The Annual Quality Assurance Report (AQAR) of the IQAC 2014-2015

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution

| A.P.C.Mahalaxmi College for Women |

1.2 Address Line 1

| A.P.C.Mahalaxmi College for Women |

Address Line 2

| Ettayapuram Road |

City/Town

| Thoothukudi |

State

| Tamil Nadu |

Pin Code

| 628 002 |

Institution e-mail address

| principal@apcmcollege.ac.in |

Contact Nos.

| 0461 2345655 |

Name of the Head of the Institution:

| R.C. Vasuki |

Tel. No. with STD Code:

| 0461 2345655 |

Revised Guidelines of IQAC and subm | 9944277939 |

Mobile:

Name of the IQAC Co-ordinator:

Dr.T.Lilly Golda

Mobile:

9789105564

IQAC e-mail address:

apciqac13@gmail.com

1.3 **NAAC Track ID** (For ex. MHCOGN 18879) **EC/PCRAR/63/33**

1.4 Website address:

www.apcmcollege.ac.in

Web-link of the AQAR:

http://www.apcmcollege.ac.in/aqar.pdf

For ex. http://www.ladykeanecollege.edu.in/AQAR201213.doc

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B++		2004 - 2005	2005-2010
2	2nd Cycle	A	3.09	2012 - 2013	2013-2018
3	3rd Cycle				
4	4th Cycle				

1.6 Date of Establishment of IQAC :   DD/MM/YYYY

28.12.2004

1.7 AQAR for the year *(for example 2010-11)*

2014 - 2015

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

AQAR 2012 – 2013 submitted to NAAC on 23/12/2013 (DD/MM/YYYY)4
AQAR 2013 – 2014 Submitted to NAAC on 16/07/2015 (DD/MM/YYYY)
AQAR_____ (DD/MM/YYYY)
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   ☐ (Phys Edu)   ☐

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

Others   (Specify)   [. -]

1.11 Name of the Affiliating University *(for the Colleges)* | Manonmaniam Sundaranar University, Tirunelveli

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 | 8 |

2.2 No. of Administrative/Technical staff | 2 |

2.3 No. of students | - |

2.4 No. of Management representatives | 1 |

2.5 No. of Alumni | 1 |

2. 6 No. of any other stakeholder and

     community representatives | 1 |

2.7 No. of Employers/ Industrialists | - |

2.8 No. of other External Experts | 0 |

2.9 Total No. of Members | 13 |

2.10 No. of IQAC Meetings held | 05 |

2.11 No. of Meetings with various stakeholders: No. | 10 | Faculty | 5 |

| 1 | | 1 | | 2 |

Non-Teaching Staff Students   Alumni   Others

2.12 Has IQAC received any funding from UGC during the year? ☐ Yes [√] No

　　　If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

　　(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. [0] International ☐ National ☐ ate ☐ itution Level ☐ ☐

　　(ii) Themes [-]

2.14 Significant Activities and contributions made by IQAC

The IQAC bears in mind the recommendations given by NAAC and plans strategies to improve on the same. The IQAC initiated the following programmes through the Union Activity Committee:

- To create an awareness for AIDS, the film "Uyirin Uyire" was screened in our campus as per the District Collector's order. 588 students viewed this film on 17.07.2014.

- On 07.08.2014, a programme was arranged through UAE-xchange Private Limited to realise the importance of getting PAN Card. Nearly hundred and fifty students applied to get PAN card and twenty students applied to get Passport.

- The film Space &Science & laughing therapy was screened in our Campus on 01.09.2014.

- As per the instructions by Government of India, to observe the birthday of Sardar Patel as the "National Unity Day" in collaboration with   the Department of History an essay competition on the topic "Patel's contribution to unity, security and safety of India" was conducted on 27.10.2014.

- All Special Day programmes including Independence day, Republic Day, Sath Bhavan Diwas day, Founder's day, Sarvodaya day., etc., were conducted by the respective Departments which were assigned the duties.

- Eligible students were motivated to fill in the Voter I. D. Online on 28. 10.2014

- To promote the entrepreneurial skills of our students, Sales Day was conducted on 6.02.2015.

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
Admission - all seats to be filled	All the seats were filled
ICT halls to be used frequently	Teachers used the ICT halls and smart boards to aid teaching.
Remedial classes	An average of 15 classes per semester was conducted by each department.
Faculty Development Programme	Teachers attended FDPs in order to keep themselves updated in their respective subjects. The programmes also motivated them to work in harmony with everybody.
Research Programmes to be mobilized	Teachers were motivated to apply for UGC assistance for Minor and Major research projects. Nine minor research projects have been sanctioned.
The number of publications to be increased	There is considerable increase in the number of publications by faculty.
Extension activities to be conducted in connection with the 100th birth centennial of the Founder of the college, Kulapathy, Thiru. A.P.C. Veerabahu	A free Eye-camp was conducted. Staff, students and parents benefitted by it.
Hostel Day to be celebrated	Hostel Day was celebrated.
To implement UGC funded programmes	UGC sponsored NET/SET coaching and Remedial classes for SC/ST slow learners were conducted.
Internal Academic Audit to be conducted	Internal Academic Audit was conducted. The heads of various criteria inspected the documentation of activities in the various departments.

2.15 Whether the AQAR was placed in statutory body   Yes   [√] No   [ ]

Management   [√]   Syndicate   [ ]   Any other body   [ ]

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
PhD	1			
PG	2		2	
UG	7		4	
PG Diploma				
Advanced Diploma				
Diploma	1			
Certificate	1			20
Others				1(Career Guidance)
Total	**12**		**6**	**21**

Interdisciplinary				
Innovative				

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

   (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	15(UG, PG)
Trimester	
Annual	2 (Dip & Certificate)

1.3 Feedback from stakeholders* Alumni [√] Parents [√] Employers [ ] dents [√]

   (On all aspects)

      Mode of feedback   :   Online [ ] nual [√] operating schools (for PEI) [ ]

*Please provide an analysis of the feedback in the Annexure (Annexure I)

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

NO

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

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
31	15	15		1

2.2 No. of permanent faculty with Ph.D.

22

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
	31								31

2.4 No. of Guest and Visiting faculty and Temporary faculty

| - | | - | | 31 |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	6	30	4
Presented papers	6	26	2
Resource Persons	-	3	12

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

- Using technological aids (5 technology theatres + 2 smart board classes + 1 language lab)

- Internet facility and department library in each department.

- Conducting Add-on courses, free coaching for NET and TNPSC exams.

- Arranging Guest lectures, International, National and State level seminars and workshops.

- Remedial coaching for SC&ST students, giving special classes and review and drill practices for students.

- Arranging Faculty Development Programmes in the campus.

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)

-

2.9 No. of faculty members involved in curriculum

	5	

Restructuring/revision/syllabus development

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

85%

2.11 Out gone Pass Percentage :

S. No	Course	Pass Percentage %		
		UG	PG	MPhil
1.	Tamil	91	100	100
2.	English	57		
3.	History	71		
4.	Maths	93	62	100
5.	Chemistry	84	27.2	
6.	Zoology	95.83		
7.	Commerce	96.7	81.5	
Unaided				
8.	Physics	100		
9.	Computer Science	83		
10.	Commerce With CA	89		
11.	Commerce UA	82.46		

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

The Chairperson of the IQAC convenes meetings periodically and discusses with the members of the IQAC, effective measures for Quality Enhancement. Suggestions are invited from the Heads of all the Departments. The IQAC and the Departments draw a work plan at the beginning of the academic year.

For the new entrants, an orientation programme was arranged by IQAC on 20.06.2014 in order to familiarize them with the college campus. During this orientation programme the students were instructed about the mode of functioning of college, pattern of assessment, career oriented programme and support services. IQAC conducted Freshers' test on 9.7.14 for the I year students to scan their skills, abilities and general knowledge. IQAC conducted the following FDPs (faculty development programmes):

"Google Applications" on 4/10/2014 conducted by the Dept. of Computer Science.

"Teaching, Learning Skills and Research in Higher Education" on 17/10/2014 by Dr. Rita John

"Promoting Research Aptitude among Faculty and Students" on 9/12/2014 by Dr. Ajmal Khan.

"Smart Board Training Programme" on 6/02/2015 conducted by the Dept. of Computer Science.

The IQAC motivated the Departments to conduct National and International level seminars. Student-centred programmes too were encouraged.

At the end of the year, every department submitted a Self –study Report to the IQAC. Based on this report, the Best Department was selected.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	1
UGC – Faculty Improvement Programme	-
HRD programmes	All Faculty Members
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	3
Summer / Winter schools, Workshops, etc.	47
Others	40

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	4	14	-	-
Technical Staff	5	15	-	-

Total :38 permanent : 9 Vacant :29

Criterion – III

3. Research, Consultancy and Extension

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

The APCIAN Research Forum meets occasionally and discusses the recent developments in the areas of research in various fields.

Members of faculty are encouraged to apply for Minor and Major research Projects.

Research-oriented invited talks were arranged for.

On 26/09/14, our staff members and students of the Department of Chemistry attended a session on "The Art of Writing Research Papers to Peer-reviewed Journals" by Dr. S. Jayasomu, Senior Principal Scientist and Associate Editor at NISCAIR (National Institute of Science, Communication and Information Resources, conducted at V.O.C. College, Thoothukudi. The members who attended the programme in turn oriented the other members.

The Research Forum conducted a meeting and circulated the format for proposals to be submitted to the Tamil Nadu State Council for Science and Technology.

3.2   Details regarding major projects

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

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	12		1
Outlay in Rs. Lakhs	3.65	23.5 lakhs		80,000

3.4   Details on research publications

	International	National	Others
Peer Review Journals	16	12	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	3	19	-

3.5 Details on Impact factor of publications:

Range | - | Average | | h-index | - | os. in SCOPUS | 2 |

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects		UGC	26,80,000	21,69,000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total			26,80,000	21,69,000

3.7 No. of books published i) With ISBN No. | - | apters in Edited Books | - |

ii) Without ISBN No. | - |

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) | 1 |

3.10 Revenue generated through consultancy | - |

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	2	3	-	-	-
Sponsoring agencies		UGC(2)			

3.12 No. of faculty served as experts, chairpersons or resource persons 15

3.13 No. of collaborations International - National 3 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 21, 69,000 From Management of University/College -

Total 21, 69,000

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
	-	-	1	1	-	-

3.18 No. of faculty from the Institution 11

who are Ph. D. Guides

and students registered under them   55

3.19 No. of Ph.D. awarded by faculty from the Institution   3

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   5   State level   -

National level   -   rnational level   -

3.22 No. of students participated in NCC events:

University level   8   State level   1

National level   1   International level   -

3.23 No. of Awards won in NSS:

University level   -   State level   -

National level   -   nternational level   -

3.24 No. of Awards won in NCC:

University level   1   State level   1

National level   1   International level   -

3.25 No. of Extension activities organized

University forum   -   College forum   32

NCC   -   NSS   11   Any other   -

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

- Our student R. Vani Lalitha Maheshwari, II B.Sc. Physics was selected to attend the prestigious NCC Republic Day Parade 2015. She was honoured by the Govenor of Tamil Nadu who hosted a tea party for the participants. She received a cash award of Rs. 2000/-

from the then Chief Minister of TN, Mr. O. Panneer Selvam. She was also felicitated by Mr. Rengasamy, Chief Minister of Pondicherry.

- In commemoration of the Founder's Day, student volunteers of the Social Service League visited the St. Joseph's Leprosy Hospital, Thoothukudi and offered them 3 bags of rice on 13th August, 2014. On the same day, rice and pulses worth Rs. 5030 were donated to Imayam (School for the economically backward students).

- On 22nd September 2014, a sum of Rs. 7,500/- was donated to Indian Association for the Blind and Rehabilitation Centre, Madurai towards International White Cane Day.

- In connection with the centenary Birth celebration of the Founder Kulapathy thiru A.P.C. Veerabahu, a free Eye-camp was conducted for staff, students and parents by Aravind Eye Hospital in our college on 9th and 10th April, 2015. Many of them benefitted by it.

