AQAR Reviewed List

AQAR Submitted Details

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SI NO	HEI Name	AISHE ID	Academic Year	Submitted Date	Status	Cycle No	Action
1	ARUMUGAM PILLAI SEETHAI AMMAL COLLEGE	C-28532	2020-2021	23-02-2022	Accepted	3	AQAR Review Details HTML Report PDF Report
2	ARUMUGAM PILLAI SEETHAI AMMAL COLLEGE	C-28532	2019-2020	04-01-2021	Accepted	3	AQAR Report Details HTML Report PDF Report
3	ARUMUGAM PILLAI SEETHAI AMMAL COLLEGE	C-28532	2018-2019	02-04-2020	Accepted	3	AQAR Review Details HTML Report PDF Report

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Higher Education Institution

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08/01/2021

PRINCIPAL
ARUMUGAM PILLAI SEETHAI AMMAL COLLEGE
TIRUPPATTUR-630 211
SIVAGANGAI DIST

Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**ARUMUGAM PILLAI SEETHAI AMMAL COLLEGE**
Name of the head of the Institution	**Dr. (Capt.) KR.Jeyakumar**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04577-266176**
Mobile no.	**9842184009**
Registered Email	**principal@apsacollege.com**
Alternate Email	**iqac@apsacollege.com**
Address	**ARUMUGA NAGAR, MADURAI ROAD, THIRUPPATHUR**
City/Town	**Tiruppattur**
State/UT	**Tamil Nadu**
Pincode	**630211**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**private**
Name of the IQAC co-ordinator/Director	**Dr. N.Vijayanand**
Phone no/Alternate Phone no.	**04577266176**
Mobile no.	**9894289088**
Registered Email	**principal@apsacollege.com**
Alternate Email	**vijayapsac@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://apsacollege.com/wp-content/uploads/2020/10/AQAR_2018_2019.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://apsacollege.com/wp-content/uploads/2020/10/COLLEGE-DIARY-2019-2020.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	**B++**	**81**	**2005**	**21-Sep-2005**	**20-Sep-2010**
2	**B**	**2.40**	**2012**	**15-Sep-2012**	**14-Sep-2017**
3	**B+**	**2.51**	**2019**	**08-Feb-2019**	**07-Feb-2024**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**18-Jun-2007**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Workshop on Google Forms and Drive	26-Apr-2020 3	92
Online Workshop on e-content	22-Apr-2020 3	92
UGC Quality Mandate Committee formation (Online mode)	15-Apr-2020 3	75
Workshop on Life skills, Emotional Intelligence and Leadership Qualities	15-Mar-2020 3	40
National Seminar on Emerging Trends in Banking Sector	14-Feb-2020 2	275
Workshop on Entrepreneurial Skills	28-Jan-2020 1	130
Training Program on Public Financial Management System	20-Jan-2020 1	15
Awareness Program on Enterprise Resource Program	06-Dec-2019 1	10
[View File](#)		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2020 0	0
[View File](#)				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**7**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Two online courses has been started by Department of Botany and English

11 workshop and one UGC national seminars has been organized

Due to pandemic situation, Initiatives regarding Digital learning platform has been established.

25 out reach activity has been conducted for the benefit of the Society

Online Feedback System from Parents, Students, Alumni and Faculty

[View File](#)

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Organizing Seminar/Workshop/Conference	One UGC sponsored seminar, 11 workshop, 17 webinars were organized.
[View File](#)	

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
GOVERNING BODY	16-Mar-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	11-Jan-2020
17. Does the Institution have Management Information System ?	Yes

| If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words) | Yes, we have partially implemented management information system in our college such as Digital Transfer certificate, students attendance, Digital Student Application, Merit list generation and Students databases. This year online application has been introduced. Salary administration is through online web pay roll. we have Biometric attendance for staff through Finger Print Recognition System. PFMS and Tally ERP in Financial Management for transparency and effective flow of funds. Online feedback systems for the stakeholders is also provided. |

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The curriculum design is revised once in three years by the University to ensure updated information, fulfil current needs and to improve the quality of higher education. Preparation of Pos, PSOs, and Cos: Every department prepares the Programme Outcomes (Pos), Programme Specific Outcomes (PSOs), and Course Outcomes (Cos) for their programmes and courses. Course Syllabus, Course Outcome and Programme outcome is sent to all the students through email and also uploaded in college website in the respective department section. Department Meetings are conducted at periodic intervals to discuss the courses and programmes to be implemented for effective delivery of the curriculum. Every three years, we have the flexibility in choosing the allied and skill-based papers from the curriculum design. Lesson Plan: Lesson Plan ensures well-planned delivery of curriculum to the students and hence all staff members are asked to prepare the Lesson Plans for their respective courses with their Course Outcomes (Cos) through well-planned documents. We channelize our efforts in the process of teaching and learning, using appropriates methods and techniques appropriate to the learners and subjects. Textbooks and technologies are used to make the learners know the point of the view of their curriculum. Google Classroom is used by our staff members as one of the curriculum delivery methods and they are properly documented. After finding the learners' learnability through assessments, special attention is given to them. Remedial Classes and Enrichment Classes: Remedial courses are offered to weaker students to perform better in their next exams. Enrichment classes are conducted for bright students. Regular class tests are conducted before the commencement of the class hours. Bridge Courses: Bridge Courses for the first-year students are conducted in order to bridge the gap between two levels of competence. Core Papers: Core papers are major papers handled by the staff members of the concerned department. Course outcome, lesson plan, and e-notes are prepared by the teaching staff members for effective delivery of the curriculum to the students. Non-Major Elective Course aims to modify the behavioural tendency by experience. Allied Papers: Allied papers offer choices to the students to select courses from the list of the allied papers. In the social context, extension activity is part of their learning. It makes them aware of the needs, norms and the demands of contemporary society. Interdisciplinary Skill Papers; Effective Employ-ability skills, Competitive Examination Skills, value

education, basic internet and office automation, fruit vegetable preservation and equipment handling papers are chosen by our college to impart the skills ability of the students. Teachers conduct tasks and activities for learner interpretation and performance in the class – for the whole class, group. Pair or individual tasks and activities bring the greater impact of curriculum on students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Nil	Nil	Nil	0	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BVoc	Banking and Financial Services	30/07/2019
BVoc	Software Development	30/07/2019
View File		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	Nil	Nill

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Interpersonal Skills	29/07/2019	11
Bioenergetics of Life Process	24/02/2020	1
Python for Data Science	27/01/2020	1
Speaking Effectively	27/01/2020	1
Soft Skill Development	27/01/2020	10
English Language for Competitive Examination	27/01/2020	1
Introduction to Rings and Field	27/01/2020	1
Nanotechnology, Science and Applications	19/07/2019	1
Solar Photovoltaics Fundamentals Technology And Applications	19/07/2019	1

