

**ARUMUGAM PILLAI SEETHAI AMMAL COLLEGE  
THIRUPATHUR**

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

Part – A

**AQAR for the year**

2016-2017

**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.A.SUSAIMANICKAM

|                                |                      |
|--------------------------------|----------------------|
| Tel. No. with STD Code:        | 04577-266176         |
| Mobile:                        | 9677044369           |
| 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. & 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)

EC/61/RAR/42

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:

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
- iii. AQAR- 2014-2015 - 12.05.2016
- iv. AQAR – 2015-2016 - 27.02.2017

**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 

(e.g. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women Urban  Rural  Tribal Financial Status Grant-in-aid  UGC 2(f)  GC 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)**

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (Specify)

UGC-COP Programmes

**2. IQAC Composition and Activities**

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

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

2.10 No. of IQAC meetings held : 16

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

- ❖ NAAC preparedness.
- ❖ Innovative Practice in teaching and learning.

### 2.14 Significant Activities and contributions made by IQAC

- The IQAC has conducted two workshops relating to quality education. The first workshop is on INNOVATIVE PRACTICES IN TEACHING AND LEARNING. Dr. S. Senthilnathan, Assistant Professor in Educational Technology, Bharathidhasan University, Trichy, was the resource person on 04.10.2016. Assistant Professors were the participants. He disseminated the various strategies of teaching and learning aspects and introduced various learning modules which were very useful to the young professors.
- In our college, a program was organized by IQAC to make our faculty and office staff members to get technically ready in preparing and facing the accreditation process. Dr. M. Selvam, Associate Professor and IQAC Co-ordinator, Alagappa University gave a special lecture on NAAC preparedness. He focussed on ICT Technology, skill development and various outreach programmes.

- IQAC has advised to register our institution as local chapter in NPTEL, Spoken tutorial, and other online course platform etc. As a part of digital initiative in learning, 102 students from various disciplines appeared NPTEL online exams during this year in which 95 students successfully completed different courses and got respective certificates.
- IQAC encourages all faculty members to apply for major and minor projects from various funding agencies. As a result, Mr. A.B. Balasundaram, Assistant Professor of Chemistry, got minor research project to a tune of Rs. 2,20,000. One faculty member has applied for Start-up Grant to UGC. Four faculty members have successfully completed UGC Minor Research project. Two minor projects are still going on.
- Common internal test and tutorial scheme are frequently monitored by IQAC. In addition, Continuous Assessment Test is conducted on all working days for all the classes. First half an hour is allotted for class tests. This practise inculcates the habit of studying regularly and helps them to face the university exams with confidence.
- In this year, 45 research papers have been published in national and international peer reviewed journals. Similarly, 4 papers have been published in e-journals and 5 research articles have been published in conference proceedings. Research papers from seven faculty members have h-index value ranging from 1-17.
- The IQAC constantly encourages all departments to go for extension activities in adopted villages. Programmes such as Tree plantation, Medical camp, Awareness generation, Self Employment Training etc., are arranged for the people of adopted villages.
- IQAC along with Eco Club and Nature Club maintain the campus eco-friendly by various activities such as tree plantation, establishing non recyclable Plastic Free campus, Tobacco Free Campus etc.
- Forest Department liberally supplies free seedlings and saplings to our college on request. Nearly, 125 saplings were planted and they periodically maintained by Eco Club and Mathematics.
- Computer classes and Spoken English classes are conducted for undergraduate students to improve their communicative skills.
- Special coaching classes for the students to take up entry in service examinations such as UPSC, TNPSC, NET/SET are regularly arranged and monitored by the IQAC.

- 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 \*

**2016-2017**

| Plan of Action  | Achievements  |
|---|---|
| <b>Complete office automation</b>                     | <b>In addition to Biometric attendance, Digital TC, Digital admission register and digital attendance record, Tally Accounting Software has been installed in the office computers.</b> |
| <b>At least one minor project in each department</b>  | <b>One Minor Research projects has been sanctioned by U.G.C. Two major research projects have been applied to Department of Science and Technology, New Delhi.</b>                      |
| <b>IQAC seminar/workshop/ Training</b>                | <b>Two One day training programmes for teachers on ICT tools and on NAAC preparedness were conducted.</b>   |
| <b>Paper presentation by all research departments</b> | <b>50 research papers were presented in various national, international and state level seminars and conferences.</b>   |
| <b>Publication in peer reviewed journals.</b>         | <b>45 research papers have been published in peer reviewed journals and 5 research papers in non-peer reviewed journals.</b>  |
| <b>Research guideship</b>                             | <b>10 faculty members are having guide ship to research scholars.</b>   |
| <b>Remedial coaching</b>                              | <b>Under performing students are identified and grouped under remedial class</b>  |
| <b>NET /SLET coaching</b>                             | <b>All Post graduate students are given coaching for NET/SLET and other public service exams.</b>   |
| <b>Entry level bridge course</b>                      | <b>Bridge course are given to the all freshers by all the departments to bridge the gap in their understanding between school and college educational systems.</b>                      |
| <b>Common internal examination</b>                    | <b>Every year, common internal exam is conducted and it is periodically reviewed by IQAC and examination committee.</b>   |

