

ANNUAL QUALITY ASSURANCE REPORT (AQAR)

2016-2017

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BENGALURU



INTERNAL QUALITY ASSURANCE CELL (IQAC)
RAJAPALAYAM RAJUS' COLLEGE, RAJAPALAYAM

(A Linguistic Minority Co-Educational Institution & Affiliated to Madurai Kamaraj University)

(Re-Accredited with 'B' Grade by NAAC)

RAJAPALAYAM – 626117

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year (*for example 2013-14*)

2016 – 2017

1. Details of the Institution

1.1 Name of the Institution

RAJAPALAYAM RAJUS' COLLEGE

1.2 Address Line 1

Mudangiyar Road,

Address Line 2

City/Town

Rajapalayam

State

Tamil Nadu

Pin Code

626117

Institution e-mail address

rrc1973@gmail.com

Contact Nos.

04563-222767

Name of the Head of the Institution:

Dr.V.Venkatraman

Tel. No. with STD Code:

04563-226467

Mobile:

09443424148

Name of the IQAC Co-ordinator:

Dr. M.Vaidyanathan

Mobile:

09894712688

IQAC e-mail address:

raja59@rediffmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

TNCOGN12790

OR

1.4 NAAC Executive Committee No. & Date:

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

EC/65/RAR/10

1.5 Website address:

www.rrc.edu.in

Web-link of the AQAR:

<http://rrc.edu.in/aqar-2016-2017>For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	-	2006	up to 31-05-2011
2	2 nd Cycle	B	2.48	2013	up to 24-10-2018
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC :

23-06-2006

1.8 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))

This is the Fourth AQAR after Second Accreditation in the Year 2013

- i. AQAR **30/09/2014**
 ii. AQAR **27/09/2018**
 iii. AQAR **4/10/2018**
 iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☒

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

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☐ Rural ☒ Tribal ☐

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

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

1.10 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☒

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

Madurai Kamaraj University, Madurai

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

Autonomy by State/Central Govt. / University

--

University with Potential for Excellence

--

UGC-CPE

--

DST Star Scheme

--

UGC-CE

--

UGC-Special Assistance Programme

--

DST-FIST

--

UGC-Innovative PG programmes

--

Any other (*Specify*)

--

UGC-COP Programmes

--

2. IQAC Composition and Activities

2.1 No. of Teachers

7

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

-

2.4 No. of Management representatives

1

2.5 No. of Alumni

-

2.6 No. of any other stakeholder and
community representatives

1

2.7 No. of Employers/ Industrialists

-

2.8 No. of other External Experts

-

2.9 Total No. of members

10

2.10 No. of IQAC meetings held

4

2.11 No. of meetings with various stakeholders:

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

Rs.3,00,000 (received in **2013**) for 5 Years

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

1. Research Funding Agencies
2. Quality Assessment for Faculty - API Score

2.14 Significant Activities and contributions made by IQAC:

1. Management contributed philanthropically Rs.54.7 Lakhs to enhance campus infrastructure, ICT, books and maintenance.
2. M.Sc. (Maths) and B.Sc. (Maths with CA) courses were commenced in this year to provide more opportunities for rural students.
3. A new college bus was procured to enhance the transportation for the girl students.
4. Nine station Multi-Gym was installed to strengthen sports activities.
5. PFMS (Public Financial Management System) is endorsed through UGC portal to facilitate funds transfer for major and minor projects.
6. MS Campus license (all Microsoft products pack) purchased at a cost of Rs.2.52 lakhs from this year onwards.
7. Hands on training of e-filing of IT returns imparted to the commerce students.
8. IQAC motivates the teaching faculty in research activities and hence Scopus and Google scholar Citations increased.

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
1. To commence M.Sc. (Maths) Course.	M.Sc. (Maths) Course started with 26 students.
2. To introduce new B.Sc.(Maths with Computer Applications) Course.	B.Sc. (Maths with Computer Applications) Course started with 42 students.
3. To enhance the classroom facilities.	Two class rooms constructed for English department.
4. To increase sports facilities.	Nine station multi-gym was installed for Rs. 2 lakhs.
5. To motivate teaching faculty to publish research articles in peer-reviewed journals.	Scopus citations for our institution increased significantly.
6. To purchase a new college bus for girl students	New bus has been purchased.
7. To initiate Public Financial Management System to facilitate funds transfer for major/minor projects.	PFMS (Public Financial Management System) is endorsed through UGC portal.
8. To install napkin disposal machine.	Napkin disposal machine installed.
9. To provide hands on training on e-filing of IT returns.	Hands on training of e-filing of IT returns provided for Final year UG & PG commerce students.
10. To offer training on C-programming.	Training on C-programming given for all final year B.Sc. Maths, Physics and Chemistry students.
11. To start an additional NSS unit for girls.	Additional NSS unit (Unit No: 235) was launched.

** Attach the Academic Calendar of the year as Annexure.*

2.16 Whether the AQAR was placed in statutory body

Yes

☒

No

☐

Management

☒

Syndicate

☐

any other body

☐

Provide the details of the action taken

AQAR was placed in IQAC meeting and was approved by IQAC and college management.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of Existing Programmes	Number of Programmes added during the year	Number of Self-Financing programmes	Number of Value Added / Career Oriented Programmes
Ph.D.	2	-	2	-
PG	5*	1	4	-
UG	11	1	7	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	1	-	1	-
Certificate	4	2	5	4
Others (M.Phil)	2	-	2	-
Total	25	4	21	4
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

* PG Programme M.Sc (CS & IT) has been converted into M.Sc (CS) by the Madurai Kamaraj University.

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

(ii) Pattern of Programmes

Pattern	Number of programmes
Semester	26
Trimester	–
Annual	3

1.3 Feedback from stakeholders* Alumni ☐ Parent ☐ Employers ☐ Students ☒
(On all aspects)

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

*Please provide an analysis of the feedback in the Annexure

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

The revision of syllabus is carried out by the University and the College does not have any role in it.

