

# ANNUAL QUALITY ASSURANCE REPORT(AQAR)

submitted to

**National Assessment and Accreditation Council  
(NAAC)**

By



**SRI PARASAKTHI COLLEGE FOR WOMEN, COURTALLAM**

(An Autonomous College of Manonmaniam Sundaranar University, Tirunelveli)  
(UNDER THE MANAGEMENT OF H.R.&C.E DEPT)  
COURTALLAM, TIRUNELVELI – 627 802.  
TAMILNADU.

**02<sup>nd</sup> March, 2015**

**The Annual Quality Assurance Report (AQAR) of the IQAC**  
**2013 – 2014 (01.07.2013-30.06.2014)**

**Part – A**

**I. Details of the Institution**

1.1 Name of the Institution	<b>Sri Parasakthi College for Women (Autonomous)</b>
1.2 Address Line 1	157, Courtallam Road
Address Line 2	Courtallam
City/Town	Tenkasi, Tirunelveli
State	Tamil Nadu
Pin Code	627 802
Institution e-mail address	sriparasakthi@yahoo.co.in
Contact Nos.	04633 - 283644
Name of the Head of the Institution:	Dr.(Tmt).O.Anandavalli
Tel. No. with STD Code:	04633 - 283644
Mobile:	9442164412

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

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

1.5 Website address:

Web-link of the AQAR:

#### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B++	81	2004	2004-2009
2	2 <sup>nd</sup> Cycle	B	2.82	2010	2010-2015
3	3 <sup>rd</sup> Cycle	-	-	-	-
4	4 <sup>th</sup> Cycle	-	-	-	-

1.7 Date of Establishment of IQAC :

1.8 AQAR for the year (for example 2010-11)

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR 2010-11 – submitted to NAAC on 25.01.2012
- ii. AQAR 2011-12 – submitted to NAAC on 28.09.2012
- iii. AQAR 2012-13 – submitted to NAAC on 18.12.2013

1.10 Institutional Status

University                      State  Central  Deemed  Private

Affiliated College              Yes  No

Constituent College            Yes  No

Autonomous college of UGC    Yes  No

Regulatory Agency approved Institution      Yes  No

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

Type of Institution    Co-education     Men     Women

                                  Urban     Rural     Tribal

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

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

1.11 Type of Faculty/Programme

Arts     Science     Commerce     Law     PEI (Phys Edu)

TEI (Edu)     Engineering     Health Science     Management

Others (Specify)                     

1.12 Name of the Affiliating University (*for the Colleges*)

Manonmaniam Sundaranar  
University, Tirunelveli.

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence	<input type="text" value="-"/>	UGC-CPE	<input type="text" value="-"/>
DST Star Scheme	<input type="text" value="-"/>	UGC-CE	<input type="text" value="-"/>
UGC-Special Assistance Programme	<input type="text" value="-"/>	DST-FIST	<input type="text" value="-"/>
UGC-Innovative PG programmes	<input type="text" value="-"/>	Any other ( <i>Specify</i> )	<input type="text" value="-"/>
UGC-COP Programmes	<input type="text" value="✓"/>		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="07"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="14"/>
2.10 No. of IQAC meetings held	<input type="text" value="4"/>

Members list attached

**Annexure-I**

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 Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Obtained Feedback from the students
  - Curriculum
  - Faculty
- Motivated the faculty to apply for Major and Minor projects.
- Organizing student welfare programmes.
- Improvement of infrastructure.
- Organizing community programmes and extension activities.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
To adopt a nearby village for extension activities.	The village Vedampudur was adopted.
To encourage student to participate in Inter and Intra Collegiate competitions.	The department of English, Chemistry, Botany and Commerce conducted Inter and Intra Collegiate Competitions.
To encourage ICT tools in teaching and learning.	Smart classroom was provided. Demonstration for computer practical was done through LCD projector.
To arrange one day national level seminar for faculty.	One day national level seminar on Quality enhancement in higher education.
To strengthen Career Guidance and Placement Cell.	Organised training programmes, seminars and a Mega Job fair. Out of 137 students 15 of them have got placement.

Academic calendar attached

**Annexure - II**

2.15 Whether the AQAR was placed in statutory body      Yes      No

Management       Syndicate       Any other  body

Provide the details of the action taken

The Management has provided funds for extension activities at Vedampudur.

