

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

The Institution pursues academic excellence by providing a learning environment and promotes human excellence through courses and activities that help students achieve their personal integrity. It provides diversified academic programmes. It happens to be the foremost center of higher education catering to the needs of all rural deprived community especially to the socio-economically weaker students hailing from rural and semi-rural areas.

Vision

To provide Quality Higher education to rural students and nurture in them the values of Discipline, Devotion, Dedication and transform them into responsible citizens. The college is a site where a confluence of ideas and practices furthers national progress and growth.

"Learn, Grasp and Prosper" is the motto and crucial inputs into the formation of policies in the college, and in accomplishing its vision.

Mission

- To contribute 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.

The mission statement emphasizes on making the students self-confident, self-dependent, and self-reliant. It also highlights the dignity of hard work and perseverance. The college provides financial support to economically weaker students through Students Aid Fund. It also serves as hub to uplift the socio-economic status of the rural students of this region.

Nature of Governance

The Management of the college is empowered with the College Governing Council and its Secretary governs the same. The Secretary and the Principal monitor the routine administrative academic affairs of the college. The management, besides Grants, also invests in sustainable facilities and modern technology for promoting a quality education. The management sets the vision through the College Committee Meetings, Governing Council Body Meetings, Internal Quality Assurance Cell Meetings and the Academic Staff Council Meetings.

Perspective Plans

The institution is equally interested in offering diverse programs through societal, research and empirical learning in stimulating academic activities. It also aims to develop an explicit relation with the Alumni of this institution for mutual development.

Participation of Teachers in the decision making bodies

The College Governing Council is keen to recruit, enhance and retain qualified and meritorious faculty with good academic credentials. It confidently believes the decentralized governance model and teachers' participation in decision making serve as the root to reap the fruit of productive learning environment.

The Principal of the institution shares the vision and mission and the decisions taken by the College Governing Council in regular meetings with all the Heads of the Departments through Academic Staff Council Meetings. The Principal ensures academic plannings like requirement of faculty members, analysis and utilization of classes, feedback of academic system and result analysis. He also motivates and promotes Research and other activities through the Heads of the Departments. Then the Head of the respective Departments along with their members of faculty prepare time table and allocate the work load. This gives faculty an enormous sense of belonging and brings out the best in them.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.1.2 The institution practices decentralization and participative management

Response:

The Institution encourages a culture of participative management by involving staff members in a number of administrative roles. The college activities are managed by the committee constituted for academic and extension activities. Major committees comprise of teaching, non-teaching staffs and students as well. The college has created a decentralized structure for decision making where the committees interface their decisions with the staff council and the college committee.

The College Governing Council consists of seven members from parent body, Principal as ex-officio member and a representative from Madurai Kamaraj University. It serves as the apex body in managing day to day affairs of the college. The Academic Staff Council consists of the Principal, the Coordinator of the self finance courses, the Heads of the departments and the Coordinators of the extension activities, discusses and develops institutional plans for academic growth and created various committees for academic and non-academic activities. Various committees are constituted by the Staff Council for managing various functions of the college like preparation of college time table, allocation of co-curricular works, organizing admission, looking after the welfare of the students, preparing working guidelines for effective functioning of the college. The Academic Staff Council suggests improvements in the design and implementation of the plans. All the committees do get their decisions ratified from the council and the decision of the Academic Staff Council remains final.

The various committees and their responsibilities are :