Physics of Materials	19/07/2019	1
	View File	

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nill	Nil	Nill
	View File	

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
Feedback from various stakeholders play a vital role in futuristic development of the institution. Feedback related to curriculum, acts as a moderator for institutional incremental changes and reforming the curriculum that suits the local needs. Every year, feedback is obtained from the students regarding curriculum aspects such as quality and quantity of syllabi content, practical and employment oriented syllabi content, level of syllabi content (Difficulty or easy) and the feedback is analyzed and placed before academic council meeting. Suggestions from council members is consolidated and final draft is obtained for making necessary changes. Faculty members who are designated as Chairperson or Member in Board of Studies pour their suggestions and help in altering the syllabi according to latest development needs. The suggestions derived from the council meetings is placed before college governing body for necessary measures. Consolidated Feedback report is once again discussed in the academic council meeting and necessary suggestions are implemented in the next academic year.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Economics TM & EM	138	107	100
BCom	Commerce	138	359	127
BSc	Maths	44	85	40
BSc	zoology	44	109	44
MA	Economics	24	8	6
	View File			

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2161	114	82	12	42

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
95	95	70	12	1	53

View File of ICT Tools and resources

View File of E-resources and techniques used

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

Mentor system acts as an interface between mentor and students. The purpose of the mentor-mentee system is to provide guidance to the students on the academic matters and to maintain professional relationship between students and the faculty members. Based on student's strength, each faculty members are assigned 20-35 students for the whole programme duration. Faculty member would be a mentor for a group of students. Mentor identifies the problems faced by slow learners and first generation learners and also to encourage advanced learners. Mentor will maintain the student's profile. Mentor helps the students with exploring careers, setting goals, developing contacts and identifying resources. The scheme aims at addressing conflicts in attitude, habits and knowledge of the students towards learning practices. Mentor often interacts with the students and monitors their academic performance and attendance. Mentor is responsible for the attendance, studies and well behavior of the assigned mentee. They counsel the students with the help of the HOD for improving their academic performance and attendance. Meetings with the parents of the students are conducted after the publication of result every semester to discuss on academic performance and other personal problems. Counseling cell for both genders and Internal complaint committee are established in our college to address the student's grievances both on academic and personal issues. Career guidance committee mentors the students related to career development, employment opportunities, higher education and On-campus and Off-campus placement drives. Students are also provided adjunct platform to enable ICT learning through Massive Open Online Courses (SWAYAM platform). In the mentoring process, all necessary information related to the student's profile, attendance particulars and academic records such as semester wise internal and external examination performance and etc., are initially collected by the mentor through the student database format provided by the IQAC. This system is much useful to keep eye on all students conduct and progress

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2275	95	23.9

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
77	75	2	Nill	52

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr.N.Vijayanand	Assistant Professor	NPTEL Discipline Stars

View File

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	158	2019-2020	22/03/2020	12/10/2020

View File

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Since our college is an affiliated one, we do not have the freedom of evolving our own system of evaluation we have to follow only the evaluation reforms of the university. Only for the Internal Assessment, the institution evolves a method of awarding marks to the students. As a part of effective educational strategy, the institution adopts Continuous Internal Evaluation system to assess all aspects of a students' development on a continuous basis throughout the year. IQAC of our college recommends daily test for half an hour before first hour i.e., 10.00 AM to 10.30 AM., on all working days. Schedule of the invigilator and the subject for each day order is prepared and followed. This continuous internal daily test increases the pass percentage as well as the continuous reading habits of the students. In science departments model practical examinations are carried out and are used to award internal marks in practical work. In the case of two cumulative internal assessment tests are being conducted in each semester, the answer papers are shown to the students about for their performance before entering. For assignments and seminar papers also, the evaluated scripts are returned to the students. As a part of reform method to monitor the performance of the students, parents are asked to meet the concerned Mentor to discuss regarding academic uses of personal issues. There is an effective and transparent mechanism for redress of grievances in respect of internal evaluation.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The college calendar is based on several academic principles and directions given by the UGC, Director of Collegiate Education and the Alagappa University to which the college is affiliated. The College Calendar contains information of the student profile, members of the college council, Department wise teaching staff list, non-teaching staff list, management staff list, library, N.S.S., N.C.C., Thrift society and various committees are formed well at the beginning of each academic year. The co-coordinators and committee members propose action plans of various activities and details of regular courses, self-financing courses and part-time courses, curriculum details, college and other fees to be remitted and semester wise comprises ninety working days details. Each year finally approved calendar is printed in the College hand-book and also uploaded in the college website. The college calendar copies are distributed to all the students and staff at the beginning of the academic

year. It provides plan for the academic year to students and teachers. Continuous assessment test schedules are discussed in the council meeting and the details are mentioned in the calendar. Following the institution academic calendar, every department creates teaching plan to ensure timely delivery of syllabus. These topics and chapters are chosen keeping the upcoming CIE in mind. The timeline created allows the students to complete the given syllabus in enough time.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<div align="center">

https://apsacollege.com/courses/

</div>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
158	BA	Economics	51	51	100
View File					

2.7 – Student Satisfaction Survey

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

<div align="center">

http://apsacollege.com/wp-content/uploads/2020/12/SSS_2019_2020.pdf

</div>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	730	UGC, SERO	220000	0.44
View File				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Workshop on Enterpreneurial skills on Air conditioning and House Wiring circuits	Physics	26/02/2020
One day workshop on 'TechEd-2020'	B.Voc	04/03/2020
one day workshop on MSME Schemes	Entrepreneurhsip Club	17/12/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category

Nil	Nil	Nil	Nill	Nil

View File

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill

View File

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Library	1

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Chemistry	2	0
International	Zoology	5	10
International	Library	2	0
International	Business Administration	3	0
International	English	4	0
International	Commerce	5	0
International	Economics	3	0
International	Botany	2	0

View File

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
BBA	3
Physics	1
English	1
Botany	1
Library	6
Economics	4
Tamil	9
Commerce	1

View File

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/

Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Vermirem ediation of urban and agricu ltural biomass residues for nutrient recovery and vermif ertilizer production	Dr. J. Arockia John Paul	Waste and Biomass Va lorization	2020	1	Arumugam Pillai Seethai Ammal College, T hiruppathu r	1
Vermicon version of biowastes with low- to-high C/N ratio into value added verm icompost	Dr. J. Arockia John Paul	Bioresou rce Technology	2019	12	Arumugam Pillai Seethai Ammal College, T hiruppathu r	12
A Novel Method Applied to the Production of Biodiesel from Neem Oil	Mr. A.Ba lasundaram	Internat ional Journal on Emerging T echnologie s	2019	1	Arumugam Pillai Seethai Ammal College, T hiruppathu r	1
			View File			