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

B.Sc. (Mathematics with Computer Application)

Criterion – II**2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
81	71	9	-	1(Principal)

2.2 No. of permanent faculty with Ph.D.

26

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

(* for aided posts only)

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	9	-	-	-	-	-	-	-	9

2.4 No. of Guest and Visiting faculty and Temporary faculty

-	-	10
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	26	30	42
Presented papers	22	27	21
Resource Persons	-	-	4

2.6 Innovative processes adopted by the Institution in Teaching and Learning

The IQAC of our college gives guidance in the following areas to improve the teaching-learning process:

- Preparation of Teaching Models by faculty.
- Conduct of Remedial classes for slow learners.
- Semi micro analyses are carried out in some qualitative chemical analysis to minimize water usage and pollution.
- Training programmes are given to students for National level exams such as JAM, NET.
- Usage of ICT infrastructure to prepare teaching & learning materials.
- Encouraging peer teaching to enable students to attain self learning skills.

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)

Examination / evaluation reforms such as giving Photocopy of the answer scripts are carried out by the University

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

7

-

1*

* Approving Authority (Principal)

2.10 Average percentage of attendance of students

88.95%

2.11 Course/Programme wise distribution of pass percentage: April 2017

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass % (Rounded Off)
B.A (History)	50	-	4.00	72.00	20.00	96
B.Sc (Mathematics)	43	27.91	27.91	11.63	-	67
B.Sc (Physics)	33	27.27	51.51	-	-	79
B.Sc (Chemistry)	35	20.00	45.71	31.43	-	97
B.Com	71	1.41	11.27	47.89	11.27	72
M.A (History)	10	-	80.00	-	-	80
M.Com	28	-	75.00	21.43	-	96
B.Sc (Comp.Sci)	46	4.35	58.69	4.35	-	67
B.Com (S.F)	66	-	9.09	15.15	25.76	50
B.Com (Comp.App)	93	1.08	54.84	15.05	-	71
B.B.A	68	-	5.88	64.71	20.59	91
B.A (English)	68	-	-	26.47	72.06	99
M.Sc (Comp. Science)	18	100.00	-	-	-	100
M.Com(C.A)	18	11.11	88.89	-	-	100
M.A (English)	47	-	17.02	78.72	-	96
B.A (Tamil)	55	1.82	58.18	14.55	5.45	80

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

- Feedback collected from students helps in evaluation of teaching-learning process.
- Feedback is worked upon and teachers are asked to submit the reports.
- Self-Appraisal of faculty is also collected.
- IQAC evaluates the teaching and learning pedagogies through seminars, tutorials and micro teaching.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefited</i>
Refresher courses	9
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	2
Faculty exchange programme	-
Staff training conducted by the university	1
Staff training conducted by other institutions	3
Summer / Winter schools, Workshops, etc.	2
Others	13

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	Aided - 23 S.F - 5	3	2	-
Technical Staff	Aided - 6 S.F - 3	-	-	-

Criterion – III**3. Research, Consultancy and Extension****3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution**

- IQAC suggests to subscribe N-List / INFLIBNET to access e-journals through central library.
- IQAC recommends faculty members to participation in international and national conferences.
- More research journals were subscribed.
- IQAC encourages faculty to publish in cited journals.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	5	1	-	5
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	18	7	-
Non-Peer Review Journals	-	2	-
e-Journals	1	2	-
Conference proceedings	15	21	-

3.5 Details on Impact factor of Publications

Range Average h-index* Nos. in SCOPUS**

* including Google Scholar and Research Gate ** Total number of citations

3.5.1 No. of Journals published by the Institution

No. of Faculty served as Editors

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

Nature of the Project	Duration Year	Name of the Funding Agency	Total grant Sanctioned (in Rs.)	Received (in Rs.)
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published i) With ISBN No.

-

Chapters in Edited Books

-

ii) Without ISBN No.

1

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	-	-	1	-	-
Sponsoring agencies	-	-	Management	-	-

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency Management of University/College

Total

3.16 No. of patents received this year

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

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

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

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

*Registered in this year

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level	-	State level	-
National level	-	International level	-

3.23 No. of Awards won in NSS:

University level	-	State level	-
National level	-	International level	-

3.24 No. of Awards won in NCC:

University level	-	State level	-
National level	-	International level	-

3.25 No. of Extension activities organized

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

NATIONAL SERVICE SCHEME

Six units of NSS 170,171,172,173,206 and 235 with 668 volunteers undertook various service programmes under the able guidance and supervision of the Programme Officers Dr. K.Alagar, Dr. D.Ebi James, Dr. B.Kandasamy, Mr. R.A.Jeyakumar, Mrs. G.Gowri, and Mrs. R.Ramalakshmi.

Regular activities were conducted thrice a week at our campus. The activities include Career Guidance Programme, Sapling Plantation, Blood Donation Camps, Pulse Polio Immunization drive, AIDS awareness programme and Environment Conservation programmes.

- **International Yoga Day** was observed in our College on 21st June, 2016. Yoga masters Mrs.Suganthi, Mrs.S.Eswari, Mrs.Viji, Mr.Selvaraj delivered special lectures on the importance of Yoga. Further they gave Yoga practice to our students. Nearly 300 students got benefited.
- The **Garuda Sevai Festival** was celebrated on 1st August, 2016 at Sri Andal Natchiar Temple, Srivilliputtur. NSS volunteers extended their service along with the temple authorities in regulating the crowd.

- NSS volunteers rendered ***Crowd Management Service*** in the car festival of Sri Andal Natchiar Temple, Srivilliputtur on 5th August, 2016.
- ***Waste Plastic Removal Campaign*** was organised by the Forest Department at Sundara Mahalingam Temple, Watrap. Our volunteers participated in removing the plastic bags and other waste materials from 5th- 7th August 2016.
- Rajapalayam Rajus' College NSS Units and Rotary Club of Rajapalayam jointly conducted the Blood Donation Camp on 26th August, 2016. 60 Units blood were donated.
- Awareness on Traffic Rules was highlighted by S.Rajendran, Inspector of Police, (Traffic) Rajapalayam on 21st October, 2016. He delivered a lecture on "Role of Students in following the Traffic Rules".
- Our N.S.S.Volunteers along with 'Thuli' an NGO of Rajapalayam conducted the ***Kadampankulam Pond Cleaning*** Campaign on 23rd October, 2016 at Rajapalayam.
- Our NSS volunteers participated in a ***Cycle Rally*** Campaign along with Sankara Eye Hospital to create awareness on '***World Diabetic Day***' on 14th November, 2016.
- Our NSS volunteers along with the Rajapalayam Mayuranatha Swamy Temple authorities pursued the cleaning work in and around the temple on 25th December, 2016.
- A special camp was organised for the NSS Volunteers - Girls Units from 25th to 31st December, 2016 at Rediapatti and Keelarajakularaman.
- A special camp was organised for the NSS Volunteers Boys Units from 18th to 24th January, 2016 at Koviloor (170), Seithur (171), North Devadhanam (172) and South Devadhanam (206).
- Our N.S.S. Volunteers along with 'Thuli' an NGO of Rajapalayam conducted the '***Pirandaikulam Pond Cleaning Campaign***' and '***No Plastic***' procession on 29th January, 2017 at Rajapalayam.
- An awareness programme was convened on "***Conservation of Western Ghats from Forest Fire***" for the NSS volunteers. The special address was delivered by Virudhunagar District Forest Officer Mr.T.K.Ashok Kumar and Rajapalayam Forest Ranger Mr.C.Subramanian on 15th February, 2017.

- **World Forest Day** was observed by our NSS Volunteers. Along with the support of the Rajapalayam Forest Range a cycle procession was conducted in Rajapalayam. Passing through the important streets of the town the importance of 'Conservation of Forest' was highlighted on 21st March, 2017.

WOMEN DEVELOPMENT CELL

- The Women Staff continued to meet almost every week on Wednesdays to discuss the problems faced by the students and arrived at solutions to solve those problems.
- A **Workshop on Self Employment** was held on 4th February 2017 to promote startups in the young minds. 204 Third year girl students participated in it. Mr. Saravanan and his team from Bharathi Foundation demonstrated the Commercial preparation of Jam, Flavoured Drinks, Incense Sticks, Washing powder and Phenol. Students were enthusiastic to know the financial prospects of commercial preparation.
- 60 girls of our college attended three hours Meditation classes '**Heartfulness through Meditation**' from 1st to 3rd February 2017 conducted by Shri Ram Chandra Mission.
- A **Short Course in Yoga** (Twelve hours) was conducted for the Women Staff from 27th February 2017 by the Teachers from Manavalakalai Mandram.
- **International Women's Day** was celebrated on 11th March 2017 with 1100 girl students. The thematic address on "Be Bold For Change", was given by Mr.P.Rajagopal, President, NEEDS (Nethers Economic and Educational Development Society), Srivilliputhur. A team of 5 delegates from various fields participated in the celebrations. Mrs. S.V.Gayathri, Shri Ram Chandra Mission delivered a talk on 'Yoga and Inner Self'. Dr.Uma Maheswari, Gynaecologist brought awareness on the importance of 'Health and Hygiene'. Advocate, Mrs.S.Jansi spoke on 'Women-Yesterday, Today and tomorrow'. A Cultural Programme was organised on that occasion.
- The Bharathamata Foundation member Mr.Saravanan gave an Introductory Session on 10th April 2017 for 85 final year girls, about the Month long Courses on Tailoring and Beautician towards Self employment. The Course is to be held at their Centre at INTUC Nagar, Free of charge under the PMKVY (Pradhan Manthri Kaushal Vikas Yojana)and they would also guide the students to get Bank Loans and start their own Centres.

RED RIBBON CLUB

- The Red Ribbon Club of our college has been functioning with 100 volunteers with both boys and girls, rendering various awareness programs under the expert guidance of our Principal Dr. V. Venkatraman. The objective of the Red Ribbon Club is to create awareness on Blood Donation, HIV-AIDS and other communicable diseases among the youth.
- The Principal Dr. V.Venkatraman, delivered the inaugural speech in the topic “Role of Youth in transforming the society” on 21st December 2016.
- RRC volunteers participated in Essay Writing, Drawing and Poetry Competitions organised by Jammal Mohammed College, Trichy in association with the Bharathidhasan University in the month of February 2017.

BLOOD DONORS CLUB

Dr. V.Venkatraman, the Principal, Rajapalayam Rajus' College has been a role model in donating blood. He has donated blood to the poor patients more than 54 times and saved the lives of many people.

During the academic year 2016-2017 totally 110 units blood were donated by our college students. Dr. K.Alagar, the coordinator of Blood Donors Club is guiding the club successfully.

YOUTH RED CROSS

A Seminar on *"Flying Fox method and Fireman's chair knot with demo"* was held on 17th September 2016. Mr. R. Suresh of Sri Sathya Sai Trust disaster team, Rajapalayam delivered the special address on that occasion.

One day camp organised *"Ladder Rescue and Rope Lifting"* was organised on 24th September 2016. Mr. R. Suresh of Sri Sathya Sai Trust disaster team, Rajapalayam delivered the special address.

Fifty Youth Red Cross Volunteers rendered service in cleaning the Temple premises of Sri Mayuranatha Swami Temple, Rajapalayam

Youth Red Cross Day was celebrated and Dr. K. Ramesh Kumar, delivered a Lecture on 'The Role of Youth Red Cross Volunteers'.

Fifteen Youth Red Cross Volunteers engaged themselves in the Two Day Service Camp held at Sri Sivananda Ashram, Ayyanarkoil.

NATURE CLUB

Nature club has 80 volunteers. They undertook various environmental service programmes in and around Rajapalayam under the guidance of Dr. R.Jaganath . A two day special ***Plastic Removal camp*** was organised at Sundaramahalingam temple at Chadhuragiri hills from 2nd to 4th August 2016. Nearly 60 volunteers of the club participated in the camp.