|  |   |
|--|---|
| <b>Network Resource Centre</b>                             | <b>Extramural Lecture Program entitled “ User Awareness Programme on access to Library Resources was organized by Department of Library on 19.08.2016. Dr.S. Gopalakrishnan, Librarian, Velammal College of Engineering, Madurai was the resource person.</b> |
| <b>Digital Question Bank</b>                               | <b>All Questions are digitalized and kept in the library for easy access to the students</b>  |
| <b>Specimen Preservation training for Zoology students</b> | <b>Third Year Zoology Students attended training program for specimen preservation at Government Museum, Sivagangai on 25.07.2016 – 28.07.2016.</b>   |
| <b>Publication of research journals</b>                    | <b>Two international journals are periodically published by department of physical education</b>  |
| <b>Book Publication from Faculty members</b>               | <b>6 books have been published by our faculty members with ISBN number.</b>   |
| <b>Interdisciplinary classes for students</b>              | Skill based subjects such as Emergency and Medical lab skills, Employability skills, Marketing, Basic internet skills, Fruit and Vegetable Preservation skills etc., are imparted to the students as interdisciplinary classes.                               |
| <b>Training program for technical staff</b>                | Technical Staff members were given training program on Tally Accounting Software, handling lab equipments, Trouble shooting techniques and MS- Office.  |
| <b>Academic audit</b>                                      | Done  |
| <b>Gender audit</b>  | Done  |
| <b>Green campus</b>  | More than 125 tree saplings were planted in our college campus by Department of Mathematics and Eco Club. Our college campus has been made Plastic Waste Free by the efforts taken by the Eco-Club.   |
| <b>Complete database of students blood group</b>           | Database of students’ blood groups was established.   |
| <b>Tutorial scheme</b>                                     | Each staff members have been allotted 20 students in the tutorial scheme to monitor their ward performance.   |
| <b>Campus interview</b>                                    | 239 students were placed in different companies. In Off-Campus, 20 students got appointment.  |



|  |   |
|--|---|
| <b>Ragging free campus</b>   | No incidents of ragging   |
| <b>Competitive examination skill to students</b>                       | Coaching given for second and third year students   |
| <b>Consultancy service to the Govt. Departments and to the society</b> | Free Consultancy service given to NGOs in organic farming, biological pest control, Solid waste recycling etc.  |
| <b>Promotion of computer knowledge</b>                                 | Coaching on Tally Accounting Software, Trouble Shooting, MS office was given to both teaching and Non teaching members. All first year students are undergoing computer training after regular class hours. |

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

2.16 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Any other body

**Provide the details of the action taken**

- ❖ The Young teachers of our college were given One-Day Classroom Teaching Skills training programs on 04.10.2016. Dr. V. Elangovan, Associate Professor of Economics organized a one day training program on Innovative Practices in Teaching, Learning and Evaluation on 01.11.2016.
- ❖ IQAC has motivated all students to undergo NPTEL courses to improve their knowledge, skills and career advancement. Hence, as a part of digital initiative in learning, 102 students from various disciplines appeared NPTEL online exams during this year in which 95 students successfully completed different courses and got respective certificates. In addition, two faculty members have also successfully completed online courses conducted by NPTEL, Indian Institute of Technology, Madras.
- ❖ Third year B.Sc Zoology students attended Animal Preservation Techniques- a training program conducted at Government Museum, Sivagangai from 25.07.16 to 28.07. 2016.
- ❖ To improve the administrative skill of Non-teaching staff of our college, a training program on Tally was conducted in the college from 29.07.2016 to 27.08.2016. Dr. P. Kasivairavan, Assistant Professor of Commerce organized the training programme.
- ❖ A training program on MS-Office was conducted for Non-Teaching Staff of our colleges between 24.08.2016 to 08.09.2016. Dr. P. Kasivairavan, Assistant Professor of Commerce was the co-ordinator for the training programme.

- ❖ A ten days training programme on Digital Record Keeping and Data management was provided to our non-teaching staff from 09.09.2016 to 28.09.2016.
- ❖ Personality Development program was conducted by the Career Guidance Cell on 26.08.2016.
- ❖ Outreach activities were carried out by all departments of our college for the benefit of the society at various villages
- ❖ Additional books for competitive examinations are purchased for the students
- ❖ Extension activities were carried out by all departments of our college for the benefit of the society at various villages.

## 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             | 3                             | -  | 3                                   | -  |
| Advanced Diploma       | -                             | -  | -                                   | -  |
| Diploma                | 1                             | -  | 1                                   | -  |
| Certificate            | 1                             | -  | 1                                   | -  |
| Others                 | -                             | -  | -                                   | -  |
| <b>Total</b>           | <b>29</b>                     |  | <b>18</b>                           | <b>-</b>   |
| Interdisciplinary      | -                             | -  | -                                   | -  |
| Innovative             | -                             | -  | -                                   | -  |

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

## (ii) Pattern of programmes:

| Pattern   | Number of programmes |
|-----------|----------------------|
| Semester  | 22                   |
| Trimester | -                    |
| Annual    | 2                    |

1.3 Feedback from stakeholders\*  
(On all aspects)

Alumni  Parents  Employers  Students

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.

Since our institution is an affiliated one and comes under Alagappa University, we do not have autonomy to update our syllabus. However, the university revises 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 |
|-------|------------------|----------------------|------------|--------|
| 69    | 45               | 24                   | -          | -      |

**2.2 No. of permanent faculty with Ph.D.**

33

**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 |
| 1                | 2 | -                    | - | -          | - | -      | - | 1     | 2 |

**2.4 No. of Guest and Visiting faculty and Temporary faculty**

26

**2.5 Faculty participation in conferences and symposia:**

| No. of Faculty   | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended         | 23                  | 18             | 2           |
| Presented papers | 19                  | 15             | 16          |
| Resource Persons | -                   | 2              | 12          |

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

- ❖ Continuous Assessment Tests are conducted every day for 30 minutes before the commencement of regular classes to all UG and PG students.
- ❖ Through NPTEL Local Chapter, students enroll to various courses offered by Indian Institute of Technology, Madras. As a part of digital learning initiative, students are exposed to different avenues of knowledge. As a result, 102 students from various disciplines appeared for proctored online exam during this year in which 95 students successfully completed different courses and got respective certificates.

- ❖ Coaching classes are arranged for PG students to face NET/SLET examinations.
- ❖ Multiple Choice Questions for skill based papers such as Effective Employability skills, competitive examination skills is practised.
- ❖ Induction of Bridge course for first year students
- ❖ Remedial and enrichment courses for poor and medium learners are arranged.
- ❖ Students are encouraged to participate in seminars and conferences and teachers do confidence building among the students by conducting mock presentation.

**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 facilitate the students to take up the University exams in a fearless and commendable manner, Centralized Internal tests are being practiced. As a result, pass percentage has been increased in the university results. To enhance the reading habit, students are exposed to open book examination.