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
A Novel Method Applied to the Production of Biodiesel from Neem Oil	Mr. A.Ba lasundaram	Internat ional Journal on Emerging T echnologie s, 10(2), pp. 291-298	2019	1	1	Arumugam Pillai See thaiAmmal college.
A New Process for the	Mr. A.Ba lasundaram	Internat ional Journal of	2019	1	Nill	Arumugam Pillai See thaiAmmal

Production of Biodiesel from Used Vegetable Oil		Engineering and Advanced Technology, 8(6), pp. 2801-2807				college.
Potential of peel extracts of Punica granatum and Citrus aurantifolia on alloxan induced diabetic rats	Dr. N. Vijayanand	Beni-Suef University Journal of Basic and Applied Sciences, 9 (24):2-11.	2020	5	Nill	Arumugam Pillai Seethai Ammal College
Biofertilizing Potential of Seaweed liquid extracts ofmarine macro algae on growth and biochemical parameters of Andrographis paniculata	Dr. N. Vijayanand	Plant Archives. 19 (2): 3201-3206	2019	5	Nill	Arumugam Pillai Seethai Ammal College
Vermiconversion of biowastes with low-to-high C/N ratio into value added vermicompost	Dr. J. Arockia John Paul	Bioresource Technology, 297:1-8	2019	7	12	Arumugam Pillai Seethai Ammal College
Vermiremediation of urban and agricultural biomass residues for nutrient recovery and vermifertilizer	Dr. J. Arockia John Paul	Waste and Biomass Valorization, https://doi.org/10.1007/s12649-019-00899-0	2019	7	5	Arumugam Pillai Seethai Ammal College

production						
Green synthesis of zinc sulfide nanoparticles using Abrus precatorius and its effect on coelomic fluid protein profile and enzymatic activity of the earthworm, Eudrilus eugeniae.	Dr. J. Arockia John Paul	Bionanoscience. 10: 149-156.	2020	7	Nill	Arumugam Pillai Seethai Ammal College
Changes in the protein profiling of earthworms cultured in toxic substrates	Dr. J. Arockia John Paul	Gedrag Organisatie Review, 33: 2513-2523	2020	7	Nill	Arumugam Pillai Seethai Ammal College
Efficacy of dye degradation of contaminated soil microbial isolates	Dr. J. Arockia John Paul	Materials Today: Proceedings, https://doi.org/10.1016/j.matpr.2020.02.692	2020	7	Nill	Arumugam Pillai Seethai Ammal College
			[View File](#)			

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	8	16	4	Nill
Presented papers	28	33	Nill	Nill
Resource persons	1	3	4	10
		[View File](#)		

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and

Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Awareness Programme on Rain water harvesting. Date: 12.10.19 13.10.2019	Department of English and Govt. Middle School, T. Pudupatti	14	64

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	Nil	Nill

View File

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
UJJAWALA	Tamil Nadu Women Police Unit , Thiruppathur	All About Women Protection Program	11	100
JAN ANDOLAN	RRC and YRC	Coronavirus and AIDS awareness campaign Date: 11.03.2020	7	150
JAN ANDOLAN	YRC	Cancer Awareness Programme Date: 04.02.2020	4	275

View File

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	0

View File

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact	Duration From	Duration To	Participant

details					
Nil	Nil	Nil	Nill	Nill	0
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nill	Nil	Nill
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
340000	340000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Others	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Video Centre	Existing
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
MODERN LIB	Partially	4.0	2020

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	34175	2466212	663	119258	34838	2585470

Reference Books	742	283684	8	6631	750	290315
e-Books	3135000	5900	Nill	Nill	3135000	5900
Journals	24	20990	Nill	Nill	24	20990
e-Journals	6000	5900	Nill	Nill	6000	5900
Digital Database	Nill	Nill	Nill	Nill	Nill	Nill
CD & Video	429	12049	56	Nill	485	12049
Library Automation	1	40000	Nill	Nill	1	40000
Weeding (hard & soft)	3584	163761	Nill	Nill	3584	163761
Others(specify)	Nill	Nill	Nill	Nill	Nill	Nill

[View File](#)

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nill

[View File](#)

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	114	3	15	4	0	2	15	0	0
Added	14	1	0	0	0	0	0	0	0
Total	128	4	15	4	0	2	15	0	0

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	[NIL](#)

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
7997000	6000434.76	1637200	1526950

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The institution practices a policy of decentralization of authority for efficient look over, maintenance and best utilization of its available resources. In our college, computers, labs, sports complex, ICT classrooms are utilized effectively through well planned schedule. Computers present in common lab maintained by Department of Information technology are used to conduct special computer class for all the students. This program is mandatory for first year and second year students. In addition, we have well equipped common bioinstrumentation lab for doing basic scientific research for Physics, Chemistry, Botany and Zoology faculty members and students. This lab is also used to train the school teachers and students as part of extension services for National Children Science Congress programme by Zoology department. This program cultivates basic scientific temperament to the teachers and school students. Each and every department is provided with computers and internet facility. They use the computers and net facilities for registration for National Academic Depository as suggested by MHRD, download e-notes, sending feedbacks to IQAC, download videos and audios and also to maintain the academic records of the students. In our central library, we have subscribed for N-LIST, INFLIBNET and NPTEL resource materials. Students can use these facilities to equip their knowledge base at anytime and anywhere. Students make use of the indoor stadium after the regular academic hours. We conduct University level Alagappa University intercollegiate tournament in our college every year. This year, we have hosted Kabbaddi (men and women) intercollegiate tournament. Department library is equipped with good collection of teaching materials, e-books and research articles. Students are permitted to utilize the internet facilities and department library facilities for collecting study materials for seminars and assignments.

https://apsacollege.com/wp-content/uploads/2020/03/4.4.2.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	BC,MBC,DNC,SCST Government scholarship	804	1899228
b)International	NIL	Nill	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability	Date of implemetation	Number of students	Agencies involved

enhancement scheme		enrolled	
Nanotechnology, Science and Applications	19/07/2019	1	NPTEL
Solar Photovoltaics Fundamentals Technology And Applications	19/07/2019	1	NPTEL
Physics of Materials	19/07/2019	1	NPTEL
Python for Data Science	27/01/2020	1	NPTEL
Speaking Effectively	27/01/2020	1	NPTEL
Soft Skill Development	27/01/2020	10	NPTEL
English Langauage for Competitive	27/01/2020	1	NPTEL
Introduction to Rings and Field	27/01/2020	1	NPTEL
Interpersonal Skills	29/07/2019	11	NPTEL
Bioenergetics of Life Process	24/02/2020	1	NPTEL

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Nil	Nill	Nill	Nill	Nill

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed

THE CHENNAI SILKS, SREE KUMARAN THAN GAMALIGI, TVR Enterprises.	425	201	NIL	Nill	Nill