## Part – B

### Criterion – I

#### I. 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
Ph.D	4	-	1	-
PG	5	-	2	-
UG	11	-	5	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	4
Diploma	-	-	-	4
Certificate	-	1	-	5
Others	-	-	-	-
<b>Total</b>	20	1	8	13

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

Pattern	Number of programmes
Semester	Regular - UG – 11 & PG – 5 Self-finance – UG – 5 & PG – 2
Trimester	-
Annual	11

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students

(On all aspects)

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

Feedback results attached

Annexure-III



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

Yes.

- Revision /update of syllabi is done periodically.
- Updating the syllabi according to the need and employment opportunities.
- Introduced innovating aspects in the syllabus.

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

No

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
70	35	35	-	-

2.2 No. of permanent faculty with Ph.D.

35

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
-	27	-	-	-	-	-	-	-	27

2.4 No. of Guest and Visiting faculty and Temporary faculty

28

-

-

2.5 Faculty participation in conferences and symposia:

#### Annexure - IV

No. of Faculty	International level	National level	State level
Attended	21	63	42
Presented papers	5	13	10
Resource Persons	1	3	3

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

- Smart room classes, online journals, guest lectures by subject experts.
- Arranging Industrial visit, workshops and field trips to provide direct exposure to techniques adopted in the relevant fields.

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)

➤ Continuous Internal Assessment	
○ Question paper setting	} Course teacher
○ Correction and Valuation	
➤ Summative examination	
○ Question paper setting	} External Examiner
○ Evaluation	
○ Scheme of Examination	Course teacher
○ Double Valuation - Practicals – External & Internal	

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

70

2.10 Average percentage of attendance of students

87.02

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinct ion %	I %	II %	III %	Pass %
<b><u>Aided</u></b>						
<b><u>U.G</u></b>						
History	58	-	-	43.1	55.17	98.28
Economics	47	-	21.28	70.21	2.13	93.62
English	58	-	53.45	31.03	13.8	98.28
Tamil	47	-	51.06	38.30	-	89.36
Commerce	62	3.23	69.35	19.35	-	91.94
Mathematics	48	50	45.83	-	-	95.83
Physics	38	23.68	68.42	-	-	92.11
Chemistry	38	13.16	68.42	13.16	-	94.74
Botany	33	6.06	54.55	24.24	-	84.85
Zoology	34	2.94	44.12	32.35	-	79.41
Computer Science	47	23.4	61.7	2.13	-	87.23
<b><u>P.G</u></b>						
M.A Tamil	26	50	50	-	-	100
M.Com	23	13.04	82.61	4.35	-	100
M.Sc Botany	16	6.25	87.5	6.25	-	100
M.Sc Zoology	20	85	15			100
M.Sc Dairy Science	2	50	50	-	-	100
<b><u>M.Phil</u></b> - Tamil	13	12	1	-	-	100

<b><u>Self-finance:</u></b>						
<b><u>U.G</u></b>						
English	109	-	19.27	47.71	30.28	97.25
B.Com C.A	111	4.50	79.28	11.71	-	95.50
B.B.A	48	2.08	58.33	39.6	-	100
B.C.A	46	26.09	69.57	4.35	-	100
B.Sc I.T	32	25	68.75	3.13	-	96.88
<b><u>P. G</u></b>						
M.A – English	17	-	82.35	17.65	-	100
M.Sc – Maths	21	71.44	28.56	-	-	100

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

Obtaining feedback from the student of each department.

2.13 Initiatives undertaken towards faculty development

**Annexure - V**

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	4
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	4
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	11
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	44	17	-	
Technical Staff	1	-	-	

## Criterion – III

### 3. Research, Consultancy and Extension

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

- IQAC encourages the faculty members to involve in research activities and to obtain funds from different agencies like DST, DBT,UGC etc.,
- Faculty members are encouraged to publish papers in National and International journals.
- Students are also motivated to present papers in Intra and Inter Institutional seminars and conferences.