Mr.T.Subramanian, Secretary of Wild Life Association of Rajapalayam, delivered lectures on ***“How to preserve our environment?”*** and ***“Disaster management”*** on 27th December 2016.

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		52 acres	-	-	52 acres
Class rooms		50	2	Management	52
Laboratories		4	-	-	4
Seminar Halls		1	-	-	1
No. of important equipment purchased (≥ 1 lakh) during the current year.			1 Nine station Multi-Gym	UGC	1
Value of the equipment purchased during the year (Rs. in Lakhs)			7.102	UGC & Management	7.102
Others	Campus infrastructure and facilities (Building, Bus, Books, Furniture etc.)	-	39.40877	-do-	41.80089
			2.39212*		
	ICT	-	4.63473	Management	4.63473

*Books Purchased from Major Research Project (2010-2014) by **Dr.V.Venkatraman, Principal**

4.2 Computerization of administration and library

- Microsoft Campus License is purchased for Rs.252004. All Microsoft products such as Office 360, Operating System etc., are included in the license.
- Digital library encompassing textbooks, general books and journals has been established.
- PFMS (Public Financial Management System) for the institution is registered to facilitate electronic transferring of funds for Major / Minor Research Projects.
- Through Tamil Nadu Government web portal, scholarship data for the students are processed through online, using Tamil Nadu Government Portal.
- More CCTV cameras are installed.

4.3 Library services:

	Existing		Newly added		Total	
	Number	Value (Rs.)	Number	Value (Rs.)	Number	Value (Rs.)
Text books	28679	3795119	625	367807	29304	4162926
Reference Books	1423	437497	42	47806	1465	485303
e books	-	-	-	-	-	-
Journals*	30	86301	9	35485	39	121786
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	417	975	45	3000	462	3975
Others (Specify) Dissertation & Maps	196	-	1	-	197	-

* Number of titles only

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	127	73	33	-	-	10	11	-
Added	-	-	-	-	-	-	-	-
Total	127	73	33	-	-	10	11	-

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

- Career development based online practical training is given on, “*e-Filing of IT Return*” to Commerce (Regular) students.
- Computer and internet access is provided to all the Departments.
- Hands-on training for ‘C’ program is given for B.Sc. Maths, B.Sc. Chemistry and B.Sc. Physics students.
- Technical course on “Digital Photography” is given to Final year Physics students.
- Office administration is fully computerized with internet access.

4.6 Amount spent on maintenance (in lakhs)

i) ICT

-

ii) Campus Infrastructure and facilities

Description	Amount in lakhs
Campus Maintenance	2.41781
Building Maintenance	2.56502
Repair and Maintenance	2.51743
Annual Maintenance Charges	1.111
Total	8.61126

iii) Equipment

0.49752

iv) Others

-

Total (in lakhs):

9.10878

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Our College provides a gamut of services including counseling, mentoring, tutoring, and hosts activities that would provide platforms for self-articulation and for enhancement of self-esteem. These services aim to enhance the students' skills and prepare them for the challenges that await them in the world outside. Our College helps in the admission process of identifying the Orphan and Semi-orphan students, economically poor and vulnerable students, academically weaker, physically and visually challenged students irrespective of their caste and religion.

INCULCATING ETHICAL AND MORAL VALUES

The importance of a value system to guide students as they step into a world of work is recognized by the college. Knowing that values are imbibed rather than taught, the college adopts several means to inculcate those values that are needed to live in a pluralistic society.

Seminars and classes on the subjects dealing with societal and environmental issues such as Values and the Individual, Values and Religion, Values and Society, Professional Values and Role of Institution in Value Formation, Intrafaith and Interfaith Relations, Peace Studies, Environment and Society are taught through enacting stories, parables, role play, group discussions, debates and field work.

Value Education classes on socially relevant areas such as Women's Studies which enable the students to realize the inbuilt gender discriminations in certain sections of our society and Human Rights and Duties that open up students to the harsh realities in our democracy, where right violation takes place easily and justice is denied to many are part of the curriculum.

SCHOLARSHIPS

Education is meant to be inclusive and our College has always followed an open door policy for students from disadvantaged sections of society. The College offers scholarships to deserving students. It takes note of various management and Government scholarships available to various categories of students, such as SC/ST, MBC, BC, differently abled, rural girls and helps them in

the process of applying and receiving the Government scholarships and benefits. The students are given awareness about the scholarships and privileges available to them.

Our College extends additional financial help through management concessions by identifying the target students in the first semester itself and helps in reducing the burden of paying their fee during their studies. It also taps the funds from philanthropists for the assistance of poor and vulnerable students. It helps in availing all the aforesaid scholarships without any delay and difficulty by helping them with academic advice and logistical support.

MENTORING

A good mentor can make a world of difference to a student who has to deal with several challenges in life and academics. The academic activities are tracked continuously for better monitoring and counselling. Under the mentoring system, faculty members offer students both academic and personal guidance. Mentors meet their wards frequently and keep a record of their progress.

REMEDIAL COACHING

Slow learners are not left behind at our College. Course teachers arrange remedial coaching for the academically weaker students in all the departments. This extra coaching helps first-generation learners, students from the vernacular medium and slow learners to cope with the challenges of higher education.

PERSONALITY ENHANCEMENT AND DEVELOPMENT PROGRAMME

The support systems offer various avenues for wholesome development, which is an integrated outcome of the maturity of the intellect, affect and will. This programme helps students from disadvantaged sections of society to become academically competent and socially responsible individuals. Training sessions for undergraduate students are conducted throughout the year. Students gain self-confidence through programmes on personality development. They are also trained in computer skills, language and communication skills and employability skills.

TRAINING PROGRAMMES

The Career Guidance and Placement Cell provides awareness to students about skills required in the job market. Through various seminars and workshops organised they are also equipped and trained to face interviews and competitive examinations. The college has links with external agencies to which the students go for projects and internships to get hands-on training. This gives the students awareness about the jobs available and the entry criteria. Skill Development Programmes like Enhancing Communication Skills, Soft Skills, Awareness Programmes on Employment Opportunities are also organised.

The Counselling Cell caters to the specific emotional and psychological needs of the students. Two trained and experienced Professors act as counsellors and are available to give counselling at the right time. Choosing the right career is not easy in this age of multifarious opportunities. The Career Guidance Cell offers career guidance and conducts training programmes. It facilitates Campus Recruitment for both undergraduate and postgraduate students. Career Oriented Training Programmes are organized for final year students. In the second half of the academic year, the Cell focuses on organizing campus placement drives, career guidance programmes and orientation on opportunities in higher education.

The General Library has a special section which houses a rich variety of books on personality development and Leadership.

GRIEVANCE MECHANISM

The college has a Grievance Redressal Cell exclusively for students. However, the Cell is not a forum for entertaining indiscipline and / or violation of college regulations and does not encourage rebellion among students.

In keeping with the college ethos of inclusiveness, the college encourages senior students to give support, encouragement and help to their juniors. There is an anti-ragging committee constituted as per the government norms. However, there has been no instance of ragging so far. Placards are displayed in the college campus, with the mobile phone numbers, which the students and parents can use in case of ragging incidents.

ELICITING COOPERATION FROM STAKEHOLDERS

The college takes efforts in maintaining healthy relationship with the parents of the students by involving them in all important matters relating to their wards. At the time of student admissions, undertakings from parents and students are received on issues pertaining to ragging, mobile and laptop usage. Departments receive permission letters from parents to take students to competitions outside the college, camps and any such activity which involves their ward to move from the campus. Disciplinary action on violation of college / hostel rules is taken after discussing with the parents. Disciplinary action for Malpractice tests / examination is taken as per college norms and informed to the parents.

HEALTH SERVICES

The campus has an infirmary where students who suddenly fall ill are taken care of until their guardians arrive to take them home. A visiting physician is ready to treat the students and attend emergency cases at any time of the day.

PARENT - TEACHER MEET

A Parent –Teacher meet is organised once a year to evolve a rapport with the parents and to keep them informed of the academic progression of their wards. Besides the direct interaction during the meet, to keep the parents informed of the student's grades, mark statements are sent to them. Parents can also meet the faculty members after class hours to enquire about their wards.

PROSPECTUS AND HANDBOOK

The prospects of the college is updated annually and given along with application which is also available in the college website.

Various details regarding the multifaceted functions of the college, course requirements, various offices and their responsibilities are provided to students every year through prospectus. Moreover, this information can be downloaded from the college website also. This creates ample opportunities for students to identify courses of more value in the current educational scenario.

All information that the students need for college life is comprehensively provided in the college handbook. The handbook is updated annually and revised every year and given to all

students. It contains the history of the college, achievements, administration, list of faculty members department-wise, information of the various Centres, academic and co-curricular programmes, rules and regulations, college Student Council, different offices and their functions, fee details, prizes and student scholarships. The handbook also includes the College Calendar that gives information about holidays, college functions, test and examination dates. This is a ready reference for students and they are encouraged to carry it with them to college every day. The handbook enables students to approach the respective offices according to their need.

SUPPORT SERVICES FOR PHYSICALLY CHALLENGED / DIFFERENTLY ABLED STUDENTS

The physically challenged students are given facilities such as ramps and elevators. They have peers to take care of them, escort them to their classes and help them in their studies. College takes special efforts to enable physically challenged students to secure Government freeships.

Visually Challenged students have a provision for scribes from the college during tests and examinations.

EXPOSURE TRIPS

Industrial visit forms part of the teaching and evaluation process for most of the courses. Local field trips are also arranged for the students to gain more knowledge in the subjects they learn. The field trips to corporate firms, research laboratories and academic institutions of reputation enable them to make better options for career and higher studies.

PUBLICATION OF STUDENT MAGAZINES

Students contribute articles for College Magazine. College Magazine has a team comprising of student and staff editors for both English and Tamil, who work in tandem to ensure that these endeavours are constructive and progressive. The college magazine published annually provides an opportunity for the students to bring out their creative skills. Through the magazine the activities of the college are made known to alumni and friends of the college in India and abroad.

SPORTS AND CULTURAL ACTIVITIES

In an era where active involvement in cultural and sport activities are becoming redundant for a majority among the student population, certain unique and well intended efforts are made at the college to motivate each of them for meaningful involvement in such activities.

The college promotes participation in sports through flexibility in admission, fee payment, attendance and evaluation requirements. Students who have a good track record in sports are given admission in the subjects of their choice. Test timings are adjusted according to tournament schedules. Provision is also given to write retests and assignments.

Students are also encouraged to participate in the Youth Festival organised by the Madurai Kamaraj University every year. Students give programmes outside the college during Independence Day and Republic Day celebrations.

FEEDBACK ON SUPPORT SERVICES

Feedback is taken from class representatives and students who availed scholarships, at the end of each academic year on Infrastructure Facilities, College Student Council, Scholarship Scheme, Canteen Services and Hostel Facilities. Areas of concern are discussed in the meeting which comprises of College Governing Council, Administrative Team and Heads of Departments and action is taken at the earliest. Necessary measures are taken to improve the facility.

5.2 Efforts made by the institution for tracking the progression

The institution facilitates the student's progression to higher level of education through the following ways:

- The students are addressed through tutorial-ship and proper counselling. The attendance of the students is closely monitored and students who absent themselves for longer periods are readmitted if they possess a genuine reason and the parents are advised to monitor their wards. However the institution has genuine concern for such students and approaches the problem with humanitarian consideration.
- The college has a system of orienting the students towards placements right from the time of induction. Induction programmes is the first phase of career orientation which also features interaction with role models and successful alumni placed in reputed organizations

across the globe. Further, institution facilitates employment of the students in the following manner:

- **Career Orientation by the Faculty:** Teachers orient the students from the first semester onwards while they select seminar topics, assignments and eventually dissertations.
- **Fieldwork and Community Engagements:** Application of theory is achieved through field work and community services arranged by the NGOs, Companies and Neighbourhood communities which enable greater networking, hands-on training and enhance placement prospects.
- **Industry/Alumni Interaction Initiative:** Input/interactive sessions are provided with the help of the placement cell by inviting Industrialists and Corporates to help the students to sense the pulse of the job market on a regular basis. The college being in close contact with the Alumni, organizes periodic interactions - Meet Alumni and Meet Excellence - and also encourages external mentoring.
- **Uploading Resume in a Web-portal:** The institution has made an arrangement with a Techno park based company to help to upload their resume of the students as soon as they complete their course, in order to enhance their placement prospects.
- **Career Notice Board in the Library & Career Notifications in the Main Notice Board:** All important notifications regarding career and employment opportunities are displayed on notice boards at library as well as in the lobby.