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	4	B.Sc.	Zoology	Alagappa University, Alagappa Govt Arts College, Karaikudi, Arumugam Pillai Seethai Ammal College of Education	M.Sc. B.Ed.
2020	6	B.A	ECONOMICS	APSA COLLEGE, Thiruppathur	MA Economics
2020	11	B.A	English	Arumugam Pillai Seethai Ammal College Thirupathur, Alagappa university.	M.A.,B.Ed. ,M.B.A
2020	5	B.Sc.	Physics	Alagappa University, Karaikudi. Dr.N.G. P Arts and Science College, Bharathiar University, Coimbatore. Alagappa Govt. Arts College, Karaikudi, Alagappa University. Govt. Arts College, Madurai	M.Sc. physics

				Kamaraj University, Melur.	
2020	3	B.Sc.	Chemistry	Alagappa university, Senthikumara Nadar College Virudhunagar.H.H.Rajas government college, pudukotai.	M.Sc. Chemistry
2020	5	B.A	History	Alagappa university, Thavathiru Kundrakudi Adikalar College of Education for women.	M.A., B.Ed.
2020	3	B.Sc.	INFORMATION TECHNOLOGY	ALAGAPPA UNIVERSITY, Karaikudi.	M.C.A
2020	6	B.Sc.	Computer Science	Algappa Govtnmnet Arts college, Karaikudi, Algappa University, Karaikudi JJ College, Pudukottai, APSA College of Education.	M.Sc.,MCA, B.ED

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	Nill
NET	Nill
SET	Nill
SLET	Nill
GATE	Nill
GMAT	Nill
CAT	Nill
GRE	Nill
TOFEL	Nill

Civil Services	Nill

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Alagappa University Intercollegiate Kabaddi for women Nill	INTER COLLEGE	216
Alagappa University Intercollegiate Kabaddi for men Nill	INTER COLLEGE	288

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	NIL	National	Nill	Nill	NIL	NIL
2020	NIL	National	Nill	Nill	NIL	NIL

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

Each department in our college has its own association with its council representatives. A III year student takes the lead as the student's council representative of the association of the respective department. Student form the II I year are appointed as members. The members bring the views and suggestions related to subjects, syllabus and other issues of the entire class to the Council representative. The Council representative inturn brings the issue to the HOD of the department. The HOD discuss the issues with the staff members of the concerned department to bring out a solution to the represented issues.The student Council representative and the members take the responsibility of organizing the invited lectures and other programs conducted by the department. They also take the roll in arranging industrial visits after discussing with the class students. The internal quality assurance cell (IQAC) of our college also includes two student members (one male and one female) which helps us to interact closely with students in improving the quality and standards of the institution.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Alumni Association of our college is registered (Reg.No.47/2005), since 2005. The composition of Alumni Association for the year 2018-19 are as follows Mr.N.Rameswaran - President Mr.N.Arumugarajan - Vice President Dr.SM.Alagappan - Secretary Dr.M.Vijaya - Joint Secretary Mr. M.Tamilmani - Treasurer Dr.RM.Chandrasoodan - Executive Member Dr.P.Kasivairavan - Executive Member Dr.R.Premarani - Executive Member

5.4.2 – No. of enrolled Alumni:

685

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

185498

5.4.4 – Meetings/activities organized by Alumni Association :

Total number meeting organized during the year 2019-2020 is 4. Alumni of Department of computer science- 3 meetings. Alumni of Department of physics - 1 meeting.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Our institution follows the practice of decentralization and participative management in the sphere of administration. The College governing Body is constituted based on the vision and mission of the institution. Governing body provide different strategies for quality enhancement in related to academic, administrative, developmental and financial aspects to the Internal Quality Assurance Cell. The IQAC, which is the parallel body of the Principal Office, delegates the academic, administrative and all other works to the IQAC members to exercise effective monitoring of quality aspects in the college. IQAC team along with the academic council members discusses different aspects to enhance the quality parameters of the institute. Their opinions are invited and final decision is taken. The decisions based on the policies tuned to the vision and mission of the college is implemented through the Principal and the Council Body. The internal coordination is effectively carried out by decentralizing the authority of the Principal and monitored with the help of the Vice - Principal. 1. Principal Level He is the Member Secretary of the governing body and Chairperson of IQAC. Various statutory and non-statutory committees are formed in consultation with the IQAC. Faculty members are given representation as either convener or member of different committees. Every year, the committees may be restructured according to the need. In majority of the committees, principal heads the committee and ensures smooth functioning of the committee. 2. Department level At Department level, the Council decision is discussed and the work is shared by the staff members. The Head of the department convenes the department meetings and discusses the programs for the entire financial year. The work is assigned among the faculty members for the smooth and effective functioning of the department. Each faculty member in the department are assigned particular work such as Test Coordinator, Vice-President, IQAC Representative, Department Library in-charge, Tutor- in Charge etc., Department along with all faculty members discuss about the academic progress of their students, co-curricular and extracurricular activities, research activity, digital learning aspects etc., and elucidate various strategies for enhancing the quality. In association activities, students are assigned the role as secretary, joint secretary and a representative from each class. They effectively participate in conducting the association activity, student's seminar etc.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details

Admission of Students	Admission of Students 1. The admissions of the students are strictly followed as per rules and regulation laid out by Government of Tamil Nadu and UGC norms. 2. Sports Quota, Differently abled quota, Ex-service man quota, and Repatriate quota is also followed as per norms. 3. Admission process is done through semi-automated management information system which generates selection of list through quota wise and also generates rank list based on merit.
Industry Interaction / Collaboration	1. This year two MoUs are signed for vocational courses. 2. Departments are advised to choose elective course that meet the industry employment oriented aspects. 3. This year, workshop entitled Entrepreneurial skills in Air-conditioning and House wiring circuits was organized by Physics department on 26.02.2020 along with Yadava Industrial Institute, Thiruppathur. Students were exposed to hands on training on Air conditioning, house wiring, circuits etc., and another workshop entitled "Tech ED 2020" along with WBC, Software Company, Karaikudi was organized on 04.03.2020. This program disseminated the various aspects of technological advancements and its key role in all spheres to the students. 4. Departments are advised to organize invited lectures by inviting industrial persons as resource person. Through this program provides an opportunity for students to polish their theoretical and practical knowledge. 5. Women Empowerment committee, along with Khadi Village Industries Corporation (KVIC) , Ministry of Micro, Small and Medium enterprises , Government of India, Tamilnadu organized one day workshop on 28.02.2020 entitled " MSME schemes". 350 students participated in the program. This program exposed the various schemes for the students through which one can emerge as an entrepreneur.
Human Resource Management	Human Resource Management 1. The institution ensures that the required numbers of qualified and competent teachers are available to handle the courses in all departments. Recruitment of teaching staff members are done according to the norms of U.G.C and the Alagappa University. Recruitment

	committee for Faculty recruitment comprises of Secretary of the College, University Representatives, Principal and H.O.D of the Concerned Departments. 2. The College has adopted a mandatory Self-Appraisal Method to evaluate the performance of the faculty in teaching, research and extension programmes. 3. At the end of the academic year, every teacher is given a 360 degree Academic audit in google form. The form requires the teacher to give his/self-evaluation of the academic, co-curricular and extra-curricular work, papers presented at conferences, seminars, participation in workshops, refresher courses and orientation programmes. 4. The evaluation of teaching faculty by the student and the peers has been adopted in our college which helps in self-evaluation and development.
Library, ICT and Physical Infrastructure / Instrumentation	Library, ICT and Physical Infrastructure /Instrumentation 1. The central Library has been automated using "Modern Lib" Software with 4.0 versions equipped with over 34,838 books, 24 reputed national, international journals and Magazines and 6 dailies. 2. It has an Institutional membership of N-LIST. More than 6000 e-journals and 31,35000 e-books can be accessed under N-List 3. Printer, Scanner, Xerox machine, barcode printer, E-gate register with ID scanners, CCTV cameras and reprographic service, 7 systems with internet facility is enabled in the library. 4. The sprawling college campus runs over an area of 87 acres which is comprised with 69 class rooms, 6 Laboratories, one Indoor and Outdoor stadium, 2 seminar halls, semi-automated central library with barcoding facility. This year one class room has been constructed. 5. Bio instrumentation lab is established for faculty members, research scholars and students to cultivate basic scientific temperament. Lab is equipped with major instruments such as Polymerase Chain Reaction (PCR), Deep Freezer, Atomic Absorption Spectrophotometer, Flame photometer, Laminar Air Flow, Plant Tissue Culture Rack etc.,
Research and Development	Research and Development As Quality Mandate initiative, CARE (Consortium for Academic and Research Ethics)

	committee is established and thorough this committee staff members are motivated to take up UGC Research Projects (Major and Minor), publish research articles and apply for patent. In this year , 26 research publications in UGC recognized journals, 6 number of books and 20 number of conference proceedings was achieved by our faculty member in this year. Mr.A. Balasundaram, Assistant Professor of Chemistry is doing one UGC Minor research project. 26 faculty members attended international/ national conferences/ symposia / seminars and 55 faculty members presented papers in various seminars, conferences and workshop during this academic year.. Students of B.Sc Information Technology, B.Sc Computer Science, Bachelor of Business Administration and M.A., Economics take up research based projects in final year which helps to inculcate research aptitude among them.
Examination and Evaluation	Examination and Evaluation 1. In each semester, two internal tests are conducted through centralized internal test which reflects transparency in conduction of examination. 2. Apart from internal tests, regular class tests are conducted by all the departments in the regular academic hours. This practice makes the students to perform well in internal as well as in external exams. 3. Continuous evaluation is carried out through different methods like internal assessment test, assignments, seminar presentations, projects etc. 4. Transparency is maintained in evaluation process and students can review their copies. 5. The University sets the semester examination question paper. 6. The practical examination is conducted with internal and external examiners appointed by the controller of examination. 7. Examination committee is set up in the college to ensure smooth conduct of examinations. 8. End semester examinations are conducted twice in a year.
Teaching and Learning	Teaching and Learning 1. Apart from talk and chalk method, all faculty members prepare e-notes for their allotted papers. E-notes are uploaded in college website and also sent directly to the students through their

	email. We have subscription in National Depository Library which is designed to benefit all kinds of users like students, teachers, researchers, librarians, library users, professionals, differently abled users and all other lifelong learners. We have also subscribed to N-LIST journals which are used by faculty members, research scholars and students. 2. A detailed lesson plan in accordance with the learning objective is prepared. 3. Evaluation of teachers by students is conducted periodically through online systems. 4. Besides the traditional teaching method, group discussion, class level seminars, industrial visit, use of charts, LCD projectors and computer is facilitated for learning to bridge the curricular gap. 5. Due to pandemic situation, digital mode of teaching was taken in our hand in order to facilitate the flow of teaching and learning process. 6. Workshop on Google suites for faculty members were given which bridged the gap created by pandemic situation on teaching and learning aspects. 7. Quizzes based on the subjects as well as on general topics were conducted to keep teaching-learning proactive. 8. Two online courses were floated this year entitled Phonetics and Developing Soft Skills by Department of English and Botany. 9. Our faculties have published 6 books covering various topics in this academic year. 10. This year, we conducted 97 e quiz on subjects through google forms which enabled the students to prepare for the forthcoming semester exams.
Curriculum Development	Curriculum Development 1. The design and development of academic curriculum is done by the University. 2. Even though, our college is an affiliated one to Alagappa University, we have free hand to choose the elective subjects, skill based subjects, non-major electives which is equipped with procedural skill and employment aspects. This helps us to enrich curriculum delivery to the students. 3. The Institute supplements the curriculum through enrichment program in the form of value added courses and soft skill trainings. 4. In addition, along with classroom teaching other activities such as projects, Industrial

visit, survey etc. are adopted. 5. Several faculty members are appointed as chairman and member in Board of studies by the university who involve in course restructuring, adding valuable inputs into the syllabus focusing on skill and employment areas. At present, 54 members are acting as chairman/member in their respective Board of Studies.

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

E-governace area	Details
Planning and Development	Planning and Development In this year, staff support services such as salary, pay slips, salary certificate, tax returns etc., are implemented through e- governance. Pay slips, salary certificate, tax returns are sent to respective emails as one of the initiatives of ICT practices. 1. All official communications, college-events and activities are communicated through mails and social media (WhatsApp group) notices and reports are also circulated via department e-mails and HoDs WhatsApp group. 2. All the decisions taken in the college council meetings and the Governing body meetings are send through a common WhatsApp which is administered by the Principal, Vice-Principal and the IQAC Coordinator. 3. Each and every department have whatsapp group among their staff members and students. Communications such as examinations, feedback, marks, programme schedule etc., between faculty members and students are done through whatsapp group. 4. Next year, full automation regarding academic and administrative aspects is going to be implemented. This initiative adds value that the college development is progressing in the right path.
Administration	Administration 1. As a part of e-governance and target of paperless, IQAC has implemented electronic mechanisms in administrative structure. 2. From this year we have implemented online admission process. Application is available in the website which enables the students to download the application and send through mail. 3. staff support services such as salary, pay slips, salary certificate, tax returns are done through electronic mechanisms (For ex. IFHRMS)