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	6 acres, 95 cents			
Class rooms	45			45
Laboratories	6+3			
Seminar Halls	5			5
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		2 (Chemistry)	UGC MRP	
Value of the equipment purchased during the year (Rs. in Lakhs)		Rs. 4,55,796		
Others				

4.2 Computerization of administration and library

Complete office automation has been done and all academic and administration related work is done using the application software.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	25839	-	351	94066	26190	
Reference Books	2088		598	1,25,714	2686	
e-Books	ACCESS THROUGH N-LIST					
Journals	28	41,807	17	53,350		
e-Journals						
Digital Database	INFLIBNET					
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Others
Existing	148	3		2(Hostel)		11	12	2 (IQAC+ Research lab)
Added								
Total		3		2		11	12	2

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)
- Ten and nine students of III and II year students of B.Sc. Computer Science enrolled themselves in a free online course on "Programming in C" by NPTEL with the joint initiative of IIT and IISC. Two of them completed the course successfully.
- A video-conferencing lecture by Dr. Rajiv Mall, Prof. Of Computer Science and Engineering, Dept. of IIT Karagpur was given to the students.
- An online quiz was conducted by Code Bind Tech, Chennai to students.
- An Aptitude test was conducted by CSC, Thoohtukudi.
- A workshop on FLASH was conducted by CSC, Thoothukudi.
- A seminar on "Android and Robotics" was conducted for students by *ilook* Software Solutions, Tirunelveli.
- A workshop on "Core value of Embedded System" was conducted by Core Institute of Technology.
- FDP on "Google Applications" and "How to use the Smart Board Efficiently" was conducted for members of faculty.
- A guest lecture on "Cloud Computing" was conducted by Elysium Technology, Madurai.

- A two-day workshop on "Mobile Technology" was conducted by Glister Technology, Chennai.

4.6 Amount spent on maintenance in lakhs :

   i) ICT

                                                  Rs. 90,550

   ii) Campus Infrastructure and facilities   Rs. 4,08,050

   iii) Equipments   Rs. 7,96,569

   iv) Others   Rs. 41,000

                                 Total :   Rs. 13,36,169

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> The IQAC makes the students aware of all the Student Support services available through:
>
> * Orientation Programme
>
> * College website
>
> * College calendar
>
> * Notice board
>
> * Letter correspondence
>
> * Circulars

Revised G

5.2 Efforts made by the institution for tracking the progression

The departments monitor the progress and performances of the students regularly. Talent scanning of the prospective students has been done. After every internal test marks are entered in the progress card and sent home. During the first semester parents – teachers meeting was conducted on 18.06.14 for all the students and during the second semester, the weak students were asked to bring their parents.

Parents – Teachers meeting was conducted in our college. Parents were informed of the academic progress of their children. Feedback from parents was also collected during the meet. There was a discussion on the necessary steps to be followed by the students to clear – up pending papers in the forth-coming semester examinations.

The Alumnae Association of the college keeps in touch with students as they pass out of the college, thereby tracking their progress to Higher Education or Placement. A record is maintained for the same.

5.3 (a) Total Number of students

Department	UG	PG	Ph. D.	Others
Tamil	111	20		(M.Phil)
English	187			
History	183			
Commerce				
Mathematics				
Chemistry				
Zoology				
Computer Science				
Physics				
Commerce (U.A)				
Commerce C.A				

Last Year (2013-2014)						This Year (2014-2015)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
73	255	1	747	3	1076						

Dropout % : 6   Demand ratio: 1:6

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

PG and M.Phil students of Tamil and Mathematics are given coaching for NET/SET examinations.

No. of student beneficiaries: 50

5.5 No. of students qualified in these examinations

NET   [ ]   ET/SLET   [ ]   TE   [ ]   [ ]

IAS/IPS etc   [ ]   State PSC   [ ]   UPSC   [ ] hers   [ ]

5.6 Details of student counselling and career guidance

The Career Guidance and Placement Cell of the college strives to equip students in all fields so that they can stand on their own legs.

Paper presentations on "Importance of communication skill in the present scenario" and Situation Handling competitions were conducted on 23rd September 2014. Twenty five students from various departments participated in the competitions. K. Aruna Sakthi,I B.Sc.Maths and N. Priyanka, II B.Sc Maths got I and II Prize for Paper Presentation. S. Aruna Eswari, I B.A. Tamil and M. Srijeyalakshmi, I B.Sc Maths stood I and II place in Situation Handling.

The Career Guidance and Placement Cell of the college arranged for an Add-on course to be conducted for the students in order to develop their entrepreneurial skills. The inaugural function of the add-on course on "Soft skills and Handicrafts" was held on 29th September 2014. The classes commenced on 1st October 2014 with 8 student trainers giving training to 60 students on aari works, woollen work and jeweller making, classes are conducted under the supervision of the staffs in charge of the Career Guidance Cell during zero hours.

A campus interview was conducted by HDFC Life Insurance for the post of financial consultant on 11th October 2014. 98 students of UG and PG degree of various disciplines attended the interview. Among them, 38 students got selected in the interview. Initially, pre-interview preparatory classes were conducted by Mrs. D. Shanmuga Jothi and Mrs. Lavanya, Staff in-charge of the Career Guidance Cell.

A Seminar on "Career in Banking and How to crack bank PO/clerical exams" was conducted by T.I.M.E, Tirunelveli centre on 13.10.2014 for the post graduate students. Mr. P. Mariappan, centre director, T.I.M.E, Tirunelveli gave a presentation on "Preparation for competitive exams and interview".

The institute also conducted a model exam for the students. 117 post graduate students of arts and science attended the seminar and the model exam.

A One day Workshop on Soft Skills was conducted by INGENIOUS Academy on 22nd December 2014. Mrs. K. Saidha Banu and Miss. M. Sundara Kamalam, Staff of INGENIOUS Academy gave training on communication and Presentation skills, dress sense, body language and personality development. 120 students of both UG and PG degree attended this workshop and got benefited.

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
HDFC SPIC	98 20	1 5	50

5.8 Details of gender sensitization programmes

A lecture on "Women Empowerment" was given by Dr. K. Krishnaveni, Assistant Professor of Tamil, VOC College, Thoothukudi, on 08/08/2014

An inter-departmental oratorical competition on the topic "Women Nobel Laureates" was conducted by the Dept. of Physics on 3/02/2015

Women's Day Programme was conducted on 11/03/2015. Mrs. Rosaline Shanthi and Dr. Priscilla Poornima, Vilathikulam addressed the students.

5.9 Students Activities

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

State/ University level [2]   National level [ ]   International level [ ]

No. of students participated in cultural events

State/ University level [50]   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 [-]

Revised Guidelines of IQAC and submission of AQAR   Pag [-]   [-]

Cultural: State/ University level   National level   International level

5.10 Scholarships and Financial Support

Financial support from Government

Aided (UG)

S.No	Caste	Class	No. Of Students	Amount
1	SC	I yr	68	2,90,870
		II yr	54	2,59,932
		III yr	78	3,79,721
2	MBC	I yr	26	29,172
		II yr	48	58,633
		III yr	37	52,637
3	BC	I yr	91	1,01,586
		II yr	139	1,56,759
		III yr	106	1,54,364

Aided (PG)

S.No	Caste	Class	No. Of Students	Amount
1	SC	I yr	13	90302
		II yr	12	99778
2	MBC	I yr	7	15833
3	BC	I yr	12	30769
4	BC & MBC	II yr	13	36240

Unaided

S.No	Caste	Class	No. Of Students	Amount
UG				
1	SC	I yr	26	1,18,859
		II yr	29	1,53,807
		III yr	26	1,30,221
PG				
2	SC	I & II yr	8	54,445

Students also avail financial support from other sources like, Labour Welfare Association, Merit Scholarship, Ulavar Scholarship and other Private Scholarships.

No of students who received International / National recognitions – NIL

Financial support from Institution

	Number of Students	Amount
Financial support from institution		
Financial support from government		
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11   Student organised / initiatives

Fairs   : State/ University level | - | National level | - | International level | - |

Exhibition: State/ University level | - | National level | - | International level | - |

5.12   No. of social initiatives undertaken by the students | 13 |

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

Vision:

  To Enlighten and Empower with values.

Mission:

  To enrich the marginalized women through Quality Education with Human values.

6.2 Does the Institution have a management Information System : Yes

  Adequate information is provided to the President in the following ways:

1. Frequent visits, interaction with members of the teaching, non-teaching staff and students.

2. Making periodic and regular reviews of performance for improvement.

3. General staff meetings are held at frequent intervals

4. Major activities are reported by the Principal and the office superintendent.

5. Allowing the parents to present their opinion.

6. Expressing opinions through various Associations and the Union Activity Committee.

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

6.3.1 Curriculum Development

Being a university affiliated institution, the Curriculum is designed and developed by the university Some of our staff are members in Board of Studies in Manonmaniam Sundaranar University. They actively contribute to enrich the curriculum.

Curriculum is enriched in the following ways:

1. Arranging Guest Lectures

2. Arranging National, State level seminars

3. Subject Project

4. Album Preparation

5. Students seminar

6. Industrial Visit

7. Paper Presentation

8. Assignments.

6.3.2 Teaching and Learning

The learning aptitude of the student is scaled as per the marks obtained at the Higher Secondary level. Subsequently, semester-wise academic performance is substantiated and students are classified community wise into advanced, mediocre and slow learners.

Students are motivated and encouraged by

1. Conducting Remedial classes

2. Organizing coaching classes during zero hours

3. Government merged scheme coaching for SC/ST students

4. Encouraging them to attend seminars, industrial visits, mock programmes, study –tours.

5. Making them participate in curricular and extracurricular activities

6. Using ICT labs for PPT

7. Utilizing smart-board classes for seminars

8. Preparing CD – packages for visual classes

9. Preparing learning materials for "Student – Teaches – Student" programmes.

10. Using Language Laboratory

11. Referring books in the Department Library

12. Participating in Quiz programmes

13. Preparing journals and albums

14. Providing psychological support.

6.3.3   Examination and Evaluation

According to the academic plan prepared by the Principal at the beginning of each semester,

1. Three internal tests are conducted in an interval of 25 – 30 days.

2. Marks are registered and for failures, parents are met in-person and informed.

3. Progress-reports are issued and duly got signed by parents.

4. Assignments for UG and PG students, Seminars for PG students are evaluated and class tests are also evaluated.

5. Evaluation schedule as directed by the university is intimated to students.

6. The method of applying for revaluation, re-totalling and rectifying errors in the mark statements are also informed.

7. The Head of the department ensures the execution of Teaching – Learning and evaluation process in accordance with the plan prepared.

6.3.4   Research and Development

1. 2 staff members have been awarded Ph. D

2. Two Minor Research projects have been completed.

3.12 Minor Research projects are ongoing.

4. There are well equipped laboratories to carryout research work.

5. The Institution publishes a peer reviewed, Bi-annual multi disciplinary Research Journal 'ENRICH' with ISSN No: 2519 – 6394

6. PG, M.Phil projects are guided in the Department of Tamil and the Department of Mathematics.

7. There are 55 research scholars in Ph.D Tamil

8. 11 of our faculty are research guides.

9. 3 scholars have been awarded Ph.D in Tamil from the institution.

The activities of Research Forum are as follows:

1. Organized Faculty Development Programmes on Research.

2. Encourages the Faculty to enrol themselves in the research forum.

3. Initiates the eligible faculty to get guideship recognition.

4. Motivates the staff to publish their research contributions to various reviewed journals with high impact factor.

5. Initiates the PG students to participate in paper presentations.

Consultancy:

Our staff members acted as Resources persons in workshops / National seminars / International seminars in various Institutions.

1. Act as judges in intercollegiate level competitions

2. Act as a chairperson of the Examination board

3. Acted as chief guests

4. Acted as members in BOS

5. Act as lifetime member in ELT@I

6. Act as lifetime member in ASIA TEFL

7. Act as lifetime member in South Indian History congress.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The library provides the 'open-access' system to the staff. Books are racked according to subjects. Books are kept in the glass door almirah in the reading room. A property counter is maintained in the library to keep personal belongings of the library users. Library cards are issued to the students and staff. Library clearance is checked out by the college administration before issuing admit card of final examination to the students and also to teaching and non-teaching staff before giving release orders from the college. The library university question papers.

Specialized Services Provided by the Library:

Reference: A Reference section is provided.
Barcode Printer and Reader have been provided for library management.
User Orientation and awareness: Provided at the time of Orientation
  programme for new entrants.
Assistance in searching Databases: Provided by library staff
☐INFLIBNET/IUC facilities are provided.