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

|    |
|----|
| 19 |
|----|

**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 % | II % | III % | Pass % |
| B.A Economics          | ❖                              | ❖             | ❖   | ❖    | ❖     | ❖      |
| B.A. History           | ❖                              | ❖             | ❖   | ❖    | ❖     | ❖      |
| B.A English            | ❖                              | ❖             | ❖   | ❖    | ❖     | ❖      |
| B.Sc Maths             | ❖                              | ❖             | ❖   | ❖    | ❖     | ❖      |
| B.Sc. Physics          | ❖                              | ❖             | ❖   | ❖    | ❖     | ❖      |
| B.Sc. Chemistry        | ❖                              | ❖             | ❖   | ❖    | ❖     | ❖      |
| B.Sc. Zoology          | ❖                              | ❖             | ❖   | ❖    | ❖     | ❖      |
| B.Sc. Computer science | ❖                              | ❖             | ❖   | ❖    | ❖     | ❖      |
| B.Com                  | ❖                              | ❖             | ❖   | ❖    | ❖     | ❖      |
| B.B.A                  | ❖                              | ❖             | ❖   | ❖    | ❖     | ❖      |
| B.Sc. I.T              | ❖                              | ❖             | ❖   | ❖    | ❖     | ❖      |
| M.A.English            | ❖                              | ❖             | ❖   | ❖    | ❖     | ❖      |
| M.Sc.Maths             | ❖                              | ❖             | ❖   | ❖    | ❖     | ❖      |
| M.Com                  | ❖                              | ❖             | ❖   | ❖    | ❖     | ❖      |
| M.Phil. Eco            | ❖                              | ❖             | ❖   | ❖    | ❖     | ❖      |
| M.Phil .English        | ❖                              | ❖             | ❖   | ❖    | ❖     | ❖      |
| M.Phil. commerce       | ❖                              | ❖             | ❖   | ❖    | ❖     | ❖      |

❖ **Result yet to be published**

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

- IQAC has nominated one faculty member from each department as Mentor for those students who have enrolled for NPTEL online courses. Mentors guide the students in carrying out the course curriculum.
- Based on the performance of the students in university examination, IQAC recommended all the departments to conduct Continuous Assessment Test. IQAC periodically monitors the conduct of test and evaluates the marks scored by the students.
  - The IQAC regularly collects feedback from the students, parents and alumni through questionnaires to evaluate and improvise teaching and learning process.
  - Based on the university results IQAC advises all the departments to take necessary steps for the improvement of slow learners and toppers.
  - IQAC motivates all staff members to use ICT method of teaching for at least one unit in their courses.
  - IQAC encourages all the staff members to attend Faculty Improvement Programme such as Refresher and Orientation courses conducted by the Academic Staff College all over the country to update their knowledge.
  - IQAC also motivates the faculty members to attend seminars, conferences, workshops and symposiums to enhance their knowledge and to introduce them the frontier developments in their respective fields.

### 2.13 Initiatives undertaken towards faculty development

| Faculty / Staff Development Programmes         | Number of faculty benefitted |
|--|------------------------------|
| Refresher courses                              | 14                           |
| UGC – Faculty Improvement Programme            | -                            |
| HRD programmes                                 | -                            |
| Orientation programmes                         | 02                           |
| Faculty exchange programme                     | -                            |
| Staff training conducted by the university     | 01                           |
| Staff training conducted by other institutions | 02                           |
| Summer / Winter schools, Workshops, etc.       | 02                           |
| 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 | 21                            | -                          | 01   | -                                      |
| Technical Staff      | 08                            | -                          | -  | -                                      |

### Criterion – III

## 3. Research, Consultancy and Extension

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

- The IQAC encouraging the staff members by granting the registration fees/travel expenses to the participants who present papers at National and International conferences and seminars. Due to the encouragement a few staff members were benefited and as result, the total number of Research papers presented and published has increased significantly.
- The faculty members are constantly motivated by the IQAC to apply for the major and minor research projects and also give encouragement to apply for workshops, seminars, conferences, and symposiums.
- The IQAC plays a key role in consistently encouraging the students to participate in the intercollegiate seminars, workshops and competitions.

### 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              | -         | 2           | 01         | -         |
| Outlay in Rs. Lakhs | -         | 9,50,000.00 | 2.50000    | -         |



### 3.4 Details on research publications

|                          | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals     | 41            | 04       | -      |
| Non-Peer Review Journals | 05            | -        | -      |
| e-Journals               | 04            | -        | -      |
| Conference proceedings   | 05            | -        | -      |

### 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 organizations

| Nature of the Project  | Duration Year | Name of the funding Agency | Total grant sanctioned | Received |
|--|---------------|----------------------------|------------------------|----------|
| Major projects   | -             | -                          | -                      | -        |
| Minor Projects   | 2             | UGC                        | 11,70,000.00           | 1,36,000 |
| Interdisciplinary Projects   | -             | -                          | -                      | -        |
| Industry sponsored   | -             | -                          | -                      | -        |
| Projects sponsored by the University/ College                                  | -             | -                          | -                      | -        |
| Students research projects<br><i>(other than compulsory by the University)</i> | -             | -                          | -                      | -        |
| Any other(Specify)   | -             | -                          | -                      | -        |
| Total  |               |                            | 11,70,000.0            | 1,36,000 |

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 | <input type="text" value="03"/> | State level         | <input type="text" value="06"/> |
| National level   | <input type="text" value="08"/> | International level | <input type="text" value="-"/>  |

**3.22 No. of students participated in NCC events:**

|                  |                                 |                     |                                 |
|------------------|---------------------------------|---------------------|---------------------------------|
| University level | <input type="text" value="27"/> | State level         | <input type="text" value="10"/> |
| National level   | <input type="text" value="05"/> | 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="-"/>  | State level         | <input type="text" value="-"/> |
| National level   | <input type="text" value="02"/> | 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="12"/> |
| NCC              | <input type="text" value="-"/> | NSS           | <input type="text" value="04"/> |
|                  |                                | Any other     | <input type="text" value="-"/>  |

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

- ❖ Department of Botany organized a programme entitled Road Safety Awareness Program for those pilgrims who travel by walk to the temple. Nearly, 100 pilgrims were benefitted through this program. Students pasted reflector stickers on their bags and clothes in order to avoid accidents during night time.
- ❖ In order to facilitate blood donation of our college students to save the lives of peoples, Department of Zoology and TANSAC of Sivagangai district organized a blood donation registration camp on 27.01.2017. Blood groups of the students were identified and database was created mentioning the complete address and their blood group. During emergency time, students are directed to donate blood for the needy peoples.