Committees	Responsibilities
Management Board – College Governing Council	Policy Decision making Body.
Internal Quality Assurance Cell	Enhancing quality in academic and administrative affairs
Academic Staff Council	Planning day to day administration, consultations/suggestions for quality sustenance
Examination Committee	Planning and execution of examination and internal assessment tests
Students' Grievance Redressed Cell	Redresses the grievances of the students
Disciplinary Committee	Enforcing the students to follow the code of conduct initiated by the institution
Anti-Ragging Committee	To create awareness on Anti-Ragging and maintain the campus Ragging Free zone
Admission Committee	Admit students based on the University and Tamil nadu State Government / Linguistic minority rules.
Hostel Committee	Maintains hostel welfare
Library Committee	Takes decisions on updating and managing the library.
Staff Club	Discussing both Academic and non-academic matters.
Women's Development Cell	Providing facilities for Women students and staff.
SC/ST Cell	To intimate and help the SC/ST students to get the benefits and schemes announced by the Government
Internal Complaint Committee	The cell takes consistent action by preventing sexual harassment and gender discrimination of women staff and girl students in the institution.
Students' Counseling Cell	To counsel the students who deviate from their normal behavior.
Extension Activities	Motivate and train the volunteers to involve in all social activities.
Nature Club	To maintain the campus environment Green and Clean.To assist the forest department for getting survey of wild animals
Minority Cell	The cell provides services to the educational needs of the Linguistic and Religious Minority community for their academic development.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

The college has continuously striven to provide quality and inclusive education with the help of its stakeholders. This has often required strategic planning in different spheres of the college activities. The planning policies are rooted firmly on the fundamental concepts of liberal thinking, environmental concern, social responsibility and democratic functioning. From infrastructural planning to academic delivery the college is in the constant process of evolving new and effective strategies to meet the challenges of classrooms, laboratories, academic infrastructure and library needs.

Perspective/Strategic plan and Deployment

The college has perspective plans for its development. They are the results of the constant deliberations of the IQAC and the College Governing Council where the suggestions and requirements of various Departments are analyzed and fulfilled.

Teaching and Learning Development

The college plans to transform the atmosphere of teaching from a teaching center into a learning center where research becomes the focal point to emerge quality learning. It also looks in creating a leader through providing quality and inclusive educating focusing on developing the latest and most relevant courses with appropriate use of technology. The college is facilitating ICT enable teaching, systematic internal evaluation process and continuous monitoring of the students' performance. This practice ensures accountability.

Curriculum Development

Curriculum development is carried out by Board of Studies and the Academic Council by the University. Some of the senior teachers of this institution being its members offer their suggestions in their respective Board meetings and interact with the members of the various bodies of the University. In designing the curriculum they incorporate issues of contemporary relevance in tune with the model curriculum supplied by the UGC. The entire teaching faculty contributes substantially to the periodic revision and update of the curriculum which are ratified by the University.

Research and Development

The college encourages research among the teachers to enhance their research activities. Two PG departments already got Research Centre status and few more departments plan to become research centers with the aim to increase the quantum of research. Ten faculties of the institution are recognized as research supervisors under Madurai Kamaraj University and they have been supervising Ph.D and M.Phil scholars. The management encourages faculties to take up projects and collaborative assignments and provides all the necessary support for the research and development.

Community Engagement

The College is keen on designing programmes to ensure the involvement of the students and teachers to enhance the extension activities and community development. It aims to produce knowledge, skill and attitudes necessary for developing social concern and adopted six villages for community development.

Human Resource Management

The College provides continuous training to its staff to become competent teachers with necessary soft skills to mentor students effectively. The college conducts training programmes in new areas of knowledge and encourages faculty members to attend seminars, conferences, workshops and orientation programmes through IQAC.

Industry Interaction

Industry interaction, industrial visits and consultation services are provided by the respective departments and the college encourages students to take up projects with industries.

File Description	Document
Any additional information	View Document
Strategic Plan and deployment documents on the website	View Document
Link for Additional Information	View Document

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

Governing Body:

The college is governed by the Secretary of the College Governing Council, President, Seven members from the parent body, Principal and a University Representative. They take the responsibility of monitoring the implementation of activities in the institutional strategic plan.

Administrative setup:

The Principal, who is the executive head, manages day to day working of the college with the assistance of a number of officials. , the management, the Head of the Institution, the Heads of the Departments, teaching, non-teaching staffs, students and stake holders work as a team to reinforce the culture of excellence and achieve a few vital goals within a short span of time.