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

UG	PG	M.Phil	Ph.D	Others
2287	347	19	27	346

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

1

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

-

Men		Women	
No	%	No	%
1472	55.32	1189	44.68

<i>Last Year</i>						<i>This Year</i>					
<i>General</i>	<i>SC</i>	<i>ST</i>	<i>OBC</i>	<i>Physically Challenged</i>	<i>Total</i>	<i>General</i>	<i>SC</i>	<i>ST</i>	<i>OBC</i>	<i>Physically Challenged</i>	<i>Total</i>
62	779	6	1683	3	2533	81	727	8	1842	3	2661

Demand ratio: 1:2

Drop out: 6.07%

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

The college takes adequate measures to prepare students for entrance examinations for joining higher studies and TNPSC, Bank Examinations as well. The teaching faculty members of all the departments voluntarily render their service for coaching and training the students for all the examinations conducted frequently by the state and the central Governments.

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

The institution has a counselling cell consisting of one senior faculty member as coordinator and four members. This council identifies the students who are in need of academic and personal counselling. Their problems are taken into consideration and necessary solutions are given. If needed, students who require medical counselling are referred to professional psychiatrists for further counselling and treatment. For career guidance, the placement cell provides the necessary resources. It also invites industrial establishment to the campus for on campus recruitment. It also enables the students to attend off campus interviews. The Principal Dr. V.Venkatraman plays a vital role in counselling the students who are in need of academic and personal counselling.

No. of students benefited

5.7 Details of campus placement

On campus			Off Campus
<i>Number of Organizations Visited</i>	<i>Number of Students Participated</i>	<i>Number of Students Placed</i>	<i>Number of Students Placed</i>
4	330	93	2

5.8 Details of gender sensitization programmes

- An awareness programme on Sexual Harassment was conducted on 13th July 2016 for all the first year girls about Sexual Harassment, how to protect oneself and list of help lines.
- Gender Sensitization Programme was conducted on 18th July 2016 in which a total of 75 boys and girls participated. The group discussed on how to eradicate Gender Inequality, Inequalities in classrooms and The Role of Men in Women Empowerment.
- Gender Championship Club Meetings were conducted every fortnight in which 60 students who volunteered to be Gender Champions (to spread the message to other students in their class) met to discuss various issues and to find solutions to them. Muslim Laws on Triple Talaq, Oppression of Women, Sex Education, Gender Discrimination in the Judiciary, etc. were some of the points highlighted. Students' oratory skills were developed and their leadership qualities were enhanced through the discussions and debates. The students' attitude towards the opposite gender is positive, both at home and at College. 5 students were chosen as Gender Champions for this year based on their contribution & speeches and Certificates were awarded to them.

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	557	Rs. 2582695
Financial support from other sources	7	Rs. 2625
Number of students who received International/ National recognitions	-	-

5.11 Student organized / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution:

Mission Statement

- To contribute to Nation building by imparting quality higher education to rural youth.
- To inculcate the national spirit and instil a sense of social commitment in the minds of the youth to foster Universal Brotherhood.
- To promote the evolution of lawful and equitable society through higher education.

Vision Statement

- To provide Quality Higher Education to Rural students and nurture in them the values of Discipline, Devotion and Dedication and transform them into responsible citizens

6.2 Does the Institution has a Management Information System

No

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

6.3.1 Curriculum Development

- Members of Board of Studies and Academic Council Network by the University carry out curriculum development.
- Senior Teaching Members of Board of Studies suggest their ideas in the respective Board Meeting.
- Senior Teaching Members of Board of Studies help in the process of getting the approval and sanction for the revised syllabi and curriculum.
- All teaching faculty contribute to the periodic revision and update of the curriculum ratified by the University.

6.3.2 Teaching and Learning

Teaching

- Principal, Vice-Principal and all HODs plan out the activities.
- Provided modern technological devices for the teaching process such as power point presentation.
- Teaching plan by faculty.
- Daily work done report is retained.
- Internal assessment includes Quiz, Assignments and Seminars.
- Feedback obtained from students on faculty.

Learning

- ICT provisions and well equipped labs enable the students with greater learning experience.
- Subject oriented Assignments, Panel Presentation and Group Discussions are followed.
- Organizing Seminars, Conferences and Guest lecturers etc.,
- Students are encouraged to prepare their own notes and take seminars.
- Debates and Quiz Competition are employed.
- Students are directed to participate in various programs conducted by other colleges.
- Student-centric learning approach is practised.

Orientation Programme

The main objectives of the programme are:

- To introduce the students the vision and mission of the college.
- To help the students to be familiar with the various departments and activities of the college.
- To ensure the students' smooth socialization with the staff and senior students .
- To create awareness on Anti-Ragging and Gender Sensitization.
- A team of faculty members are assigned to conduct the programme.

6.3.3 Examination and Evaluation

Examination

- College follows all the rules and regulation initiated by the Madurai Kamaraj University.
- The Examination Committee prepares the schedule for Internal Assessment Test (IAT) and Question paper setting is done according to the norms of the University.
- Soon after the publication of the University results, the pass percentage of students in each subject is tabulated and faculty members who handled subjects are invited for a review, department wise. The short comings are discussed in detail and necessary directions are given by the Head of the Institution.