#### 3.2 Details regarding major projects:

**Annexure - VI**

	Completed	Ongoing	Sanctioned	Submitted
Number	-	1	-	1
Outlay in Rs. Lakhs	-	449600/-	-	610800/-

#### 3.3 Details regarding minor projects:

**Annexure - VII**

	Completed	Ongoing	Sanctioned	Submitted
Number	2	-	-	-
Outlay in Rs. Lakhs	241511/-	-	-	-

#### 3.4 Details on research publications:

**Annexure - VIII**

	International	National	Others
Peer Review Journals	22	7	-
Non-Peer Review Journals	-	-	3
e-Journals	-	-	-
Conference proceedings	-	7	-

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

**Annexure - IX**

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2013-15	UGC, Hyderabad	4,49,600/-	4,49,600/-
Minor projects	2011-13	UGC, Hyderabad	1,09,542/-	6,042/-
	2011-13	„	1,31,969/-	4,969/-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other (Specify) Department of BioTechnology	2010-14	DBT	20,61,796/-	1,28,796/-
<b>Total</b>			<b>27,52,907/-</b>	<b>5,89,407/-</b>

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

ii) Without ISBN No.

**Annexure - X**

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	2	3	7	-	-
Sponsoring agencies	-	3	1	-	-

**Annexure - XI**

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

**Annexure - XII**

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 :

**Annexure - XIII**

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

**Annexure - XIV**

Total	International	National	State	University	Dist	College
5	-	2	3	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

**Annexure - XV**

3.19 No. of Ph.D. awarded by faculty from the Institution  **Annexure - XVI**

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events: **Annexure - XVIII**

University level  State level   
National level  International level

3.22 No. of students participated in NCC events: **Annexure - XIX**

University level  State level   
National level  International level

3.23 No. of Awards won in NSS: **Annexure - XX**

University level  State level   
National level  International level

3.24 No. of Awards won in NCC: **Annexure - XXI**

University level  State level   
National level  International level

3.25 No. of Extension activities organized **Annexure - XXII**

University forum  College forum   
NCC  NSS  Any other



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

- The College adopted a nearby village Vedampudur. In that village,
  - Arranged processions to create civic and health awareness.
  - Planted saplings on the roadside to create eco friendly environment.
  - Conducted Veterinary camp, Bank loan awareness programme to improve the socio economic status of the village people.
  - Demonstrated the computer operations to school students to develop their computer skills.
  - Cultivation of mushroom, preparation of organic manures and wealth from waste were demonstrated to the self help groups to improve the economic upliftment of the people.
  
- Activities in the college
  - Continued the function of Sathya Angadi to imbibe the value of honesty and integrity.
  - Celebrated Renewable Energy day in co-operation with ICAR of Our college to create awareness about Renewable Energy.
  - Conducted rally to create awareness in abolishing plastics and anti-alcoholic.
  - Conducted eye donation awareness camp and 2 pairs of eyes were donated to Aravind eye hospital.
  - Formed human chain on World Aids Day.

## 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	18.96 acres	-	-	18.96 acres
Class rooms	61	12	Management, UGC, & H.R&C.E Dept.,	73
Laboratories	10	1	Management & H.R&C.E Dept.,	11
Seminar Halls	1	-	-	1
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	3	-	-	3
Value of the equipment purchased during the year (Rs. in Lakhs)		20,91,820/-		
Others				

#### 4.2 Computerization of administration and library

- Bio metric attendance was adopted for staff
- Students attendance computerized
- Both internal and summative examinations marks has been automized.
- Automation of library administration was done.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	41779	4819008	1039	382851	42818	5201859
Reference Books	19696	719800	106	28815	19802	748615
e-Books	-		-		-	
Journals	53	66336			53	66336
e-Journals			1 (inlibnet)	5000	1	5000
Digital Database						
CD & Video						
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	114	95	20	1		15	19	
Added	14						14	
<b>Total</b>	<b>128</b>	<b>95</b>	<b>20</b>	<b>1</b>		<b>15</b>	<b>33</b>	

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

- A net centre with 15 connections is available to the students.
- Students are encouraged to use internet for their projects.
- Staff members are advised to maximize the usage of smart room.
- Students attendance centralized using wi-fi.