Functions of various bodies, service rules and procedures:

The IQAC is the central body which assists the College on all matters pertaining to quality on college campus. Each department is headed by the Head of the departments who is assisted by the faculty members of the respective departments. The Research Committee discusses the research expectations of the Institutions, suggests different possibilities, evaluates research worthy projects for funding, and organizes periodic research programs. Besides this set of College officials, there are several other statutory bodies

which look into other specific areas of administration. The college has an Examination Committee to discuss issues related to evaluation and suggest changes whenever necessary. It has Anti-Ragging Committee, Equal Opportunity Cell, Anti Sexual Harassment Cell, and Gender Sensitization Cell. Based on the experience and the expertise of the faculty members, teams have been formed. They are functioning effectively and act spontaneously for grooming the members of their teams.

Recruitment:

Recruitment of teaching, non-teaching and office administration staff is planned at the end of every academic year as per the requirements of the next academic year.

Promotional Policies:

Staff appraisal system is in existence in tune with the promotional policies.

Students' Grievance Redressal Mechanism:

Students' Grievance Redressal Mechanism is part and parcel of the Institution. The Academic Matters are pertaining to absences, re-admission and cancellation of admission. Discipline Matters pertaining to the violation of the student conduct such as Teasing/Abusing fellow mates, damages to the property of the institution, Violation of Library and lab rules, etc. Attendance related issues pertaining to student attendance such as cases relating to shortage of attendance due to ill-health, accidents, unforeseen emergencies etc. Hostel and Mess related issues pertaining to allocation of rooms, cleanliness and hygiene, mess facilities etc.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2.3 Implementation of e-governance in areas of operation

- 1.Planning and Development**
- 2.Administration**
- 3.Finance and Accounts**
- 4.Student Admission and Support**
- 5.Examination**

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above**Response:** A. All 5 of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP Document	View Document
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions**Response:**

The Institution has various bodies/cells/committees. It works with full devotion for the welfare of the students' community. The committees, constituted by the principal, have convened periodical meetings concerned with their activities and proper implementation of the programs to be conducted under the supervision of the committees. Various committees such as Examination Committee, Discipline Committee, Students' Counseling Committee, **Women's Development Cell**, Students' Grievance Cell and Placement Cell, have actively implemented in the resolutions and passed in their respective meetings.

Women's Development Cell

The objective of the **Women's Development Cell** is to create awareness and inculcate a sense of value in the younger generation to differentiate the right from the wrong, to take care of the problems and matters related to the Women Staff and Students and to make arrangements for the infrastructure needed for Women in the Campus. It is a special Cell which inculcates the self-reliance, boldness, and Confidence to the girl Students. "Women empowerment" is the motto of the cell. The cell organizes various encouraging activities, Counseling sessions, awareness campaign to develop their confidence and prepare them to meet the challenges ahead. For the benefit of Women Student to know about the campus culture, WDC conducts orientation programme regularly for the first year Students. Awareness programme about environment and health are also conducted. Pongal celebrations are also conducted with grand manner to practice and follow the tradition and culture. International women's day is celebrated for their empowerment. Cultural events and competition are conducted every year to motivate their talents.

Minutes of Meeting on 10.012017 Agenda: Allocation of Bus Duties, A Detailed bus duties for female faculties for all day of the week is schedule to take care of the girls discipline while boarding the bus.

Minutes of Meeting on 12.09.2017 Agenda: Girl Students' Dress code and need of Meditation classes for the both teaching and non-teaching staff. A Pattern of New coat design is shown to principal and to Management for their consent. On **18.09.2017 Women Development Cell** organised 3 Hours Introduction to Meditation in association with Sri Ramachandra Mission for All Women Staff.

Minutes of Meeting on 05.09.2018, Women Development Cell organised **International Conference on "Why Safeguarding the Girl child and empowering women is crucial to India"** by Prof. David Sweeney, Founder of AAOI delivered a special speech on this occasion.

Minutes of Meeting on 13.12.2018, WDC in collaboration with Digital Sakthi organised a One day Seminar Programme on "Digital Literacy and Online Safety" for all UG and PG girl students.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

The institution takes appropriate measures to give its employees a sense of belonging and helps them in achieving their professional, personal and organisational goal. It provides opportunities to all employees to associate with state and national professional bodies. It encourages both teaching and non-teaching staff to participate in seminars, conferences and faculty development programmes for their continuous academic development. The college also organizes various training programmes through IQAC for the faculties to upgrade their knowledge, teaching skills and methodology. Besides, teachers are motivated to pursue research activities and are given various incentives.

- Orientation programmes for newly appointed faculties are conducted.
- Medical Leave for Self-Financing staffs is an added advantage to the institution through which the needy staffs reap the benefits.
- The institution supports faculty engaged in research or pursuing higher studies by providing incentives.
- Accommodation for bachelor staff is provided at free of cost in the college hostel.
- Advance salary is provided in case of emergency need by applicant faculty.
- Periodical general medical check-up camps for staff members are conducted.
- The Multi-gym is open to the staff members as a free fitness centre.
- Employee Provident Fund (EPF) is applicable to the self financing staff from their date of joining the institution.
- Group insurance scheme for the welfare of the faculty with Star Health Insurance and the premium are duly paid.
- ICT Programs for both teaching and non-teaching staffs are organized.
- Yoga training programmes are conducted to all teaching and non-teaching staffs to maintain their health and fresh their minds.
- Free eye check up camps are organized for teaching, non-teaching staffs and students.
- Instruction on e-resources and open-access to all staff members is followed.
- Knowledge of digital library usage is imparted for both teaching and non-teaching staffs.

- Institution helps the teaching and non-teaching staffs to receive the welfare schemes of the government.
- Women faculty can avail the college bus facility.

File Description	Document
Any additional information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 24.65

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
21	31	13	37	6

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	View Document
Any additional information	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 2

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	3	2	2	1

File Description	Document
Reports of Academic Staff College or similar centers	View Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document
Any additional information	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 9.6

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
18	17	4	3	2

File Description	Document
IQAC report summary	View Document
Details of teachers attending professional development programs during the last five years	View Document
Any additional information	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The institution has a comprehensive Appraisal System for teaching and non-teaching staff. It is carried out at the end of every semester for teachers. There are two stages in the evaluation process of teaching staff. The first one is self-rating by the teacher himself through a well-structured self-appraisal form which has various parameters related to contribution in academics, qualification up gradation, research, etc... The second stage is the students' rating about the academic performance of the teachers. The performance of the non-teaching staff is also collected at the end of every academic year through feedback from the students. The feedback about both teaching and non-teaching staff given by the students are analysed by the IQAC and this analysis provides an insight to the management regarding the teaching learning process adopted in the campus. On the basis of the feedback, necessary initiatives are taken by the Principal and the management for the quality enhancement of the faculties.

Feedback Evaluation

A well structured feedback form is prepared to collect the opinion of the students about teaching, non-teaching and infrastructure of the campus. The form contains the details about the preparedness of the teacher for the class, innovative methods of teaching, punctuality of the teacher to the class room, effective delivery of the lecture, body language of the teacher, approach of the teachers and facilities in the campus. This feedback is collected from the students at the end of every semester. At the end of every academic year feedback is collected from the students to evaluate the approach of non-teaching staff and the infrastructure of the institution. The received forms are evaluated by senior faculty members and the Principal. On the basis of the feedback, necessary initiatives are taken by the Principal and the Management for the quality enhancement of the institution.

Staff Self-Appraisal

Members of teaching faculty at this institution are given opportunity to carry out self-assessment. A well-structured self appraisal form is to be filled and submitted by each faculty at the end of every academic year. Publications of Books and Research by the faculty members play a key role in the Staff Self-Appraisal. The Heads of the respective Departments evaluate these self-appraisal forms and submit the same to the Principal with suitable recommendations. These recommendations are in turn evaluated by the Principal and the Secretary. Necessary initiatives are taken for the quality enhancement of the faculty members in case of need.

File Description	Document
Any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Internal Audit is performed by officials deputed from Trust office periodically and the reports are obtained before conduct of the external audit which is normally done after the closure of the accounts in all respects. External Audit is done by the Statutory Auditors after 30th June of the subsequent year. During the course of Internal Audit, all required steps are taken to regularize the accounts and to obtain confirmations for the credit balances, to collect documentary evidences wherever inadequate in respect of payments, compliances of T.D.S. and Statutory Formalities and Reconciliation of Unit wise balances with the Control Accounts and Bank Reconciliations. The copy of the Internal audit report covering all matters related to maintenance of accounts is preserved. Subsequently, External Statutory Audit is conducted by the auditors and the final audit report with audit findings are submitted to the Management. The consolidation of the findings of the Institutions with Trust Central office has been completed and the annual returns have been submitted to Income tax Authorities, Registrar of Societies, and Tamilnadu and to the other relevant authorities concerned.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)**Response:** 12.1

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
1.1	2	0	6	3

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document
Any additional information	View Document
Annual statements of accounts	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources**Response:**

The resources are useful for any Institution to develop and promote the academic ambience in the campus. The College gets the financial assistance from the Government in the form of salary grants for aided courses only. Besides, the College also gets the UGC grants under various schemes. The salary grants is spent on the staff members as per the norms of the Government and every year the assessment has been done by the Director and the Joint Director of Higher Education Office. Apart from the salary grants the Institution also gets the non-salary grants at a stipulated rate given by the Government. This grant is utilized according to the ceiling mentioned each and every item and the assessment is also carried out by the Government. The UGC provides the Undergraduate Development Assistance wherein capital assets and general assets are prescribed. As per the proposal submitted to the University Grants Commission, the grants being sanctioned and are utilized as per the allocation. The audited statements of Income and Expenditure are prepared by the auditors which is necessary as per the guidelines of the UGC in the form of Utilization Certificate. The grants which are received for the purpose is utilized for the same. In the XI Plan, the Institution received the grants for books, equipments, development of sports infrastructure, purchase of sports equipments and for the construction of classrooms and construction of women hostel. Likewise in XII plan, we have an allocation of grants on the basis of XI plan grants for the Undergraduate Development Assistance. At the same time, the UGC has also allocated some grants towards the merged scheme.

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

Internal Quality Assurance Cell of our institution was established on 23.06.2006. Ever since, the IQAC has been serving as the yardstick and nodal hub to enhance the quality of curricular, research, extracurricular and administrative aspects of our college. It plays a vital role in documenting and assessing the progress of our institution with pre-defined benchmarks. It, thus paves the path for the development of the faculty, students as well as the society by providing better higher education, moulding students into responsible citizens and offering copious social services to this rural region. It promotes various extension activities such as Clean India Mission (Swachh Bharat) in rural and urban sectors, Blood Donation Camps, AIDS awareness programmes, campaigning on Women Education, addressing gender issues etc., through various extension activities.

Two practices that are institutionalized as a result of IQAC initiatives:

I) Enhancing Research Activities in the Institution

IQAC mainly focusses on quality improvement of the teaching faculty in terms of research. It encourages the faculties to publish research papers in peer-reviewed journals and present research papers in national / international conferences. Based on the NAAC peer-team suggestions, periodic meetings were conducted to promote the quality of the research publications. Despite this, junior faculty members are motivated to pursue Ph.D. Moreover, faculty members are encouraged to submit both Major and Minor Research projects under UGC, ICSSR, ICHR, CSIR, TNSCST etc.

With these initiatives, the following are the research accomplishments during the last five years.

- **Overall indices in Scopus, Google Scholar, Research Gate etc.,** have increased to about 170.
- **Two Major Research Projects** were granted by UGC for the Research Department of History.
- **Seven Minor Research Projects** were granted by UGC-SERO, Hyderabad.
- **Research fund received was 23.78 lakhs.**
- **Department of Commerce was upgraded to Research Department.**
- **19 scholars** were awarded Ph.D from our institution.
- **10 faculties** were recognized as Research Supervisors from Madurai Kamaraj University.
- **About 36 publications** were indexed in UGC recognized journals.