- ❖ Dr.G.V.Gopinath and Dr. P. Sivakumar, Assistant Professors of Zoology Departments are serving as Honorary Wild Life Wardens of Sivagangai District.
- ❖ Outreach activities were carried out by all departments of our college for the benefit of the society at various villages
- ❖ In coordination with Apollo Hospital, Madurai, a Free Medical camp and social initiative programme titled “Save the Little Heart” was organized on 25.09.2016. Nearly, 265 public were benefitted by the medical camp and two children successfully underwent heart surgery from the fund generously donated by our students, staff and management.
- ❖ In commemoration of our late president Dr. A.P.J. Abdul Kalam birthday, Blood Donation Camp was organized by Youth Red Cross, National Service Scheme, National Cadet Corps, Red Ribbon Club and Abdul Kalam Club in collaboration with Department of Health, Government of Tamilnadu, on 15.10.2016 in which 110 units of blood was donated.
- ❖ Our college organizes Free Medical camp associating with Apollo Hospital, Madurai for stakeholders of our institution and the public. Every year, our management, teaching and non teaching staff members and students donate liberally for the social initiative programme titled “Save the Little Heart” program.
- ❖ The IQAC plays a vital role in promoting scientific aptitude among the school children. Department of Zoology and Tamilnadu Science Forum, Sivagangai jointly organized **Guide Teacher Training Program** for school teachers. Faculty members from various science departments acted as resource persons.

## 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. | -        | -             | -              | -        |
| Value of the equipment purchased during the year (Rs. in Lakhs)                    | -        | -             | -              | -        |
| Others   | -        | -             | -              | -        |

#### 4.2 Computerization of administration and library

- ❖ New arrivals are digitalized.

#### 4.3 Library services:

|                  | Existing           |           | Newly added         |       | Total               |           |
|------------------|--------------------|-----------|---------------------|-------|---------------------|-----------|
|                  | No.                | Value     | No.                 | Value | No.                 | Value     |
| Text Books       | 33473              | 2345531.5 | 185                 | 67561 | 33658               | 2413092.5 |
| Reference Books  | 665                | 68118.3   | 20                  | 30133 | 685                 | 98251.3   |
| e-Books          | 135000<br>(n-list) | 5725      | 3000000<br>(n-list) | 5750  | 3135000<br>(n-list) | 5750      |
| Journals         | 23                 | 23756     | 10                  | 11400 | 33                  | 35156     |
| e-Journals       | 6000<br>(n-list)   | 5725      | 0                   | 0     | 6000 (n-list)       | 5750      |
| Digital Database | 0                  | 0         | 0                   | 0     | 0                   | 0         |
| CD & Video       | 429                | 12049.1   | 0                   | 0     | 429                 | 12049.10  |
| Others (specify) | 0                  | 0         | 0                   | 0     | 0                   | 0         |

#### 4.4 Technology up gradation (overall)

|          | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|----------|------------------|------------------|--------|-------------|--------|
| Existing | 96              | 2             | 12       | 9                | 2                | 11     | 17          |        |
| Added    | 7               | -             | 1        | -                | -                | -      | -           |        |
| Total    | 103             | 2             | 12       | 9                | 2                | 11     | 17          |        |

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

- ❖ As per the recommendation of IQAC the staff members are using ICT tools in the classroom teaching..
- ❖ Students are encouraged to use theirlap-tops in the class rooms to download the resource materials from various web-sites.
- ❖ Every department is equipped with net connectivity. Students are allowed to access the e-books and e-notes.
- ❖ Computer coaching classes were conducted for the first year students.
- ❖ Staff members are allowed to access the e-books, journals and the periodicals from the n-list.

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

|  |                     |
|--|---------------------|
| i) ICT                                   | Rs.1,22,842         |
| ii) Campus Infrastructure and facilities | Rs. 7,34,160        |
| iii)Equipments                           | -                   |
| iv) Others                               | Rs.12,06,533        |
| <b>Total :</b>                           | <b>Rs.20,63,535</b> |

## **Criterion – V**

### **5. Student Support and Progression**

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

- ❖ NPTEL online archived courses are made available in a hard disk at a volume of 4TB maintained in the library. Staff members can access the desired courses and they can make use of the materials for effective teaching. In addition, students can also access their desired courses directly from the library.
- ❖ NPTEL Local Chapter supports the students to get scholarship for enrolling in online courses. So far, 102 students have been provided scholarship through NPTEL.
- ❖ Department of Zoology, Youth Red Cross and Red Ribbon Club jointly organized a Blood Donors Registration Camp. In case of any emergency for blood, students belonging to the particular group are identified, informed and directed them to be made available in the hospitals.
- ❖ Digitalized Question banks are made available to the students in the library.
- ❖ Reputed national dailies “The New Indian Express” are distributed to the students at a concessional rate to encourage the students to read daily news.
- ❖ Both students and their parents are covered under accidental insurance policy.
- ❖ Additional books for competitive examinations have been purchased.

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

- IQAC monitors the students’ academic performance from continuous assessment test and advises all departments to make all efforts to improvise their performance in semester exams.
- Every faculty members are allotted 20-30 students and they act as mentor for them. Faculty members periodically monitor their academic performance and track them till their completion of the courses.
- To cope with the modern digital developments and globalization, all first and second year students are provided spoken English and Computer training apart from their curriculum.
- After the declaration of University Results, every department organizes parent-teacher meeting in their respective departments to analyze and inform the parents about the results obtained by their respective wards.

**3 (a) Total Number of student**

|      |     |        |        |      |
|------|-----|--------|--------|------|
| UG   | PG  | Ph. D. | Others | 2263 |
| 2084 | 137 | 8      | 34     |      |

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

|     |     |    |       |      |    |
|-----|-----|----|-------|------|----|
| Men | No  | %  | Women | No   | %  |
|     | 741 | 33 |       | 1522 | 67 |

| Last Year |     |    |      |                       |       | This Year |     |    |      |                       |       |
|-----------|-----|----|------|-----------------------|-------|-----------|-----|----|------|-----------------------|-------|
| General   | SC  | ST | OBC  | Physically Challenged | Total | General   | SC  | ST | OBC  | Physically Challenged | Total |
| 30        | 402 | -  | 1519 | -                     | 1951  | 236       | 398 | -  | 1623 | 6                     | 2263  |

Demand ratio = 1:2

Dropout % = 1

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

- On 05.07.2016, Our college has established a Tie-Up with Alagappa University Study Circle for making the students competitive in facing the public service and other exams.
- A committee has been constituted to impart coaching for post graduate students for NET/SLET examination. Five faculty members are in-charge for that committee. Classes are taken after their regular academic hours.

No. of students beneficiaries

225

**5.5 No. of students qualified in these examinations :**

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



## 5.6 Details of student counselling and career guidance

- ❖ Career Guidance Cell of our college arranged two campus interviews for all third year students. The Chennai Silks and Alkane Technology, an IT company conducted interviews' for our students. Based on oral and group discussion, 239 students were selected for Sales and training manager. 20 students wer selected in Off Campus interviews.
- ❖ One day training programme on Personality development and Career enhancement was conducted on 29.08.2016. Mr. J. Sarathy, C.E.O, Progressia, Chennai delivered a special lecture and gave training to final year students.
- ❖ One day seminar cum exhibition on career guidance was conducted in association with District Employment Office, Sivagangai on 15.02.2017. Mr. D. Elango, District Revenue Officer, Sivagangai had presided the function.
- ❖ Nine students from III B.A English were selected as Soft Skill Trainer in Alagappa University Open Employment Drive by Winners Tech (Pvt). Ltd on 28.02.2017.
- ❖ Department of Mathematics organized a programme entitled Life versus Career on 19.08.2016. MR. R. Gowtham B.E., Marketing Analysis, Fresh Desk, Chennai was the resource person. He gave a bird's eye view about various opportunities available for the students. 100
- ❖ Every department deutes one tutor for every 20-30 students. The tutor interacts with his/her ward and monitors the student's performance. As per the need, students are also given counselling. If needed, the parents are called and discussed.
- 05.07.2016-Career Guidance Cell arranged a meeting to motivate students to write Competitive Examinations. Dr.P. Sureshkumar, The Director of Alagappa University Study Circle and Mr.M. Balasubramanian, Deputy Registrar, Alagappa University delivered special addresses and donated 16 books on Competitive Exam Skills.
- 29.08.2016 - Career Guidance Cell arranged a One Day Training Programme on Soft Skills. Mr.J.Sarathy C.E.O PROGRESSIA, Chennai gave the training.

- 15.02.2017 - Career Guidance Cell organized a Seminar and an Exhibition on Career Guidance. Mr.R.Natarajan, Joint Director of Employment, Madurai Zone delivered the Keynote address.

No. of students benefitted

239

### 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 |
| 2                               | 358                             | 239                       | 20                        |

### 5.8 Details of gender sensitization programmes

- ❖ Women Staff Members of English department gave an awareness program in commemoration with Women's day on 08.03.2017. They highlighted the problems faced by women in social media. Videos related to self defence were screened.
- ❖ International Women's day is celebrated on 8<sup>th</sup> March. Women celebrities from different sectors were invited to motivate the girl students.

### 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                                    | 1167               | 26,08,267 |
| 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

24

### 5.13 Major grievances of students (if any) redressed:

- **Campus interview arranged for UG students.**
- **Library time extended after the regular college hours. ✓**
- **Sports infrastructure has been improved. ✓**
- **Sports equipments and accessories have been increased.**
- **Renovation of girl's rest room.**
- **Additional Wi-fi devices given to all departments.**
- **Additional benches and desks provided.**
- **New black boards installed in some classes.**

## 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**

#### **6.1.a Statements**

- ❖ 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.

#### **6.1.b Means to Attain the Vision**

- 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.
- Higher education up to the level of Ph.D. is provided to all sections of community at free of cost and there is no discrimination of caste, creed and religion.
- Employment opportunity is provided through campus interviews.
- Technology enabled courses are given to the students at free of cost through NPTEL.

- Employment oriented vocational courses viz. Bakery technology, Computer courses etc..are offered.
- Communal harmony is established through NSS, NCC, Sports, Value Education, Cultural Programme, Association meetings, Extension activities
- Upliftment of socially and economically suppressed is being done through education, awareness programmes to students and their parents, skill training programmes etc.

## **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**

- Out of 18 faculty members from our institution 3 members were appointed as Chairman of the Board of Studies and 15 were appointed as members of the Boards. Our faculty members impart necessary alterations to make the syllabus up-to-date.

### **6.3.2 Teaching and Learning**

- In our college 102 students enrolled in NPTEL courses out of which 95 students successfully completed the courses.
- Widespread of ICT in teaching and learning process.
- Interdisciplinary and multi-disciplinary classes.
- Interdepartmental staff exchange for Non-Major Elective and Skill based Subjects
- Interdepartmental invited lectures.
- SET-NET coaching classes for P.G final year students.
- Competitive Exam coaching to U.G and P.G final year students.
- Students are encouraged to use Library constantly.

### **6.3.3 Examination and Evaluation**

- Two Centralized Internal Assessment Tests and daily tests were conducted for all the students to enable them to appear for the university exams with confidence. The IQAC has constituted a Centralized Internal Test Committee to monitor the tests. Performance of the students is reviewed with the help of the Head of the Departments and necessary steps are taken.

- 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 courses are conducted for the necessary students.

#### **6.3.4 Research and Development**

- Two UGC Minor Research projects are in progress.
- One Minor Research Project sanctioned.
- There are 10 faculty members as research guides under whom there are 22 Ph.D research scholars pursuing their research works. Two of the faculty members got Ph.D during 2016-17 one from the Department of Economics and the other from the Department of Commerce.
- 17 Scholars are doing M.Phil in the Research Departments of Economics, Commerce and English.

#### **6.3.5 Library, ICT and Physical Infrastructure / Instrumentation**

- 205 books, 23 journals and 3000000 e-books have been added in the library. The total value of these additions is Rs.1,14,844.
- An amount of Rs.1,22,842 has been spent for ICT.
- For campus infrastructure, Rs.7,34,160 has been spent.

#### **6.3.6 Human Resource Management**

- The socially, economically down-trodden students are given different types of scholarship from the Government of Tamilnadu.
- Competitive examination skills and effective employability skills are inculcated to the students through invited lecture, group discussion, mock interview.
- Faculty members are constantly encouraged to participate and present papers in workshop, seminar and conference etc.
- 14 faculty members have attended the refresher courses and 2 faculty members took part in orientation courses
- Faculty members are encouraged to register and guide Ph.D.
- One non-teaching staff members has been appointed in this year.

### 6.3.7 Faculty and Staff Recruitment

- One non-teaching staff has been promoted as Assistant Professor in the Department of Business Administration as per the norms laid down by the UGC.

### 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 in the class room.
- The Department of Economics took III year students, P.G students to a The Sri Soundaram Spinning Mill at Madagupatti.

### 6.3.9 Admission of Students

- The Government reservations and guidelines are strictly followed.

### 6.4 Welfare schemes for

|              |  |
|--------------|--|
| Teaching     | Financial assistance is provided through Thrift Society. N.O.C is given by the management to avail Housing loan, vehicle loan and personal loans from the banking sector.  |
| Non teaching | Financial assistance is provided through Thrift Society. N.O.C is given by the management to avail Housing loan, vehicle loan and personal loans from the banking sector.  |
| Students     | Fees Concession<br>Student Counseling Centre<br>Remedial and enrichment coaching<br>Insurance Scheme for Students and parents under Group Personal Accident Policy<br>Free health checkup<br>Soft skill training<br>Self employment training program<br>Learning through e-books<br>Campus interview |

### 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 declare 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?

As our institution comes under Alagappa University affiliation, we do not have any exclusive powers to alter or modify any reforms at our own discretion. Hence, the reforms made by the university are followed by our institution.

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

University has invited application for autonomy from our college to process and forward it to the UGC.

### 6.11 Activities and support from the Alumni Association

- Alumni who excel in various fields are invited to our college to encourage the regular batch of students.
- Alumni members provide financial assistance to the toppers and the economically weaker students.
- One of our Alumni who is a Chief Financial Officer in a Multi National Company in Dubai recruits two students every year to his company.
- Alumni members have donated for the construction of the new class rooms.
- An Endowment is created in the name of Mr.Karthikeyan, from which four students get free education every year.



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

- Parent – Teacher meeting are organized periodically to discuss the progress of the students. Parents are invited by each department and the academic performances of their wards are discussed
- At the beginning of every academic year, PTA meeting is conducted to explain the rules and regulation of the college.
- Students found violating the college rules and regulations are asked to bring their parents and proper counselling is given to the students. Parents are also notified about the student's activity.
- PTA encourages the parents of the students to participate in the free Apollo health check up held annually in the college.
- PTA offers suggestion to improve education, infrastructure and career advancement

### **6.13 Development programmes for support staff**

- Supportive staffs were given special training to operate software pertaining to College office
- Loan through Thrift Society
- Technical training

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

- Department of Mathematics, Eco-Club and NSS planted more than 100 saplings in the college campus and the saplings were regularly watered by the department students.
- Eco-Club committee has been constituted in our college to keep our college environment as Plastic Garbage Free Campus.
- Tobacco Free Campus
- The available compost pits are regularly used from the herbal garden in order to recycle leaf litters and to produce organic manure.
- Herbal gardens have been maintained by the students of the Department of Zoology.
- Rain water harvesting units have been maintained to save our water resources.
- Different departments have adopted a particular area in the college to keep the entire campus eco-friendly.

## 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.**

- **Continuous Assessment Test**
- **Digital Database on blood donors**
- Interactive sessions and group discussions
- Insurance coverage of all students and parents
- Interdisciplinary classes
- Promotion of green and clean campus through Eco-club
- Medical camp for all stakeholders

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

| <i>S.NO.</i> | <i>PLANNED ACTION</i>                         | <i>ACTION TAKEN</i>  |
|--------------|---|--|
| <i>1</i>     | Remedial coaching                             | <i>Arranged for slow learners</i>  |
| <i>2</i>     | NET /SLET coaching                            | <i>Given</i>   |
| <i>3</i>     | Entry level bridge course                     | <i>Given</i>   |
| <i>4</i>     | Common internal examination                   | <i>Conducted</i>   |
| <i>5</i>     | Network Resource Centre                       | <i>Established and extramural lecturers are arranged</i>   |
| <i>6</i>     | Digital question bank                         | <i>Established</i>   |
| <i>7.</i>    | Specimen preservation training for students   | <i>Given</i>   |
| <i>8</i>     | Complete office automation                    | <i>Partially completed</i>   |
| <i>9</i>     | At least one minor project in each department | <i>One minor project sanctioned to chemistry department , two minor project are going on and four have been completed this year.</i> |
| <i>10</i>    | Major project                                 | <i>Two major projects applied</i>  |

|    |  |   |
|----|--|---|
| 11 | IQAC Seminar/Workshop/Training   | <i>Two self supported workshops conducted</i>   |
| 12 | Research seminar/workshop organized  | <i>nil</i>  |
| 13 | Paper presentation by all research departments                                 | <i>50 research paper have presented in various , State level, National and International Seminar</i>                              |
| 14 | Publication in peer reviewed journals by all research scholars and supervisors | <i>45 papers published in peer reviewed and 5 papers published in Non peer reviewed</i>   |
| 15 | Research guideship   | <i>10 faculty members have research guideship</i>   |
| 16 | Ph.D. Registration by faculty members  | <i>One faculty member have newly registered Ph.D.</i>   |
| 17 | Publication of research journals   | <i>Two research journals published</i>  |
| 18 | <i>Publication of books</i>  | <i>6 books with ISBN and 2 books without ISBN have been published<br/><br/>And one book has been edited</i>                       |
| 19 | Interdisciplinary training for staff   | <i>Faculty members attended interdisciplinary refresher courses</i>   |
| 20 | Interdisciplinary classes for students   | Interdisciplinary classes on Environmental Education, Emergency Medical Lab Skills, Competitive Examination Skills etc. conducted |
| 21 | Academic audit   | Done  |
| 22 | Gender audit   | Done  |
| 23 | Green campus   | Tree plantations done within the campus   |
| 24 | Community college  | Decided to apply in next UGC plan period  |

|    |   |  |
|----|---|--|
| 25 | Trainings to farmers  | Given on Honey Bee rearing / Mushroom culture/ Solid waste recycling   |
| 26 | Complete database of students blood group                       | 2140 blood donors database established   |
| 27 | Tutorial scheme   | Implemented  |
| 28 | Campus interview  | Arranged with Chennai Silks and Alkane Technology. 239 students got appointment. In off campus 20 students got appointment   |
| 29 | Strengthening PTA   | Every department had PTA meeting and reviewed students progress  |
| 30 | Strengthening Alumni  | Alumni Meetings conducted by some departments. Whatsapp, and Facebook account have been created by some department and established contacts and regular communication. Alumni have come forward to support in higher education, employment, provide training, motivation, and financial support. |
| 31 | Value education to students                                     | Inculcated in curriculum. In addition, yoga and meditation classes arranged with the help of Sri Ramchandra Mission and Shri Vedhathri Maharishi Foundation  |
| 32 | Ragging free campus   | Students were motivated not to involve in ragging. Further, strict disciplinary rules have also been inducted. Hence, there is no incidence of ragging   |
| 33 | Competitive examination skill to students                       | Inter disciplinary classes for Competitive examination skill are conducted   |
| 34 | Consultancy service to the govt. Departments and to the society | Consultancy service given to NGOs in Organic Farming, Solid Waste  |

|    |                                   |  |
|----|-----------------------------------|--|
| 35 | Renovation of building            | Zoology lab, Chemistry lab, IQAC room, Girl student's rest room have been renovated. |
| 36 | Construction of new buildings     | Proposal submitted to UGC for construction of two class rooms                        |
| 37 | Promotion of computer knowledge   | All first year students are undergoing computer classes after regular class hours    |
| 38 | Preparation of IQAC annual report | Done   |

### 7.3 Give two Best Practices of the institution

1. Title : Continuous Appraisal Test

2. Title: Digital Database on Blood Groups

(Enclosed as Annexure IV)

### 7.4. Contribution to environmental awareness / protection

- Through village extensions programme nearly, 700 students and faculty members has implemented environmental programmes which covered tree plantation and solid waste recycling and awareness on public health.
- 125 seedlings planted inside the campus and 450 seedlings bought from Forest Department and planted in the villages during extension activities.
- In addition, 500 seedlings have been raised in the nursery and given to students to plant at their home.
- Invasive plant species *Prosopis juliflora* removed from public utility places and village irrigation tanks during extension programme.
- Usage of Plastic carry bags and plastic tumblers is discouraged in the campus.

**7.5 Whether environmental audit was conducted?**

**Done**

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

Nil

**8. Plans of institution for next year**

- Shift system to meet out the demand for arts and science courses and graduate more students
- Upgrade the institute to Autonomous Status
- Improved class rooms with smart classes
- Digital learning material for all courses
- Extension of library working hours in holidays too. ( Except Sunday)
- Remedial coaching
- NET /SLET coaching
- Entry level bridge course
- Common internal examination
- Network Resource Centre
- Digital question bank
- More number of Skill Based Training for students
- Promotion of research through minor and major research projects
- Promotion of research and exchange of information and findings through Conference/seminar / workshop/ invited lecture

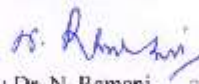
- Encouraging students to participate in the intercollegiate/ state level and national level conference/seminar/workshop
- Publication in peer reviewed journals by all research scholars and faculty members
- More number of Research guideship by the faculty members
- Ph.D. Registration by all faculty members who have not yet registered.
- Publication of research journals
- Publication of book by faculty members
- Interdisciplinary training for staff
- Interdisciplinary classes for students
- Academic audit
- Gender audit
- Administrative Audit
- Environmental Audit
- Green and clean campus
- Student-Teacher –Parent networking
- Extension service to all stakeholder through networking programme
- Complete database of students blood group
- Tutorial scheme
- Promotion of onsite and offsite interview for employment
- Regular Parent-Teacher-Student review
- Strengthening Alumni through Alumni Meeting
- Ragging free campus
- Stakeholders Networking
- Coaching classes for competitive examination

- Consultancy service to the Govt. Departments and to the society
- Renovation of building
- Construction of new buildings
- Promotion of computer knowledge
- Preparation of SSR



Name : Dr. A. Susaimanickam

Signature of the Chairperson, IQAC



Name : Dr. N. Ramani

Signature of the Coordinator, IQAC



## ANNEXURE – III

### Feedback analysis report

#### Feedback from Students

##### Appreciations

- CAT for promotion of reading (Continuous Assessment Test)
- ICT methods in teaching
- Online Course through NPTEL
- Sports Infrastructure for Indoor and outdoor stadium
- Encouragement to participate in the sports
- NCC programmes
- NSS events and camp
- Insurance cover for parents and students
- Public Health Programmes
- Remedial and Enrichment classes.
- Book purchase through library at discounted price.
- Students amenities centre
- Improved Network Resource Centre
- Installation of additional fans in the class rooms
- Wi-Fi facility in the department itself
- Library access on Holidays (Saturdays)
- Additional bus facilities arranged through TNSTC
- Digital text books provided at free of cost from the department and library

## Suggestions

- Regular class tests may be continued.
- Food varieties in canteen may be increased.
- More spacious class rooms needed
- Round the clock Wi-Fi facility throughout campus.
- Educational Tours and field trips to all departments
- More Number of Library tokens may be given.
- Inculcation of post graduation courses in science department.
- Part time vocational courses may be provided.