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

i) ICT	0.61080
ii) Campus Infrastructure and facilities	40,29,128/-
iii) Equipments	0.41685
iv) Others	-
<b>Total :</b>	<b>41,31,893/-</b>

## Criterion – V

### 5. Student Support and Progression

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

- The following committees were formed to monitor and support Student service.
  - Student welfare Committee
  - Anti ragging committee
  - Sports committee
  - Cell for differently able committee
  - Student Grievance Committee
  - SC/ ST cell
- Career and Guidance Committee and Quiz club  
Periodically conduct programmes for upliftment of the students.

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

- Regular observation of Attendance and Academic excellences.
- Periodical meeting - Staff council, Department Faculty meetings & Tutorials.
- Arranging field trips/ industrial visit.
- Arranging workshops, seminars for students.
- Regular feedback from students.
- Centre for coaching to services

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

	UG	PG	Ph. D.	M.Phil
Aided	1597	168	19	15
Self-finance	1162	71	-	-

#### (b) No. of students outside the state

5

#### (c) No. of international students

-

Men	No	%	Women
	-	-	

	No	%
Regular	1789	100
Self-finance	1233	100

	Last Year						This Year					
	General	SC	ST	OBC	Phy. Challenged	Total	General	SC	ST	OBC	Phy. Challenged	Total
Aided	60	450	8	1250	5	1773	70	398	10	1309	2	1789
SF	46	96	5	828	-	975	48	138	2	1045	-	1233

Demand ratio

Dropout %

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

**Annexure - XXIII**

- A centre for coaching to services is established for creating awareness about competitive examinations to the students to face the competitive examinations like NET / SLET / TNPSC / Bank examination and coaching has been given to the interested students.
- Quiz club with a team of teachers trained the students and conducted competitions.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

**Annexure - XXIV**

- One day training programme on “Employability skills” was arranged. 170 students participated.
- One day seminar on “Career vistas for Graduates” was organized for III year students.
- Mega job fair 2014 was organized in collaboration with Agaram services, Chennai.

No. of students benefitted

5.7 Details of campus placement

**Annexure - XXV**

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
5	170	15	1

5.8 Details of gender sensitization programmes

Nil

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

**Annexure - XXVI**

State/University level  National level  International level

No. of students participated in cultural events

**Annexure - XXVII**

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	19	7149
Financial support from government	1734	5884682
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

**Annexure - XXIX**

5.13 Major grievances of students (if any) redressed: No. Major grievances

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

Vision:

- To transform rural girls with fossilized rural mind- set in to women with potential through academic, value and career oriented teaching ensuring equity, accessibility and excellence, where by contribute to national development.

Mission:

- To design academic programmes and activities to empower and uplift rural women.
- To prepare the stake holders with employable potential thereby make them self dependent and self confident.
- To inculcate civics sense and social commitment in stake holders and mould them as responsible citizens.
- To create on intellectual community in and around our area.
- To mould the stake holders with holistic personality traits.

#### 6.2 Does the Institution has a management Information System

Yes

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

##### 6.3.1 Curriculum Development

Enrichment of Academic excellence by well planned curriculum,

- Board of Studies meeting is conducted by each department periodically to update the curriculum, which is based on social relevance and employment.
- The Choice Based Credit System followed at present in the college facilitates horizontal movement, enabling students to make their choices.
- Non major elective and skill based elective subjects are offered to the students by each and every department and students are free to select subjects of their own choice.



### 6.3.2 Teaching and Learning

- Utilisation of smart classroom for teaching
- Students are encouraged to present their project, papers for seminar in power point presentation.
- Maintaining work dairy.
- Seminars were conducted to enhance students' learning ability.
- Learning is initiated and encouraged by conducting class room seminars and debates.
- Students are encouraged to submit their assignments by referring the library and internet.

### 6.3.3 Examination and Evaluation

- Continuous internal assessment (CIA) system.
  - Two Internals Tests, Two assignments and Two Quizzes corrected and valued by the course teacher.
  - Single valuation systems for the summative examination by external examiner.
  - Double valuation system for practical examination. (One internal and one external)

### 6.3.4 Research and Development

- Inculcating scientific and social value through UG / PG students' projects.
- 39 research publications were done by the staff members.
- 4 staff members awarded Ph.D from our institution.
- Undertaking funded projects and publication of papers.
- Students are encouraged to undertake students Research Projects.