Finance and Accounts	Finance and Accounts • Finance and accounts are digitalized since 2010 and maintained by the staff of our college office and the hard copy of the same is verified by the college Superintendent and counter signed by the college Principal and the Secretary of our college. • Salary section is maintained online and the Contributed Pension Scheme can be viewed by all the staff members Online. • Scholarship issued by the Government is also maintained online. • Public Finance Management System (PFMS) has been introduced in our college and it has come into operation since 1st June, 2019.
Student Admission and Support	Student Admission and Support • Student admission is carried out with the online support provided by the institution. • Admission process is done through semi-automated management information system which generates selection of list quota wise and also generates rank list based on merit • 12 classrooms are equipped with LCD projectors to enhance the teaching learning process. This year, one projector has been purchased by Economics department. • Students can access their academic performance through Whatsapp group. • Departments are provided with Wi-Fi modem which is open for the students to download e-resources. • Local Chapter of SWAYAM – NPTEL Online courses has been inducted in our campus since 2015 as a part of Massive Open Online Courses (MOOC). This year, 29 students have cleared online exams with certificates. • 1 TB of hard disk containing online course resource material is available as adjunct platform of digital learning which enables the students to enhance their knowledge. • DIGIMAT, an open source software containing various online courses of SWAYAM-NPTEL is available for the students • E-notes for all the course papers are made available in the college website for easy access of the students. • Through National Academic Depository Cell, we enroll the students in NAD portal which helps them to preserve the certificates in digital platform.
Examination	Examination • Due to pandemic covid-19 situation, even semester examination was conducted online for

	the students. Answer scripts were submitted in PDF format in the link provided by the University. • Evaluation of the answer scripts was done through online mode by the faculty members. • Fee forms for the Alagappa University are filled online and the details are submitted in both hard and soft copy.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	Mrs.Akila	Workshop on PFMS and EAT modules	Finance section and School of Education, Gandhigram Rural Institute, Dindugal	1501
2020	Dr.R.Kasivair avan	Workshop on PFMS and EAT modules	Finance section and School of Education, Gandhigram Rural Institute, Dindugal	1501
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	ERP	Nil	06/12/2019	06/12/2019	8	1
2020	Nil	PFMS	20/01/2020	20/12/2020	1	30
2020	FOUR DAYS ONLINE TRAINING ON E-CONTENT	Nil	22/04/2020	25/04/2020	92	1

| 2020 | THREE DAYS TRAINING ON GOOGLE SUITE | Nil | 26/05/2020 | 28/05/2020 | 92 | 1 |

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	1	05/03/2020	18/03/2020	14

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	1	3	3

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. Granting permission to attend conferences, Seminars, Workshops, short-term courses on OD 2. Casual Leave and other leaves are permitted as directed by the State Government 3. Employee Provident Fund for teaching faculty. 4. Loan facility is made available for the staff through Cooperative Society. 5. Quarter's facility for both teaching and non-teaching staff members. 6. Free Medical camps are being conducted. 7. Tamil Nadu Government Health Insurance facility arranged. 8. Paternity and Maternity leave can be availed.	1. Loan facility is made available for the staff through Cooperative Society. 2. Quarter's facility for both teaching and non-teaching staff members. 3. Tamil Nadu Government Health Insurance facility arranged. 4. Granting permission to attend Workshop on OD 5. Casual Leave and other leaves are permitted as directed by the State Government 6. Paternity and Maternity leave can be availed. 7. Training is provided on a regular basis to improve their work process.	1. Amenity center is provided for the students. 2. To promote menstrual sanitation and proper disposal of menstrual waste, incineration has been installed in girls' rest room. 3. Vending machine has been installed in the girls' rest room. 4. Every year, students are enrolled in National Academic Depository portal for digitalization of their academic certificates. 5. Financial assistance is provided for the students to attend seminars, conferences, workshops and inter-collegiate competitions. 6. Financial support to the needy students to pay their fees. 7. First aid kit is available in all departments in case of any health issues. 8. Anti-Ragging Cell and Internal Complaints

Committee is constituted as per the directions laid out by the UGC and State Government. 9. Students Grievance Cell and Girl Students Welfare Committee present in our college to handle the student's grievances and also their welfare. 10. Blood group database is available in our website in case of any emergency. 11. Separate Counselling cell for both boys and girls are constituted. 12. Group Personal Accident Insurance Policy is facilitated covering all the students.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Institution conducts internal and external financial audits regularly (within 100 words each) The accounts of the College are audited regularly as per the Government rules. Internal audit is done every year by the Office Superintendent and the Principal of the college. The internal audit is carried out by checking the receipts with fee receipts and payments with vouchers and necessary evidence. It is ensured that all payments are duly authorized. The external auditor from the Joint Directorate Office conducts statutory audit at the end of financial year. The report of external auditor along with audited Balance Sheet and Income Expenditure account is maintained.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil

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6.4.3 – Total corpus fund generated

210000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NIL	Yes	Principal, IQAC Committee
Administrative	Yes	JOINT DIRECTOR OFFICE,MADURAI	Yes	Secretary, Principal, Office Superintendent

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

• Interactions of teachers with parents during parent-teacher meetings. • Faculty members maintain attendance record of students. If a student shows poor attendance, then parents are informed about the same by faculty members and Principal, and subsequently meetings are arranged by the college authority with the parents. • In almost all cases, parents provide essential support and care to ensure proper attendance of their ward. • General PTA meeting is organized for the first year students on two separate days for arts and science students to strictly follow the rules and regulations of the college. • Departmental PTA meeting to discuss about dress code, discipline, students performance in co-curricular and extra-curricular activities, result and attendance. • Parents actively participate in College Development activities. Feedback from Parents is obtained for quality improvement of the institution. • Parents are encouraged to follow up with the happenings in the campus and they are also encouraged to contact the respective mentor and head of the department.

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

1. Training on the Public Financial Management System(PFMS) given to the non-teaching staff members by IQAC on 20.01.2020 2. ERP training was given to the non-teaching staff members by IQAC as a process of automation on 06.12.2019. 3. Orientation Programme given to the newly recruited Staff members

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Introduced 2 new Vocational Programmes namely B.Voc Software Development and B.Voc Banking and Financial Services in this academic year (2019-20). 2. B.Voc department has Signed Memorandum of Understanding (MoU) with WBC Software Private Ltd, Karaikudi and HDFC, Tiruppattur. 3. IQAC has promoted the use of ICT among faculty members in this covid-19 lockdown period by conducting 3 days' workshop on Google Suite. 4. IQAC organized a 4 days' online training on E-Content for the faculty members. 5. Webinars and E-quizzes were conducted during the lockdown period to keep the teaching learning process active 6. Various Quality committees were constituted by IQAC which includes Mulaya Parvah Committee, Students Induction Programme Committee, Faculty Induction Programme Committee and UGC CARE Committee.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Orientation Program for fresher's	03/09/2019	03/09/2019	06/09/2019	831
2020	Workshop on "Inculcating Reading skills for Google	30/01/2020	30/01/2020	30/01/2020	120

2020	Workshop on "PFMS" for non-teaching staff members	20/01/2020	20/01/2020	20/01/2020	30
2020	Workshop on "Enhancing Entrepreneurial Skill"	28/01/2020	28/01/2020	28/01/2020	130
2020	National Seminar on "Emerging Trends in Banking Sector"	14/02/2020	14/02/2020	15/02/2020	320
2020	Workshop on "The Uses of E-Resources"	09/03/2020	09/03/2020	09/03/2020	60
2020	Online training on E-Content	22/04/2020	22/04/2020	25/04/2020	92
2020	Training on "Google Suite"	26/05/2020	26/05/2020	28/05/2020	92