## Feedback from Parents

### Appreciations

- Spoken English class and computer courses for all students.
- Best Parent –teacher- student biannual review
- Disciplinary regulations and motions.
- Moral and financial support from the staff members for the needy persons.
- Campus interviews arranged.
- Apollo Master Health Check up for parents and general public.
- Group Personal Accident Insurance for all students and parents .

### Suggestions

- Post graduate courses in science department.

- Self employment oriented diploma and certificate courses
- Permanent coaching centre for Govt. exams
- More campus interviews

### **Feedback from Alumni**

#### Appreciations

- Online NPTEL courses
- Internet and Wi-Fi facility
- Network Resource Centre
- Digital learning resources
- ICT in teaching
- Student welfare Club activities.
- Interactions with alumni and Inviting alumni for college functions.
- Periodical Get-together.
- College Website update and regular web postings about events
- Employment opportunities through campus interviews.
- Insurance coverage for parents and students.

#### Suggestions

- Require more number of industrial visits and field trips.
- Job oriented Vocational Graduate Courses may be included
- More number of soft skill programmes may be introduced in the curriculum
- Arrangement of educational tours for all departments.

- Department wise whatsapp groups to strengthen Alumni
- Intimation of college functions through e-mail, Face book and what's app.

*H. Suresh*  
Name & Signature of the  
Director/Coordinator, IQAC

Dr. A. SUSAMANICKAM  
*A. Susamanickam*  
Name & Signature of the  
Chairperson, IQAC

## ANNEXURE-IV

### PRACTICE – I

(i) Title: Continuous Appraisal Test.

(ii). Objective :

To improve the academic performance of the students

(iii). Context:

Our institution is located in the rural area to extend educational support for those who do not have access otherwise. Almost all students admitted here are hailed from the villages and except a few all others admitted here are come from Government School. They completed their school education only in their mother tongue i.e.in Tamil. When they admitted in the college, except a section of Economics which is in Tamil medium, all other courses are being taught in English. A sudden change from Tamil to English medium put heavy pressure on the students and they find difficulty to understand and memorize voluminous text in English.

The existing practice of two internal examinations and one external examination per semester do not make the student to study continuously and well prepared for the examinations. Habitually, students spend their evening and weekly holidays in entertainments and cover the lessons in the hurly burly just before examinations. Hence, many students found difficulty to pass in the first attempt. Subsequently, arrear papers accumulate and give additional burden which eventually ends in more number of gross failures. Hence, the IQAC has proposed an alternative to improve the result named as CAT (Continuous Assessment Test).

(iv) Execution of the Practice:

During each semester, after a period of one month, students are requested to write a slip test in any one subject on every working day for the first half an hour in cyclic mode to cover all

subjects in a week. Subsequent class hours are adjusted by 10 minutes in the morning session. This technique has facilitated the students to study few hours at home and get in touch with subjects regularly. Staff members are requested to correct the papers within the next cycle and assess the students' progress.

(v) Evidence of Success

- ❖ Marks scored in the internal examinations have improved.
- ❖ Gross failures in the semester exams have come down in many departments.

(vi) Problems Encountered:

- ❖ Murmuring and unhappy among the students in the initial period. But, later they understood the impact during internal and external examinations.
- ❖ Objections rose from the staff members that they found difficulty to allot time to correct the daily test papers.

vii) Outcome:

Total pass percentage has improved from 55% to 72% in the odd semester and the even semester results are not yet fully published.

Practice II:

i) Title: Digital database on Blood Group of Students

ii) Objective :

To extend medical support at emergency health care to the students, parents and staff.

iii) Context:

Our institution holds interest on the welfare of the families of nearly 2300 students and 200 teaching and non teaching staffs. Every year the members of the stake holders seldom come across medical emergency situation during which they need blood transfusion. It is almost a regular event that we receive calls from the students, parents and staff for blood donation. We

request volunteers from students and staff for blood test and send them on time. On contrary, on holidays we could not pass the message and identify the donors. Hence, IQAC has suggested a digital data base of blood donors and their blood groups with phone number and address.

iv) Execution of the Practice:

Department of Zoology, Information Technology, YRC, RRC, NSS, NCC and Health Department, Govt. of Tamilnadu have jointly organized a Blood Donor camp and conducted mass medical examination of blood groups and digital record keeping. Eventually, 2145 donors have been tested and registered. Digital records have been compiled and readily available with office, IT, Zoology and Health Departments. Every year at the time of admission, fresher's data are also being updated.

Evidence of Success:

- ❖ Enrolment of 2145 volunteers for blood donation is a clear indication of success.

(V). Problems Encountered and Resources Required

The Blood Donor Registration Camp was organized for one day expecting some hundreds of students, unfortunately there was a rapid and voluminous response from the students and staff for which we have not prepared. Department of Health Services, Govt. of Tamilnadu, immediately came to our rescue and sent 80 technicians. 300 student volunteers were also involved to handle the situation and finally the task was completed within a day as planned earlier.

(vi). Outcome

- ❖ We have a permanent and readily accessible digital data base of blood donors and their details.

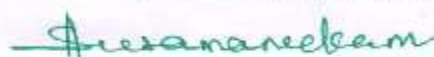
- ❖ Our students have donated blood for surgical intervention at Maternity Hospital, Thirupathur, Govt. Medical College Hospital, Madurai and Govt. Medical College Hospital, Sivagangai and so for five families have been benefitted in the academic year 2016-2017



*Name & Signature of the*

*Director/Coordinator, IQAC*

Dr. A. SUSAMANICKAM



*Name & Signature of the*

*Chairperson, IQAC*