Support Provided by the Library Staff:

The library staff issue/receive books to/from students and staff. In case of any difficulty in finding the required book, help is provided by the library staff. The Librarian along with the Library Advisory Committee members conducts innovative programmes and competitions to imbibe interest in reading to students. The Library Advisory Committee:

1. Organized orientation programme on INFLIBNET

2. Conducted inter-departmental competitions.

3. Conducted vocabulary test for all students.

4. Organised a one-day workshop.

Students can access books in the department library and the central library. They can also refer projects kept in the central library.

Details of books available in the department library.

Name of the Department	No of books available
Tamil	45
English	354
History	162
Commerce	165
Mathematics	963
Chemistry	273
Zoology	597
Computer Science (UA)	108
Physics (UA)	218
Commerce (UA)	300
Commerce with C.A (UA)	199

The various infrastructure facilities available are Auditorium, ICT Lab, O.H.P, Language lab and Technical Theatres. Their uses are as follows:

1. Conducting seminars, competitions, special Day functions and Fine arts competitions in the Auditorium.

2. Paper presentation, pre – Ph.D viva, Ph.D viva are conducted in the ICT lab.

3. Smart Board is used to aid teaching.

4. Student seminars are taken using LCD and O.H.P

5. Communication skill classes are conducted in the Language laboratory.

6. Online Quiz competitions are conducted in the ICT lab.

6.3.6   Human Resource Management

Self – appraisal method is followed for performance assessment. Teachers are required to submit the self-assessment report every year. The result of the evaluation is that the teacher becomes aware of her weaknesses and strengths.

Development methods are given due importance to promote the professional development of the faculty. The faculty members are permitted to attend Refresher courses, orientation programmes, seminars, workshops and conferences and their absence is treated as leave on duty. Making accessible to FDP and pursuing Doctoral degree help the faculty to attain professional development. Members are encouraged to enrol themselves in the academic forums and professional associations and attend the programmes also. Internet facility available in each department facilitates to tap the latest information easily. The management arranges Faculty Development programme every year to enrich the Research and skills of Faculty in various domains.

6.3.7   Faculty and Staff recruitment

The recruitment policies stipulated by UGC / Government are strictly followed by the Institution. At the time of recruitment, a selection committee is constituted and only the best among the aspirants is selected. As far as the recruitment of a teacher is concerned, her academic proficiency, research potentiality, teaching aptitude are taken into consideration. Applicants are asked to handle the demonstration classes also.

No Government appointment for Faculty took place during this academic year. But the management appoints staff to fill the vacancies under management scale and as well as under self financing scheme.

6.3.8   Industry Interaction / Collaboration

6.3.9   Admission of Students

The admission process is widely published through the institutional website.Call for application is advertised in the leading newspapers. The admission process is carried out as per the government norms (69% reservation system of the government of Tamil Nadu is strictly followed) with the rouster system. Principal and a selection committee (consisting of senior teachers) interview the applicants with their parents. Selected candidates are intimated through post. Waiting list is also displayed on the Notice Board for the perusal of the public.

6.4 Welfare schemes for

Teaching:

1. Quarters are provided

2. As directed by the Government of Tamil Nadu, Star Medical Insurance Scheme can be availed

3. Priority at the time of admission for the wards of staff members.

4. Bank facility is available within the campus.

5. Vehicle shed is provided to park the vehicles.

6. The canteen caters to the need of staff and students.

Non Teaching: Same above said schemes

Students:

1. Adi-Dravidar Welfare scholarship for SC, BC Students.

2. Adi-Dravidar loan scholarship only for hostel Sc students.

3. M.S.University merit scholarship.

4. C.M. merit scholarship

5. Differently abled scholarship.

6. Assisting students to get vehicle licence

7. Bank facility, vehicle shed and canteen facility.

6.5 Total corpus fund generated

Rs. 3,510

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			Yes	IQAC
Administrative			Yes	

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

For UG Programmes   Yes ☐   No ☐

For PG Programmes   Yes ☐   No ☐

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

Not applicable

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

Not applicable.

6.11 Activities and support from the Alumni Association

Alumnae association has become instrumental in transmitting the rich heritage, values, valuable information, experience etc., from generation to generation and thereby reduces the inter-generational gap. The outgone batch contributed Rs. 26,800 towards the Alumnae Fund. All the Departments conducted Alumnae Meets.

