A.P.C. MAHALAXMI COLLEGE FOR WOMEN, THOOTHUKUDI
Reaccredited by NAAC with 'A' Grade

The Annual Quality Assurance Report (AQAR) of the IQAC
2013 to 2014

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:

> Dr.P.G.Seethalakshmi

Tel. No. with STD Code:

> 0461 2345655

Mobile:

> 9894678969

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/APC%20AQAR%2014th%20June.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*)

2013 - 2014

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)*

    i.   AQAR __2012 – 2013 submitted to NAAC on 23/12/2013 (DD/MM/YYYY)
    ii.   AQAR_____ (DD/MM/YYYY)
    iii.   AQAR_____ _____ (DD/MM/YYYY)
    iv.   AQAR_____ _____ (DD/MM/YYYY)

1.9 Institutional Status

University   State ☐   Central ☐   Deemed ☐   Private ☐

Affiliated College   Yes [√]   No ☐

Constituent College   Yes ☐   No ☐

Autonomous college of UGC   Yes ☐   No ☐

Regulatory Agency approved Institution   Yes ☐   No ☐

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

Type of Institution   Co-education ☐   Men ☐   Women [√]

                Urban ☐   Rural ☐   Tribal ☐

Financial Status   Grant-in-aid ☐   UGC 2(f) [√]   UGC 12B [√]

                Grant-in-aid + Self Financing [√]   Totally Self-financing ☐

1.10 Type of Faculty/Programme

Arts [√]   Science [√]   Commerce [√]   Law ☐   PEI (Phys Edu) ☐

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

Others   (Specify)   .

1.11 Name of the Affiliating University *(for the Colleges)*   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 | 13 |

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

Non-Teaching Staff / Students [2] Alumni [1] Others [2]

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

   If yes, mention the amount   [3 lakhs]

2.13 Seminars and Conferences (only quality related)

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

Total Nos. [0] International [ ] National [ ] State [ ] Institution 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 Career Guidance Cell has been strengthened. Innovative programmes were conducted. Many students have benefitted.

- The number of Health Awareness Programmes, Seminars, Guest lectures, ICT classes has been increased.

- Two Faculty Development Programmes were conducted.

- APCIAN Research Forum was formed. Members of faculty were encouraged to apply for UGC assistance for MRP.

- Students were encouraged to participate in curricular, co-curricular and extra-curricular activities within and outside the campus.

   The IQAC initiated the following programmes:

- Film "Vannathu Poochi"was screened in order to create awareness about alcoholism.
- PTA meet on 10.10.2013 & 12.10.2013 for parents of students belonging to Science and Arts resp.
- 24.10.2013 – Sales day - to promote the entrepreneurial skills of students.
- FDP – 26.10.2013 Prof. Guru Bharathy, consultant and Researcher of Dr.Chellamuthu Trust, Madurai presented a session on "Team Building, Breaking the Barriers, Tamil Management".
- Awareness programme on "Water Harvesting" on 27.12.2013 organised by Authorities and Officials of Government. (preservation and conservation of water).
- 03.02.2014 – Campaign on "Nature, Environment and Disaster Management – 140 students

participated in the programme organised by The Prajapita Brahma Kumaris Ishwariya Vishwa Vidhyalaya. Raja yogi B.K.Pious, New Delhi spoke about the potential dangers of environmental degradation and skills to rope with disasters.

- 13.03.2014 – Voting awareness created through signing the "Election Pledge".
- 17.03.2014 – