

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0.06

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	1	2	1

File Description	Document
List of students (other states and countries)	View Document
Institutional data in prescribed format	View Document

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 85.01

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
914	958	911	877	848

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1119	1126	1055	1025	982

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.1.3 Average percentage of seats filled against seats reserved for various categories as per

applicable reservation policy during the last five years**Response:** 96.36

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
530	546	512	490	476

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.2 Catering to Student Diversity**2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners****Response:**

The college employs several approaches to appraise the students in terms of knowledge and skills before the onset of the programmes. The teachers make a summary of the students' details based on the academic background, medium of education, economic status, curricular and extra-curricular activities of the students to know their level of academic attainment.

Orientation Programme and a bridge course are conducted for the freshers for coordinating and assessing their knowledge. These courses assist students to tackle their initial difficulties. The entry level assessment and performance of the students are taken into account and the concerned faculty members are intimated to design their pattern of teaching on par with the knowledge of the students.

SLOW LEARNERS

As per the competency levels of the slow learners, various methods are adopted for the enhancement of their learning and understanding ability.

1. Tutorials, remedial classes and class tests are conducted regularly to better the performance of the slow learners.
2. Terminology books/Booklets of keywords are provided by all the departments with their Tamil translation are distributed to the slow learners to enhance the knowledge of their subject. Comprehensive and abridged study materials are provided to the slow learners to mend their learning difficulties.
3. Readers Forum organized by our Library helps students to develop their reading habit,

English language and general knowledge. This leads to overall improvement of their personalities.

4. Slow learners are given individual care and are coached by their mentors and advanced learners in their class.

To augment the advancement of the students, periodic interactions are sorted with their parents regarding their academic performance. To help the slow learners to prepare pleasantly for the semester exams, the staff members of each department also train them with the previous years' question papers from the Question Bank.

ADVANCED LEARNERS

Special guidance and consultations are offered to the advanced learners to secure the University ranks. The students who excel in their class are motivated to participate in group discussions, public speeches, seminars, workshops and quiz competitions.

1. Post Graduate students are encouraged to present research papers in state and national level conferences and are also trained to face interviews with daring confidence.
2. Various departments organize seminars and guest lectures regarding higher studies and course related topics by eminent personalities in their respective fields.
3. Students are provided with digital library for independent learning. Coaching classes are conducted for competitive exams such as TNPSC, UPSC, NET, SET AND JAM. Proctors (advanced learners) are encouraged to guide the slow learners in academics.
4. Advanced learners are motivated and mentored by the faculty members to face entrance exams for PG/Research admission like NTPSC, KVPY, GATE, NBHM, etc to make them eligible to avail scholarship.

File Description	Document
Link for Additional Information	View Document

2.2.2 Student - Full time teacher ratio

Response: 25.42

File Description	Document
Any additional information	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.78

2.2.3.1 Number of differently abled students on rolls

Response: 19

File Description	Document
List of students(differently abled)	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

The Institution gives utmost priority and importance to student centric methods in teaching. Students are encouraged to interact with the staff members and their own classmates to enhance their learning process and clear any doubts regarding their subjects.

Experiential learning

1. Students of the Department of History visit archaeological sites such as Kazhugumalai Jain Centre and Cave Temple, Moovaraivendran Cave Temple and Keezhadi excavation site. They observe various architectural styles of old buildings and monuments and learn about the history of the place. They refer numerous sources and gain adequate knowledge.
2. The Students of the Departments of Physics and Chemistry are taken to Koodankulam Nuclear Power Plant and Chemical factories respectively which enable them to get first-hand knowledge of various scientific processes involved.
3. Students of the Department of Commerce are taken to various manufacturing industries to learn about production processes, storages, packaging, pricing etc.,
4. As part of the curriculum for Environmental Studies, students are taken to visit the foothills of Western Ghats. They learn about the diverse flora and fauna of the region and various ways to protect and conserve them. This gives the students a sense of responsibility towards the environment.

Participative learning

Staff members help the students in preparing Power Point Presentations and participating in seminars

PG & Research Department of History organizes mock parliaments and moot court sessions.

Department of Business Administration conducts mock interviews to familiarize the students with employability skills and techniques.

The PG & Research Department of Commerce gives hands-on-training on NEFT, IMPS, Stock trading etc.,

The Department of Chemistry provides hands-on-training on preparing Soap, Phenoyl, Detergent powders, Pain balm, etc . To enhance their laboratory skills, chemical solutions are prepared by the students themselves which are then verified by the faculty.

Department of Physics imparts skills on repairing basic electronic equipments such as power supply, resistance box and capacitance box etc.

Problem solving methodology

The main problems faced by the students related to learning as identified by the staff are lack of adequate knowledge in English, lack of attention and interest in learning and personal problems which hamper their learning ability.

With regard to inadequate knowledge in English, teachers take extra efforts to teach the lessons in English and Tamil. Specific notes are given to enable the students to learn effectively in English.

To increase the attention of the students, visual methods like ppt, videos and models are adopted to help them easily grasp the subjects. In particular, the department of Physics and Chemistry provide solid state models, atomic & molecular models and Visual charts . The faculty give them information and motivational advice regarding career opportunities to inspire them to take interest in learning.

Many students are unable to concentrate on their academics due to personal problems at home such as single parent, alcoholic and abusive fathers, etc. The mentors concerned and class tutors give them personal counselling.

File Description	Document
Link for Additional Information	View Document

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 91.67

2.3.2.1 Number of teachers using ICT

Response: 88

File Description	Document
List of teachers (using ICT for teaching)	View Document
Any additional information	View Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 27.73

2.3.3.1 Number of mentors

Response: 88

File Description	Document
Any additional information	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

Innovation and creativity in teaching and learning methods are essential to capture and retain the interest and attention of the students. Teachers use various ingenious methods to strengthen the learning process.

- 1.Information and Communication Technology (ICT) is utilised by the teachers and students which enhances their thinking skills and personal capabilities. Power point presentations and educational videos are incorporated into the teaching process to enable the students to quickly grasp the concepts taught and also to keep them engaged.
- 2.Students are allotted the required number of hours for practical application of their subject in the computer laboratories.
- 3.The teachers and students are encouraged to participate in various workshops and seminars conducted by other colleges to widen their thinking, creativity and adopt a new approach to their stream of study.
- 4.Students of the Departments of Commerce and History are taken to industrial sites and archaeological sites for visits respectively to give them practical experience regarding their subject. Students of the Department of Chemistry are taken to various industries like sugar factory, cement factory and perfume manufacturing unit. Explanations and demonstrations are given on various chemical processes involved in these industries.
- 5.Apart from conventional blackboard teaching method, various innovative teaching aids are also used by the teachers to capture the interest and attention of the students.
- 6.The Department of Chemistry is equipped with various teaching aids such as solid state models, atomic and molecular models, visual charts etc.,
- 7.The Department of Mathematics gives the students free access to "Math Lab" software which enables transformation of Mathematical functions and formulae into animation. This enhances the

students' perception of Mathematical concepts. Spreadsheets are also used to provide graphic solution to Mathematical problems for easy comprehension of the students.

8. The Department of History uses various maps, charts and pictures to help students understand the subjects better.
9. The Department of Commerce updates the students with information relating to the daily stock indices of NSE and BSE. Group discussions, mind mapping and brainstorming sessions are held in class to encourage all the students to let go of their inhibitions and participate confidently in interviews, seminars etc.
10. The students are encouraged to frame questions and discuss on various debatable issues which in turn enables them to think out of the box.

These methods kindle the interests of the students and elicit positive response from them in their academic performance.

Our librarian organises newspaper reading sessions and power point presentations to keep the students updated on current affairs which gives them an edge in competitive exams. Library is equipped with internet enabled computer systems. The librarian coaches students and guides them to use the available web resources effectively. Our Library has subscribed to NLIST- INFLIBNET (6,000 e-journals and 31,35,000 e-books) and is a Club partner of NDLI (2,78,14,879 items). This is an excellent platform for the students to equip themselves with abundant knowledge and information from diverse fields of study.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 31.13

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
37	28	30	21	21

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document
Any additional information	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 7.05

2.4.3.1 Total experience of full-time teachers

Response: 677

File Description	Document
Any additional information	View Document

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 9.17

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	0	3	2	0

File Description	Document
Institutional data in prescribed format	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

Various measures are adopted to assess the achievements of students. Continuous assessment and evaluation helps to improve the quality and ensure effectiveness of the learning process of the students.

- The college is affiliated to Madurai Kamaraj University and adheres to the guidelines prescribed by the University.
- As per the norms of the university, 25 marks are allotted for the internal exams and 75 marks for the University exams.
- The students are well informed of the internal and external assessment system at the beginning of every academic year through an orientation program.
- The internal assessment of students is done through tests, quizzes, seminars and assignments.
- The evaluation process includes both conventional and innovative methods. The conventional methods include conducting two pre-declared written tests and the innovative methods include group discussions, debates, presentations and assignments.
- Assignments are given to the students to enhance their comprehensive and cohesive communication skills.
- The college conducts internal assessment tests twice in a semester and the average marks of both the tests are consolidated as the final mark.
- The examination committee constituted by the Principal prepares the schedule for the written examination and allotment of halls for invigilation by the teachers.
- Students are encouraged to participate in curricular and extra-curricular activities like literary competitions, cultural events and sports events. The winners are awarded with prizes, shields and certificates. The students are encouraged to be creative which in turn boosts their self-confidence.
- The students are advised to use the internet and visit the library to gather information beyond the prescribed text books. The final year B.Sc (CS), B.Com(CA) and M.A (English) students are given the opportunity to take up projects and the quality of their projects is assessed by the external examiners.
- The written examinations, assignments, class room presentations and seminars enhance the communication and interpersonal skills of the students. The college has been marching steadily towards the vision and mission of the institution in achieving the pre-requisites expected of a graduate and moulding them into good citizens.

File Description	Document
Link for Additional Information	View Document

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety**Response:**

Internal assessment for all the courses is conducted strictly as per the norms of the University.

- The College follows the process of evaluation by which individual departments assess the teaching learning process, marks obtained in internal tests, model examination and practical examinations.
- The College conducts Internal Assessment Tests twice in a semester.
- Tests are conducted systematically which includes question papers prepared as per the university pattern, time table, seating arrangements of the students according to their roll numbers, valuation and distribution of papers.
- The Examination Committee which functions under the guidance of the Principal organizes all the activities.
- The students are asked to write the tests in the booklets provided by the College to ensure transparency.
- The evaluated answer scripts are given to the students to check whether they are fairly evaluated.
- The relevant subject teachers counsel the weak students to improve their performance in the forthcoming exams. The progress and shortcomings of the students are discussed with the parents in the Parent- Teacher Association meeting. Assignments and Seminars are taken up by the students on the relevant topic allotted to them in groups or as individuals.
- Activities such as model making, chart making etc., improve their co-ordination and team spirit. Surprise quizzes are also conducted to keep the students updated in the relevant topics.
- For internal evaluation of practical courses, observation books, records, laboratory involvement and performance in model practical examinations are taken into account.
- The final internal mark statements are verified and signed by the students before sending them to the University. Students can approach the respective subject teachers in case of any discrepancy in their marks. Their requests are addressed immediately.

Newly appointed teachers are appraised of the evaluation process. Their teaching strategies are assessed and evaluated through feedback obtained from the students. The IQAC analyzes the feedback of the students and submits suggestions to the Principal and faculty members for their perusal and rectification. Marks are awarded to the students participating in NSS, NCC, YRC, RRC, Sports activities etc., by their respective coordinators on the basis of behavioral aspects of the students.

File Description	Document
Link for Additional Information	View Document

2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient**Response:**

The college has an effective, efficient, transparent and time bound mechanism to deal with examination related grievances.

- The students are provided with the evaluated answer-scripts at the end of each internal test by the relevant faculty member.
- The scheme of evaluation is explained by the faculty member when the papers are distributed which enables the students to clarify doubts regarding valuation.
- The examiner carries out the correction and the corrected marks are officially entered against the role number of the concerned student.

The college organizes a Parent-Teacher meeting for the first year students after the evaluation of First Internal Test. This enables the parents to express their grievances about their wards. If such a grievance is purely academic and examination related, the teachers carry out remedial measures to provide the students a clear understanding of the concerned subject. The entire system is transparent and time-bound.

In case of external examination (University examination), the students are legally eligible under the University rules to apply for revaluation of their answer scripts in any discrepancies. The decisions taken by the Controller of Examination are final and binding.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

The college is affiliated to Madurai Kamaraj University and hence the external examinations schedule is prescribed by the University.

- The college provides an academic calendar that specifies the date of re-opening of the college for each semester, date of internal tests and the last working day of each semester along with Government holidays. Based on the Academic calendar prepared by the Principal and the Heads of Departments, internal examinations are scheduled. In every semester, two Internal tests are conducted of which the first internal test and the second internal test are scheduled approximately around the 35th working day and 70th working day respectively.
- The faculty members are asked to submit their respective question papers to the Controller of Examination of our College one week prior to the commencement of Internal Exams. The same schedule is followed for seminar and assignment evaluation.
- Evaluation of the answer scripts is done by the concerned faculty within seven working days of the completion of a particular test. In case of any unusual and unscheduled break in the working days such as national bandh or death of VIP, the staff committee meets to decide the compensatory working days as well as dates of internal exams.
- The academic calendar as well as Internal examination timetable are given to the students to ensure that they strictly adhere to the schedule.

File Description	Document
Link for Additional Information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

The institution being affiliated to Madurai Kamaraj University adheres to the syllabus prescribed by the University. The first year undergraduate and postgraduate students of each department are appraised of the syllabus by the faculty at the time of orientation programme.

HISTORY

The Department of History inculcates knowledge among the students particularly about social, political and cultural aspects of history of Tamil Nadu, India, China, Europe and United States of America. This in turn makes them realise the uniqueness and antiquity of their own social, cultural and political history and creates awareness of the heritage and past glory of India.

CHEMISTRY

Students of Chemistry acquire a firm foundation in the fundamentals of scientific knowledge and applications of Chemistry in various fields. They also gain the analytical skills as a result of hands on scientific experiments. The programme also equips them with the skills required for employment and higher studies.

MATHEMATICS AND MATHEMATICS WITH COMPUTER APPLICATIONS

Students acquire and develop analytical and computer skills which give them an added advantage in employment opportunities requiring problem solving abilities. On completion of the degree students can effectively apply different strategies of thinking with insight in all aspects of their lives and pursue research.

PHYSICS

Department of Physics imparts scientific skills to the students. Students gain knowledge on all scientific aspects of the Universe from smallest atoms to the largest galaxies and are enriched in recent trends in Physics which help them contribute to sustainable energy solutions.

COMMERCE AND COMMERCE WITH COMPUTER APPLICATIONS

The students gain proficiency in concepts related to Commerce, Information Technology and computer applications. They apply subject knowledge to business challenges and hone their accounting and entrepreneurial skills. The programme helps the postgraduate students to acquire research skills. They are also well trained to appear for competitive exams such as banking, insurance and professional exams such as CA, CS, CMA, etc.

TAMIL AND ENGLISH

The Departments of Tamil and English enhance and hone the intellectual, personal and professional abilities through effective communication skills. They can easily comprehend and interpret literature – both

ancient and modern. Students are well acquainted with one's own culture and tradition. They gain adequate knowledge and skills to take up teaching as a profession.

COMPUTER SCIENCE

Department of Computer Science effectively ingrains in the students the ability to understand, evaluate, develop and implement computer based processes and programs to meet the requirements of various fields. They also acquire knowledge to design and construct software programs. Thus the students are moulded into skilled professionals ready for immediate employment in Computer Science and other related fields.

BUSINESS ADMINISTRATION

Department of Business Administration instils in the students the knowledge, skills and competence required to meet the challenges of the complex and diverse business environment. The managerial and entrepreneurial skills are refined to meet the high standards of current corporate structure. Their decision making skills are nurtured and developed to help them solve complex organisational problems. All these qualities fine-tune the students' employment capabilities.

File Description	Document
Link for Additional Information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The college employs time tested methods of evaluating the attainment of program outcomes, program specific outcomes and course outcomes.

The marks secured by the students in the internal tests, assignments, seminars, practical tests in the laboratories and University semester exams are foolproof evidence and substantiation of the attainment of the program and course outcomes.

Students take a keen interest in attending subject related seminars and aptitude based competitions in other colleges and bring back laurels. This helps the college evaluate the knowledge acquired by the students in their respective subjects, giving us positive indication of the attainment of the course outcome.

The results of the students who passed out of the college in the previous years and their placements in various jobs clearly validate the program and course outcomes.

The positive outcome of the programmes is evident from the increase in the number of students appearing for competitive exams such as UPSC, TNPSC, RRB, IBPS, etc and professional exams such as CS, CA, CMA, etc., every year.

Students also participate in various extracurricular activities and actively involve themselves in NSS,

NCC and other clubs such as Nature club, Rotaract, Red Ribbon club, Consumer club, etc. The accolades they win in inter collegiate, state level and national level events and competitions indicate the positive outcome and overall development of the students.

Year	Number of students appeared in competitive Examinations	Number of students placed	Number of students progressing into higher education	Number of students participated in various extension activities
2013-2014	180	44	35	555
2014-2015	180	41	66	762
2015-2016	747	70	132	1240
2016-2017	1341	95	160	1950
2017-2018	1216	91	104	2014

Questionnaires and feedback forms given to the students and parents guide the institution to assess the effectiveness of the teaching- learning methods adopted by the teachers. This effectively documents the attainment of program outcomes, program specific outcomes and course outcomes from the students' and parents' point of view. Based on their feedback, remedial steps are taken, if necessary, to adopt new methods of teaching-learning to improve the outcomes in the following years.

File Description	Document
Link for Additional Information	View Document

2.6.3 Average pass percentage of Students

Response: 81.41

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 635

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 780

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

NAAC