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

- Automation of library.
- Biometric system for staff attendance.
- Evaluation –CIA – is computerised in the department.
- Computerised formative and summative evaluation are maintained in the examination section.
- Students database, all administrative procedures and finance are computerised.
- Necessary standard in infrastructure, instrumentation and computerisation were maintained.

### 6.3.6 Human Resource Management

- Students activities are governed by staff members by various committee.
- All the college activities are carried out by the office bearers of the college union, so as to develop leadership qualities.
- Staff and students are encouraged to attend number of seminars / workshops to make them trained in the recent developments.

### 6.3.7 Faculty and Staff recruitment

- Recruitments were carried out as per the rules and norms of Government of Tamil Nadu.

### 6.3.8 Industry Interaction / Collaboration

- Institution – industry interaction, Inter institutional interaction, institution – research centre of university are linkaged.

### 6.3.9 Admission of Students

Admission of students are made as per norms of Tamil Nadu Govt.  
Roaster System followed during students admission.

6.4 Welfare schemes for

Teaching	As per the Tamil Nadu Govt Norms
Non teaching	Computer Literacy
Students	Communicative English Placement opportunities Student aid fund

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done

Yes  No

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

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

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

For UG Programmes Yes  No

For PG Programmes Yes  No

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

- Continuous internal assessment (CIA) system.
- Single valuation systems for the summative examination by external examiner.
- Double valuation system for practical examination.
- The results of the examination are published within 30 days after examination.

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



6.11 Activities and support from the Alumni Association

- Students Address book is prepared for every academic year.
- Installation of one rupee coin phone in the student hostel.
- Maintenance of one rupee coin phone in the student hostel.
- An alumnae is paid from the alumnae fund for the maintenance of Xerox machine.
- College website is maintained.
- Students entrepreneurs are encouraged.

6.12 Activities and support from the Parent – Teacher Association

- Parent teachers' meeting is conducted in each semester.
- The problems and grievances of students are discussed with the parents and solutions are made.
- Financial support to two non-teaching staff members.
- Financial support to cultural activities of students

6.13 Development programmes for support staff

- Spoken English classes
- Computer literacy

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

- Maintaining a green campus
- Green house is maintained
- An Eco-club is actively conducting programmes to create awareness about the environment.
- A paper on environmental studies is compulsory for all the students.

## 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.

- Provision of CCTV around the campus for security purpose.
- Admission status updated via SMS.

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

- The village Vedampudur was adopted.
- The department of English, Chemistry, Botany and Commerce conducted Inter and Intra Collegiate Competitions.
- Smart classroom was provided, demonstration for computer practical was done through LCD projector.
- One day national level seminar on Quality enhancement in higher education, Organised training programmes, seminars and a Mega Job fair.
- Out of 137 students 15 of them have got placement.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- Ward-Tutor meeting conducted every week.
- College Union- office bearers were selected by Secret voting. (Ballot system)
- Parents teachers meeting at least once in a semester.
- Students attendance was computerized.
- Daily morning prayer for all the students.
- Staff council meets periodically.
- Staff club meets twice in a semester
- Quality Improvement Programmes are organized.
- Improving the societal status of the people in the adopted village by doing extension activities.

#### 7.4 Contribution to environmental awareness / protection

- Created awareness among the students to conserve the biodiversity of the campus.
- Student projects on Environmental studies in and around the campus.
- Created awareness about waste management by collecting the dried leaves inside the campus and preparing organic manure.
- Eco club of our college contribute maximum effort to maintain Ecological sustainability.

7.5 Whether environmental audit was conducted?    Yes     No

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

**Strengths:**

- Adequate infrastructure facilities.
- The research centre of ICAR.
- Education at a low cost.

**Weakness:**

- Regular vacancies not filled.

**Opportunities**

- Moral and Monetary support from the Management

**Threats**

- No new aided courses

## 8. Plans of institution for next year

- Establishing new smart rooms.
- Organizing a workshop for teaching and non teaching staff members regarding ICT.
- Encouraging every department to use the smart room for their effective teaching atleast once in a month.
- The department must encourage the students to present their work in power point presentation while taking seminar.
- The students should be encouraged to take part in as many number of elocution competitions to enhance their communication skills and confidence.
- Getting feedback from different categories of stakeholders (Parents, Teaching and Non-teaching staff members, Alumnae)

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*Signature of the Chairperson, IQAC*

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