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
All about Women Protection -	09/12/2019	09/12/2019	345	Nill

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
1. Solid waste management Solid wastes which are generated through normal activities are properly collected and segregated into biodegradable and non-biodegradable wastes. Bio-degradable wastes are further transported to four different places where separate tanks are established for composting. The fallen leaf litters are also collected by the scavengers and moved to the compost tanks. Biodegradable wastes are composted with the help of earthworms, and the vermi compost is used as manure for the organic coconut plantation in an area of one acre of land. This waste management through vermiculture practice is maintained by the Department of Zoology. Apart from this, N.S.S,

N.C.C, Eco-Clubs and Swachh Bharath volunteers keep the campus neat and clean. Non-degradable waste is stored and periodically lifted to the garbage yard of the Town Panchayats. 2. Liquid waste management: Stagnation of liquid wastes in the open environment may act as a prominent source for spreading of water borne diseases. We take utmost care in preventing water stagnation in our college. We have liquid waste origin from the Reverse Osmosis Unit for water purification, canteen, restrooms, and laboratories. They are streamlined through pipelines and supplied to the trees. Canteen liquid wastes are flushed into the panchayat's water drainage system. Since, rainwater harvesting and groundwater recharging are one of the priority areas to make the water potable, we have eight rain water harvesting pit to increase the ground water. Restroom liquid wastes are collected and destined for septic tanks. Laboratory water wastes are collected and recharged in deep in the soil. 3. 3. E-Waste Management: The E-wastes are mainly generated from the Computer Science, Information Technology, Physics and other science laboratories. These wastes are periodically collected and disposed of through vendors. On rare occasions, the waste materials will be dismantled, refurbished for replacing spares

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nill
Provision for lift	No	Nill
Ramp/Rails	Yes	Nill
Braille Software/facilities	No	Nill
Rest Rooms	Yes	Nill
Scribes for examination	No	Nill
Special skill development for differently abled students	No	Nill
Any other similar facility	No	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	23/09/2019	1	Palm Seedling	Awareness to public regarding the extinction of Palm species addressed	54
2019	1	1	05/10/2	2		Vulnera	50

2019	1	1	019		Awareness Program on Dengue Fever	bility of Mosquito borne disease	
2019	1	1	12/10/2019	2	Rain water harvesting	Water conservation	78
2019	1	1	08/02/2020	1	Bird Census at Vettangudi Sanctuary	Biodiversity Conservation	25
2019	1	1	12/03/2020	1	Legal Awareness	Judicial Law	78
2019	1	1	16/03/2020	1	Corona Awareness	Awareness regarding pandemic disease and situation	101
2019	1	2	17/03/2020	4	Fire, and Safety Resuce, Corona Awareness	Complacency in handling fire Causing substances and pandemic situation	104

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Handbook	01/07/2020	College handbook exemplifies about rules and regulation of the institute, code of conduct regarding teachers and students and other stakeholders. It also encompasses about general discipline which should be strictly followed by all stakeholders

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day	21/06/2019	21/06/2019	250

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)
Solid waste management Rain Water Management Compost Pit Plastic Free Zone Organic Manure Production E- waste disposal

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Practice 1: Title of the Practice UNLOCKING THE TEACHING AND LEARNING PRACTICE IN PANDEMIC PERIOD. Objectives of the Practice Main objective of this practice is to combat the pandemic situation which deeply affected the teaching-learning aspects in our institution. The Context Due to pandemic situation, education sector was facing unprecedented challenges and created a huge vacuum or void in teaching and learning aspects. All educational institutes were forced to find alternative strategies to sustain the teaching and learning practices. In order to fill the vacuum, institutions began to search for suitable digital initiatives to cement the gap created between students and teachers in teaching and learning aspects. Bottleneck of this practice is lack of digital knowledge among the faculty members and students and internet facility and reliability. Under these circumstances, institution was forced to dive into digital mode. In this regard, we planned to implement digital mode of teaching through open source and freely available platforms such as Google suites, Youtube channel, Whatsapp etc. This practice will make our faculty members to engage with the students. The Practice In order to establish healthy ambience in teaching and learning between institutions and students, faculty members were given training on tools and techniques involved in e-content development and learning management system. Online training program was conducted on 22.04.2020 to 25.04.2020 using Youtube Channel (iTech) as delivering platform. Mr. V. Ananthakrishnan, Assistant Professor and Head, Department of Information Technology delivered the lectures as a 6 series programme through youtube. The lectures gave a clear insight on google forms, google drives, google docs, google classroom, screen capture software, cloud storage. Every part of the e-content tools was well conceptualized with clear demonstrations. The most interesting part of the series was creating google classroom which enabled us to create a virtual classroom and keep our students in touch with their subjects even in this lockdown period. Faculty member were exposed to different tools and techniques and their procedural steps to create digital content. Further, three days' workshop on Google Suites for our faculty members was conducted from 26.05.2020 to 28.05.2020. Dr. (Capt.) KR. Jeyakumar, Principal inaugurated the program by delivering the presidential address. Mr. V. Ananthakrishnan, Head, Department of Information Technology taught them the complete process of Google suites with giving much importance on Google Meet, Google forms and Google Classrooms. He explained about the functionalities of Google drive, how to create forms, and add on tools for certificate creation. The three days of the workshop completely enriched the teachers to use this google form for their further steps like conducting general/academic e-quizzes, creating registration forms, and feedback forms. They have been trained to use desktop and mobile phones to post lecture materials/videos/quiz forms etc., on social media. 75 faculty members actively participated in the workshop and have brought the remote learning a very near one. 5. Evidence of Success Through this practice, all faculty members were trained to develop e-content, prepare e-notes, teaching through Google classrooms and organizing e-quizzes and webinars during the lockdown period. 95 e-quizzes were prepared through Google forms in subject wise (core and allied papers). Marks were evaluated and e-certificates were provided. These initiatives were found to be helpful in preparation of semester examinations. All faculty members created Google classroom and started to teach their allotted subject papers. In addition, 17 webinars were conducted by the department and 8 webinars were organized by faculty member individually. Faculty members, research scholars and students (PG and UG) actively