Evaluation

- The College follows semester system in which IAT and End Semester Examinations are adopted for the academic evaluation of students. The IAT includes Seminars, Assignments and Test Papers.
- Evaluation of assignments and seminars are carried out based on well-defined criteria. The answer papers are handed over to the students after the evaluation to ensure transparency.
- The finalized assessment marks are shown to the students to verify and to get their signature.
- Students are allowed to meet the teacher concerned or the Head of the Department to present their grievances in case of anomaly.
- The Semester Examinations are scheduled and conducted by the University.
- The answer papers are evaluated by the University for all the Courses.

6.3.4 Research and Development:

The college encourages the teachers to take up research in their respective fields. The Department of History, Commerce and Tamil are guiding 27 Ph.D. Scholars. Major Research Projects and Minor Research Projects funded by UGC were pursued by our staff.

The staff members of the Department of Chemistry and Physics in collaboration with faculty members of other colleges and universities have published research articles in peer reviewed journals and e-journals.

6.3.5 Library, ICT and physical infrastructure / instrumentation:

- The Library utilized the amount about 4.4 lakhs from the UGC and the management to purchase Text Books, Magazines and Journals.
- The management supported to construct class rooms, make water tunnel and to by furniture with the sanctioned amount of the UGC

6.3.6 Human Resource Management

The College Management is generously spending money along with the sanctioned amount of UGC to complete the following

- Members of faculty who have joined without Ph.D. are encouraged to complete Ph.D.
- The Management has spent Rs 3.5 Lakhs for CCTV , Electrical fittings and sports equipments.
- A new Napkin Disposal machine was placed at the cost of 81,700/- to replace the old machine.
- One more bus was purchased at the cost of Rs.19,47,459/-
- Three more class rooms were constructed in the first floor of the English Block.

6.3.7 Faculty and Staff recruitment:

The institution takes utmost care in planning and managing its human resources to ensure qualified and competent teachers are recruited and retained in the institution.

The strategies for the recruitment and retention of the faculty are given below:

- The Staff appointment is based purely on merit and in a transparent manner.
- The vacancies are notified in national and local newspapers, college website and career publications. Sufficient time is given to the candidates for submitting the completed application forms.
- The candidates are expected to take a demonstration class to prove their proficiency in teaching.
- The primary focus is on the non-negotiable factors such as higher qualifications, teaching experience and publications are given weightage.
- The selected faculty members are given orientation to the ethos, work culture and institutional expectations through various sessions by the Management, the Principal and the senior faculty members.
- The Management has appointed Teachers temporarily at their own expense if the vacancies have not been filled by the government.

6.3.8 Industry Interaction / Collaboration

Department of Chemistry has signed two MoUs with Energie Capacitors, Rajapalayam, Aravindh Herbal Labs, Rajapalayam in 2010. Technical consultations were given with reference to electro galvanizing as well as alloy coating for Energie Capacitors since 2010, which bagged the contract to manufacture Capacitor Units for Reliance Petrochemical Industries. Similarly solvent extraction, chromatographic analysis as well as VM estimation methodologies were given to Aravindh Herbal Labs, Rajapalayam.

- Consulting service are carried out in collaboration with Micro and small scale industries based on academic activities.
- Department of Physics and Chemistry have arranged an industrial visit to Nuclear Power Corporation of India Limited, Kudankulam Atomic Power Project (NPCIL) on 22-12-2016 and 69 students were benefited from the industrial visit.

- Department of Chemistry arranged an industrial visit to Dharani Sugars Factory on 08-02-2017.
- Industrial visit to Ramco Cements Limited, RR Nagar on 17-02-2017 was also arranged by the department.
- Chlorate estimation for match industry, TDS and hardness estimation for water samples, ion-exchange resin based water treatment to remove sodium and chloride ions, atomic emission spectral analysis of elements in textile samples, liquid detergent formulation, battery power calculations for solar panels in collaboration with solar panel distributors were some of the industrial based interactions that were done in the Department of Chemistry.

6.3.9 Admission of Students

Admission is purely governed by the rules of the State Government. This year the college has an increase in strength of the students and more number of girls students joined in the college.

6.4 Welfare schemes for

Teaching	Nil
Non teaching	Nil
Students	1*

* Endowment prizes by the Management

6.5 Total corpus fund generated **Rs.1,63,000/-**

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	No	--	No	--
Administrative	Yes	Govt	Yes	College Auditor

6.8 Does the University/ Autonomous College declare results within 30 days?For UG Programmes Yes ☐ No ☒For PG Programmes Yes ☒ No ☐**6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?**

As the college is an affiliated college, Examination Reforms introduced by the University are implemented.

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

The College has not applied for Autonomy.

6.11 Activities and support from the Alumni Association:**Activities:**

1. **Annual General Body Meeting of Alumni Association** was held on 30th April, 2017 in a grand successful manner. In this meeting, 56 Alumni registered as Life members and 112 Alumni registered as Annual Members. Our Alumni also visited their respective Departments and interacted with Teaching & Non-Teaching Staff.
2. Guest lecture on “Analytical Techniques in Industries” delivered by Mr.D.Vishnukumar (**B.Sc – Chemistry 2001-04 batch**), Chemist, Inspectorate International (SA) Limited, **Bureau Veritas Group, Saudi Arabia** on 05-10-2016 for students of Chemistry.
3. Dr. Venkatasubbiah, (**B.Sc. Chemistry 2003-06 batch**) Research Scholar, **van't Hoff Institute of Molecular Sciences, University of Amsterdam, The Netherlands** has delivered a guest lecture on “Research opportunities in Abroad” on 27.10.2016 for science students.
4. Guest lecture on “Cement Manufacturing Technology” was delivered by **Mr.S.Vishnu kumar, (B.Sc – Chemistry 2003-06 batch)**, Production operator, Ras Al Khaimah Cement Company, UAE on 27.10.2016 for chemistry students.

Support:

Our Alumni voluntarily donated student scholarship for payment of Tuition and Examination fees.

Sl. No	Name of The Alumni	Amount
1.	Dr.S.Singaraj – M.Com – 82 - 84	Rs.15000/-
2.	Mr.R.Vishnukumar B.Sc (Chemistry) 2001 – 2004)	Rs.20000/-
3.	Mr.B.Ramakrishnan – PUC – 1973	Rs.5000/-
Total		Rs.40,000/-

Donation for Construction of Alumni Association Block:

The following alumni donated funds to construct an Alumni Block.