II) Gender Sensitization Programmes

The objective of this programme is to develop a positive attitude towards the opposite sex. Gender Sensitization Programmes are conducted regularly by the Chief Nodal Officer, Gender Sensitization Cell, Ms. Vasudeva Raja Latha. This cell aims to create awareness among both genders on sexual harassment and laws relating to it - Vishakha and Nirbhaya Laws, Helplines, Anti-ragging, the Laws that protect women, Policy of Zero tolerance towards Gender violence, etc. Certificate Courses on Gender related topics are also conducted by the Cell. Students, who volunteer to be Gender Champions, meet every fortnight to discuss the problems faced by boys and girls, solutions to them, Sex Education, Gender Discrimination in the Society etc. These gender champions are Ambassadors who spread the message to other students in their respective classes. The interactive sessions are generally beneficial in helping the

students to respect the opposite gender both at home, college and in the society. More than 30 Programmes and Competitions such as quiz, drawing, essay writing, elocution, debate & skit based on Gender Sensitization were conducted through this Cell.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

Academic programs of our college are monitored by the IQAC as mandated by the UGC. IQAC and Academic staff council having representations from the senior faculty of all the departments coordinate and evaluate the outcomes of all programmes. Since our institution is affiliated to the Madurai Kamaraj University, our curriculum structure is defined by the norms of the Madurai Kamaraj University, Madurai. However, periodic representation from the institution is given from time to time in areas like syllabus pattern, question paper corrections (if any) and valuation of the answer scripts. Some of our faculty members are also representing Board of Studies at Madurai Kamaraj University, Madurai in Undergraduate and Postgraduate boards. Suggestions were also given by our faculty members to impart career oriented curriculum.

IQAC effectively intervenes in the teaching-learning process through various measures such as in the preparation of teaching materials, submission of semester-wise reports from each department, result analysis, feedback collection from students and alumni about teaching-learning, syllabus content, infrastructure facilities etc. Question paper setting for Internal Assessment Test is based on University Questions, which enables the students to face the University examinations confidently.

Every semester, Internal Assessment Scores of each student, based on internal tests, assignments, seminars, peer-team teaching, quiz, field visits etc., as per University framework is recorded by the Examination Cell. Moreover, after the completion of Internal Assessment Test, performance of each student in Internal Assessment Test is analysed in departmental meeting, organised by the Head of the Department. Based on the internal examination performance, slow learners are identified. They are given extra care in terms of special coaching. Similarly, end Semester University Examination results are analysed for each department by the Academic Staff Council and the same is submitted to the Principal. Based on this also, the slow learners are identified by both programme-wise as well as course-wise. Remedial coaching classes are arranged for these students.

IQAC insists to conduct Career-oriented Certificate and Diploma courses as well as value added courses by each Department. University affiliated certificate and diploma courses are also conducted regularly.

IQAC encourages the use of ICT enabled teaching such as Projectors, Powerpoint presentation, utilization of online modules, Google Classroom and other e-resources. As a part of academic plan, students are

taking seminars and peer-team teaching. This will enhance the subject knowledge as well as the soft skills of the students. **It must be emphasized that 41 students secured University rank in the previous 5 years.** Industrial and Field trips are also arranged regularly by each department for the benefit of students as a part of Curriculum, to get hands-on training.

It must be emphasized that our institution believes, besides subject acquaintance, each student should possess inherent soft skills, communicative and sociability skills to face the real world challenges after the graduation. **To shape the future of the students, besides the academic teaching, soft skill development, societal behaviour, sociability, work culture, communicative skills etc. are also instilled by our faculty in classrooms.** This nurtures and moulds them to better citizens of India. In addition to this, social, economic and gender based issues of each student is addressed by the faculty.

Placement and Higher Education

In our institution, prime importance is given to the Students' Placement. Placement Cell functioning actively under Mr. R. Vishnu Shankar, Placement Officer, offers guidance to students regarding Career opportunities, Personality Development, Soft Skills and facing interview with confidence, through eminent entrepreneurs, industrialists and proprietors. IQAC in association with Placement cell encourages organising both On-campus as well as Off-campus interviews for eligible students through Placement cell. In addition to this, special coaching classes for competitive examinations such as TNPSC, SSC, UPSC, etc. are also conducted.

By the direction of the IQAC, our college library procured books and journals for the benefit of students to prepare for such entrance examinations. Our library has a separate section for Career Guidance with a wide variety of books to prepare for various competitive examinations, which includes those on Aptitude, Reasoning, Group Discussions and Interviews. In the last five years, about 337 students were placed through our College Placement Cell. By the initiatives of Placement Cell of our institution, ***in the academic year 2018–19, about 400 students were placed through on and off campus interviews.*** Despite these, career oriented certificate courses, offered by individual departments and personal guidelines by faculty, also aid to enhance the placement of students. ***Students are placed in reputed industries such as The Ramco Cements (Madras Cements), Vedanta (Sterlite) Ltd., TVS fasteners, Muthoot Finance, Orchid Pharmaceuticals, Ramaraju Surgicals, Dhuruva Finance, SriRam Meditex etc.***

IQAC insists every faculty to motivate students to pursue higher studies and highlighting its significance. Nearly 21% of UG students are joining PG or B.Ed. courses. Coaching classes and necessary guidance are given to meet entrance examinations such as UGC–JRF, JAM and University PG admissions. UGC - NET / SET coaching are also conducted regularly. In the academic year 2016–17, about 152 UG students are admitted to PG courses. After completing PG, few students prefer to pursue research. Some of the students from Science stream are doing PhD and Post-Doctoral research in top national and international Universities. Efforts are being taken to introduce more PG courses.

Since majority of the students are from rural background, first generation graduates, efforts are taken by each faculty to acquire both subjective and communicative skills. To understand the subject in-depth, each faculty member provides notes materials, suitable reference books and other learning resources. This enhances not only the University results but also the placements. Students are also securing the University ranks. It must be pointed out that, substantial number of students are also preferring to join army and police services.

In addition to this, IQAC insists to promote the research activities. In the last five years, number of faculty with PhD has increased significantly and four more faculty recognized as Research Supervisors. Efforts are also taken to upgrade Physics, Mathematics and Chemistry Departments as Research centres. This will enhance the number of students to opt research programmes.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 30.4

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
39	33	30	28	22

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
Any additional information	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
- 2.Academic Administrative Audit (AAA) and initiation of follow up action
- 3.Participation in NIRF
- 4.ISO Certification
- 5.NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above**Response:** C. Any 2 of the above

File Description	Document
e-copies of the accreditations and certifications	View Document
Details of Quality assurance initiatives of the institution	View Document
Any additional information	View Document
Annual reports of institution	View Document

6.5.5 Incremental improvements made during the preceding five years (in case of first cycle) Post accreditation quality initiatives (second and subsequent cycles)**Response:**

Internal Quality Assurance Cell of our institution was established on 23rd June 2006. It plays a key role for documenting and assessing the progress of the institution with the pre-defined benchmarks of NAAC. It aids for the development of the faculty, students and the society by providing better higher education, shaping students into responsible citizens, flourishing the socio-economic status of the rural students and nurturing the social relations through various social services to this rural region. It enhances the quality of education by offering better teaching and learning environment to the rural students of this region. Based on the suggestions from the NAAC Peer team (2013, Second Cycle), IQAC has undertaken important initiatives to promote research and curricular standards of our institution. It plays a vital role to enhance the qualities of academic as well as administrative standards of our institution.

Some of the important achievements and initiatives in the last five academic years are:

- Commencement of new programmes and Additional Sections: MA (English), M.Sc. (Maths), B.A. (Tamil), B.Sc. (Maths with Computer Applications) and B. Com. Additional sections.
- Priority to the rural girls in the admission – in the last five years, strength of the girl students has increased significantly. Total number of girl students is increased from 654 in 2013-14 to 1145 in 2018-19.
- Based on the suggestion from NAAC peer team to enhance the facilities of sports activities, special focus is given for the same.
- Construction of Indoor stadium to widen the indoor sports activities was completed.
- Standard Swimming pool (25 meters x 21 metres) was constructed.
- Construction and installation of 12 station and 6 station Multi-Gym were completed.
- 400 meters track was improved to strengthen the outdoor sports activities.
- Substantial number students were participated and secured places in National / State / District level and University level tournaments.
- Our institution is regularly organising various sports meets and tournaments in Zone and Inter-Zone levels.

- Based on the suggestion from NAAC peer-team, efforts were taken to enhance the admission of more number of students in PG courses.
- Nearly 21% of UG students are joining PG or B.Ed. courses.
- In the academic year 2016–17, about 152 UG students are admitted to PG courses.
- Efforts are being taken to introduce more PG courses and Research Centres.
- Based on the suggestion from NAAC peer team, more focus is given for research activities.
- There is a phenomenal growth in research activities during the last five years. A separate Research Committee is formed, which is functioning under the Dr. K. Sivarmamoorthy, Research coordinator, promotes and monitors the research activities in the campus.
- Research committee encourages faculty members to publish their research findings in peer-reviewed high impact journals.
- To add a feather to the cap of the institution, the Department of Commerce was upgraded as Research Department in 2013. In the last five years, number of faculty with PhD has increased significantly and substantial number (4) of faculties recognized as Research Supervisors.
- Efforts are being taken to promote the Department of Physics, Chemistry and Maths to Research centres, which in turn enhance the number of students opting research streams.
- Department of History is publishing the Research Journal called QUEST HISTORICA - A Journal of History with ISBN number and it has attracted many Social Science Researchers.
- Delineating the standards of research publications towards the benchmark. Research papers were published in impact, peer-reviewed journals.
- Two major and six minor UGC Research Projects were completed.
- Research committee insisting the faculty to apply for DST, UGC research projects. For this meetings are also conducted.
- In the period of last five academic years, overall Scopus, Research Gate and Google Scholar Citations are increased to 170.
- Utilization of ICT tools in teaching-learning is enhanced.
- Microsoft Campus licence has been purchased.
- e-governance is implemented partially.
- The IMS software 'ROVAN' is periodically updated managing both the office and library functions towards 'paperless administration'.
- Public Financial Management System is used to transfer funds related to UGC schemes and Research Projects.
- More classrooms (eight) are constructed.
- IQAC promotes various extension activities such as Clean India Mission in villages, Blood Donation Camps, AIDS awareness programmes, campaigning on Women Education, addressing gender issues etc., through NCC, NSS, Red Ribbon Club, Youth Red Cross, Blood Donors' Club etc.
- CCTV cameras (40 numbers) are installed throughout the campus to enhance the security of the students and faculty.
- Various e-resources such as N-List / INFLIBNET, e-books are procured by the library.
- A good number of seminars / conferences / guest lectures are organized by every Department during the last five years.
- In the last academic year, 2017–18 about 45 seminars / workshops were conducted by various departments.
- Many career-oriented and Value-based Diploma and Certificate courses are conducted by each department.
- MoUs were signed by each department with various academic institutions, industries and voluntary organisations for the exchange of knowledge and utilisation of expertise.

- Enhancement in ICT enabled teaching and learning, utilization of online modules, Google Classroom and other e-resources by faculty and students.
- Pre-structured questionnaire is used to collect feedback about faculty, syllabus pattern and infrastructure, from stakeholders to improve the quality of teaching and learning.
- To strengthen the quality of the faculty members in the self-financing stream, financial incentives are given for completing Ph.D/NET.
- Seminars for rural unemployed youths and women self-help group members for enhancing entrepreneurial skills were conducted. Despite these, agro based seminars on the themes, soil testing, utilization of solar energy, efficient irrigation techniques in agriculture for farmers were also conducted, funded by Tamilnadu State Council for Science and Technology. About 500 members were benefitted through these seminars.
- IQAC insists every Department to organize Seminars / Conferences / Guest Lectures to address the quality enhancement with the perspective of soft skills development of students, Industrial work culture, Placement opportunities, communication skills, Societal participation, Scientific temper etc.
- In the last five years, about 337 students were got placement in reputed industries and companies through campus interviews, by the initiatives of Placemen

NAAC

- More than 150 quality enhancement programmes were initiated by IQAC.

File Description	Document
Any additional information	View Document