species are raised and distributed to the stakeholders.
- ❖ Students and faculty members collect herbs from the garden on need and use it for their common ailments.
- ❖ Some of the students have established herbal garden in their home.
- ❖ Students and faculty members who participated in the bird census and sanctuary conservation program installed sparrow box in their homes to protect the avian biodiversity and its existence.