Sl. No.	Name of the Alumni	Amount
1	Mr.CA.R.Suresh Kumar	Rs.50,000/-
2	Dr. V. Venkatraman	Rs.25,000/-
3	Dr.R.Jaganath	Rs.25,000/-
4	Mr.B.Thambi	Rs.10,000/-
5	Mr. A.Gnanavelayutham	Rs.10,000/-
6.	Mr.A.R.Ramasubramaniaraja	Rs.10,000/-
Total		Rs.130,000/-

6.12 Activities and support from the Parent – Teacher Association:

The Parent Teacher Association helps in giving salary to the substitutes appointed in place of regular teaching vacancies that remained vacant as the Government has not approved some retirement vacancies. The parents support the actions taken by the teachers to improve the academic environment. Annual General Body Meeting of PTA is conducted every year. The Executive Council meets and offers suggestions to the Management. In this year an amount of Rs. 7,77,600.00 has been spent on staff salary.

6.13 Development Programmes for support staff

-

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

- The college campus is lush green with hundreds of trees as the Institution is situated downhill of the Western Ghats. However saplings are planted periodically. Environmental Management Programme is organized after the class hours, during which students clean the premises of the college under the guidance of teachers. This helps students to realize the value of keeping the environment clean.
- The college maintains separate waste bins on the campus for the collection and segregation of biodegradable and non-biodegradable wastes. It creates awareness among the students regarding the scientific disposal of waste. Efforts are taken to make the college campus plastic free.

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 institute

- Students are prohibited to wear jeans or leggings to avoid sterility, which is scientifically proven.
- Students of commerce are trained to learn e-filing process online.
- History Department organized field trips to excavating sites of Archaeological Society of India.
- Instructions are given to use biodegradable products like banana leafs to make the college plastic free zone.

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

ANNEXURE-I

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals) Provide the details in annexure (annexure need to be numbered as i, ii,iii)

1. **“No Capitation No Donation”** is one of the prime healthy practices followed by our college right from its inception. The college was established way back in 1973 with the noble cause of providing collegiate education to the students especially the economically weaker section of the society. This being the Vision and Mission of the founders of our college, though we have crossed forty years of serving the community still we uphold the same practice and continue to do the same in the years to come.
2. There is a voluntary contribution of scholarships from the staff members of the institution to the poor and the disabled students. It is one of the best practices followed every year to provide education for economically backward students.
3. To encourage reuse of papers, each department maintains a stock of single sided used papers, which is reused for several purposes.
4. Disaster management course in association with Satya Sai Disaster Management Trust is held for students to render free services in time of requirement.
5. Members of faculty and students actively participate in blood donation to the local hospitals.
6. Students are encouraged to earn while learning by creating awareness regarding part time jobs available in their locality.
7. Mobile phones are strictly prohibited for students to use inside the campus.
8. There is a practice among the students to share their books with juniors for free of cost.

7.4 Contribution to environmental awareness / protection

- Students are motivated to use public transports or cycles for college.
- NSS volunteers are actively involved in the maintenance of the trees and plants of the college.
- Herbal garden is planted and maintained by the NCC volunteers, consisting of more than 15 different herbs with medicinal benefits.
- In collaboration with Thuli Foundation Programmes like plantation of saplings, pond cleaning and clearing of "Julias Flora".

7.5 Whether environmental audit was conducted?

Yes

☐

No

☒**7.6 Any other relevant information the institution wishes to add.****SWOC analysis is carried out.****STRENGTH**

- Positive Community perception.
- Education focuses more economically backward students from rural area.
- Increasing flow of publication and research activities.

WEAKNESS

- Infrequent transport facilities.
- Classroom library facilities.
- Lack of financial resources.

OPPORTUNITIES

- Organizing new programs to enrich students' skills.
- Students centered learning process and Modernization of the educational system and its adaptation in knowledge and technology, ICT enabled smart classroom etc.,
- Utilization of Alumni contribution.

CHALLENGES

- Providing more employment opportunities for graduates.
- Developing soft skills among academically weak students.
- Additional technology access.

8. Plans of institution for next year

- Construction of compound wall for the college premises.
- IQAC recommends each department to organize seminars through funding agencies.
- To encourage the faculty to get Ph.D guideship.
- Completion of the construction of UGC sponsored swimming pool and sports hostel.
- Renewal of the Microsoft Campus License.
- Subscriptions for INFLIBNET - N-List to access e-journals and e-books.



Dr. M. Vaidyanathan
Associate Professor in Mathematics
Coordinator, IQAC



Dr. V. Ventatraman
Principal & Chairperson, IQAC

Annexure-I

Plan of Action	Achievements
1. To encourage the faculty to get Ph.D. guideship.	A teaching faculty from the department of chemistry got guideship.
2. To purchase a bus for girl students.	A new bus for girl students has been purchased for Rs.19,47,459.
3. Purchase of additional sports equipments.	Additional sports equipments were purchased for Rs.1,90,000.
4. IQAC also suggests the members of teaching faculty to publish research articles in peer reviewed national and international journals.	There is a drastic increase in the number of publications in Scopus journals.
5. Installation of napkin Disposal machine.	Napkin disposal machine with latest technology has been installed for Rs. 81,000.
6. Extension of CCTV coverage in the campus.	Additional CCTV has been installed for Rs.1,82,030.
7. To organize more seminars and conferences by each department.	State level seminar on “Innovative Strategies in Commerce and Management” was organized by the Department of Business Administration on 10-03-2017. State level seminar on “Recent Trends in Computing Technology” was organized by the PG Department of Computer Science on 17-03-2017. One day state conference was conducted by the Department of Tamil on the topic “Kalanthorum Tamil Illakiyam” on 31-03-2017.
8. To conduct career guidance programs for professional courses.	Career guidance program for professional courses like CA, ACS, and CMA was organized by the PG & Research Department of Commerce.