6.12 Activities and support from the Parent – Teacher Association

The parents of the new entrants were given an orientation on the reopening day. They are notified about their ward's performance through the issuing of progress cards after every internal test. Feedback is collected from them.

6.13 Development programmes for support staff

Nil.

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

Awareness is given to the students to preserve campus eco-friendly. The Institution adopts environment friendly practices and takes necessary actions.

Energy Conservation:

Students Activity Committee is asked to propagate the energy conservation needs among their peers so that some awareness posters are pasted in the classroom, staff room and toilets such as "Don't waste electricity", "Don't waste water", "Switch off fans when they are not in use" etc. All the departments have been maintain the energy conservation policy. It is achieved by the usage of water, lights and electrical appliances only when needed.

Use of renewable energy:

The initiatives for using solar energy system are taken. The college is planning to install solar panel. Solar energy can be stored as electrical energy thereby reducing electricity consumption. The Institution has proper rainwater harvesting system to save energy rain drops and increase the ground water level.

Plantation:

Observing the important days such as Leader's Day, World environmental day etc by planting saplings is one of the traditions of our Institution. In that scenario, the students are encouraged to bring and plant saplings in the college campus. Students donated plants in some departments. An interdepartment level gardening competition was held by the eco-club.

E-Waste Management:

The green audit wing of the Institution proliferates the view of bringing paper - free learning and communication strategies among all members. For that the initiatives for sharing notes of content through e-mail is being taken.

Efforts for carbon neutrality:

The students and staff members those who are coming by vehicle have been advised to check their vehicles emission details periodically and asked to make sure that there is reduction in carbon burning.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the Functioning of the institution. Give details.
- More number of CD packages developed as the mode of learning.
- Video-conferencing lectures.
- Alumnae-sponsored programmes.
- Web assignments.
- Installation of Interactive Boards.
- Free Internet access for students.
- Green audit.
- Feedback mechanism formalized as per NAAC Peer team recommendation.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year
Learning has been made "Learner-centric" by the following methods

- Providing text books and reference books for self study.
- Student Seminars, group discussions.
- Practicals and Project work.
- Library and ICT, internet facility for value education.
- Power point presentation of seminar by students.
- Availability of learning resources (CDs & DVDs)
- Internal improvement examination for students unable to pass after two attempts in semester examination
- Students are motivated and encouraged to take part in paper presentation and poster presentation. From thus they have broad knowledge about the different field of subjects.
- Attending national level and state level seminar, students have tremendous idea about such topics, interacting with other college expertise and having exposure.
- UGC sponsored seminars have been conducted.
- CCTV with 37 cameras has been installed.
- Two International seminars and two UGC sponsored seminars were organized.
- Internal Academic Audit was conducted.
- Feedback mechanism has been formalized.

7.3 Give two Best Practices of the institution:

Maintenance of Log Book (Annexure II)

7.4 C○ Participatory Approach of all the Faculty through the IQAC (Annexure III)

he trees
and also got idea about the necessity to save our environment protection and safety. All students
have actively taken part in gardening thus bringing about a green environment in our campus.
With the collective efforts of all our students, we have gardens of all types of plants that include
herbal, flowering and non-flowering plants. Potted, decorative plants and medicinal plants also
adorn the gardens. Constant efforts are being made to maintain the greenness of the campus in
front of their respective departments to preserve old trees of considerable value that generate
fresh air a thing which is highly recommendable for maintaining healthy atmosphere and ecology
of an institute of repute, thereby shaping the minds of the youths with great potentials.

7.5 Whether environmental audit was conducted?   Yes   No

√

7.6 Any other relevant information the institution wishes to add.

- The Institution strives for quality enhancement and sustenance. The IQAC
  plays a major role in this process. All the members of faculty are involved in the process leading
  towards excellence. The efforts and support of the Management, the Principal and all the
  stakeholders involved for the betterment of the institution are noteworthy.

8. Plans of institution for next year

More number of sponsored seminars to be conducted.

The IQAC to apply for a UGC/NAAC sponsored seminar.

External Academic Audit to be conducted.

Students` Progress to be monitored in a more effective manner.

Plan to generate revenue through consultancy.

Name: DR. T. LILLY GOLDA   *Name:* DR. R. C. VASUKI

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

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