participated in the webinars. E- Certificates were provided to the participants. This practice made them engage with latest development in their subjects and equip their knowledge in different areas of their concerned subjects. 6. Problems Encountered and Resources Required Main bottleneck in this practice is lacking of digital skills in teachers and students. Students and faculty members found difficult to accustom to sudden digital mode of teaching. Since our college is a rural college, majority of the students fall in socio-economically weaker zone and come from remote villages where they are not equipped with internet facilities. Even if the students have internet facilities, quality and reliability of internet source was the worrying factor. In addition, they find difficult to purchase digital devices such as Android phones, modem, laptops etc. In fact, lack of exposure in ICT tools can also be considered as one of the problem in digital mode of teaching. Lack of human connect is also one of the vulnerable factor for effective reach of subject content. Science subjects need hands on training in practical aspects which cannot be delivered through digital mode. 7. Notes (Optional) Normally, adoption of ICT tools and techniques in higher institutions is not a mandatory practice for the faculty members. Now, all higher institutions have to implement digital mode of teaching as mandatory practice along with conventional mode as blended mode of teaching. Practice II Title of the Practice APSAC ONLINE COURSES Objectives of the Practices: Nowadays, technology is seeping into our education system and remote learning, online classes and online courses are becoming the norm of the day. Due to this, teaching process became proactive among the faculty members. Since there are various free platforms to deliver online teaching, our institute planned to start online courses for students. The Context Due to mushroom growth of freely available digital tools and platforms, e- learning practice has reached in every nook and corner of the world. In the pandemic period, students are now acclimatized in usage of digital tools and techniques. Through using digital tools, students are more likely to remember information and engage with the things that they are being taught. Moreover, majority of the students possess smart phone and they use their phone as device for their online study. In fact, students feel comfortable with their mobile phone instead of laptops, desktops, Tabs etc., due to easy operative features. In this context, online courses were found to be massive hit among the students because wider reach across the globe, easily accessible, affordable fees, study at their own comfort zone, self-paced learning and time saving. It encourages students to move out of their specific areas of learning and move across disciplines. The Practice In this year, Department of English and Botany started two online courses for students entitled "Introduction to Phonetics and Developing soft skills" respectively. Both courses were delivered through youtube and whatsapp platform. Announcement, brochure and registration forms were uploaded in the website. The courses were free and there was an appreciable response from the student's side in enrollment of both the courses. Every day and every week assignments were given. Based on the assignment and proctored examination, student's evaluation were done. Students from various disciplines enrolled in the program. Students from other institutions and other state also enrolled for both the course. Feedback forms were collected from the students at the end of the course. S.No Department Name of the course Duration Date Name of the Course Co-ordinator Platform Number of students participated Number of students appeared for exam Number of students got certification 1 English Introduction to Phonetics One week course 02.07.2020 to 08.07.2020 Dr.V.Gurudevrajan Maria J. Adalin Monika Youtube Whatsapp 750 586 567 2 Botany Developing Soft Skills Five Week Course 01.05.2020 to 28.05.2020 Dr. N. Vijayanand Youtube Whatsapp 166 95 82 5. Evidence of Success Arumugam Pillai Seethai Ammal College initiated its first ever online mode of courses entitled "Developing Soft Skills" and Introduction to Phonetics. In developing soft skills course, 166 participants from different parts of the state enrolled for this course. Among the 166 students, 95

students appeared for the final exam. 82 students successfully completed the course and QR code certificates were given. E-certificates were given for those who successfully completed the courses. For other students, only participation certificates were provided. 15 students from other institutions enrolled and successfully completed the course. In case of Introduction to phonetics course, student's registration for the course mounted to 1000 in number. Among the 1000 participants, 750 students actively participated in the course. 586 students appeared for the final exam in which 567 students got above 40 in the final exam and completed the course successfully. Completed students got e-certificates and other participants got participation certificates. Feedback system was followed in which 95 of students gave positive response about the courses regarding syllabus, course title, resource person, course platform, course materials, exam format, course timing etc., Students actively participated in the online program and enhanced their knowledge. 6. Problems Encountered and Resources Required o Lack of Learning Management Software in our institute was one of the problems faced in organizing online courses. o Even though, we utilized free platform to deliver the lectures, we were not able to conduct live classes and monitor the progress of the students. o Lack of knowledge regarding Moodle, Google classroom digital platform among faculty member and students is also a concern to be considered. o Lack of internet facilities and reliability of internet service is also concern. o Students encountered technical difficulties.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://apsacollege.com/wp-content/uploads/2020/12/BestPractice1920.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

One of our main processes of attaining the vision is to provide affordable quality education. To attain this process, augmentation of infrastructure, catering digital tools, and implementing skill oriented papers, adjunct platform in digital mode of learning, collaboration with industries, organizing field trips, implementing project works, upgrading library facilities, imparting Spoken English classes, and computer classes etc., are provided on par with eminent institutions. Our institute collects affordable fees for aided and self-finance streams. Quality staff members play a vital role in providing quality education. Among 92 faculty members, 68 members are acquired with Ph.D. as highest degree. There are 12 LCD projectors, one smart class, DIGIMAT software containing online courses, 1 TB of online resource materials through which quality education is feed as digital initiatives. Apart from regular learning path, we are having Local chapter of NPTEL (an MHRD initiative) which is also supplemented to the students as adjunct platform in digital learning. College library is updated with latest volumes of books and journals. Further, majority of the students lie on socio-economical weaker zones. Along with quality education, government scholarship is provided for them. In addition, we provide value education by rendering extension activity in adopted villages. This makes them to tune with social values. We have indoor and outdoor stadium to provide physical education to the students. Add on courses such as computer skills, spoken English are also imparted to the students to enable them to compete in this competitive world. Add on courses. Further, this year we have planned to introduce learning management software through which quality education can be delivered more effectively along with conventional type.

Provide the weblink of the institution

https://apsacollege.com/wp-content/uploads/2020/12/7.3.1-INSTITUTE-

8.Future Plans of Actions for Next Academic Year

Implementation of Management Information System 2. To Establishing Memorandum of Understanding (MoU) 3. To conduct Faculty Improvement Program 4. To Conduct Students Induction Program for freshers 5. To Collaborate with Other Institutes. 6. To enhance extension activity for the students 7. To Include SBS/NM papers in Centralized Continuous Internal and external assessment. 8. To organize internship for Students 9. To Enhance the enrollment in NPTEL/SWAYAM courses 10. To introduce Spoken Tutorial Online Courses Though IIT Bombay 11. To apply for additional vocational courses. 12. To conduct programs for non-teaching program 13. To establish National Digital Club (NDL) 14. To construct additional classrooms. 15. To introduce soft skill program through external agency 16. To motivate the faculty members to apply for Research guides 17. To upgrade the departments as Research center. 18. To introduce Learning Management Software 19. To Create Google Classroom as E-learning practice. 20. To organize webinar and equizes for students. 21. To create linkage with industry/company for students project work. 22. To motivate the faculty members for publication of research papers in peer review papers 23. To motivate the faculty members to participate in Faculty development Programme through online mode. 24. To implement external mode for academic and administrative audit 25. To organize Gender Sensitization Program through NSS, NCC, YRC and RRC. 26. To Develop Short Learning Objects (SLO) for digital learning.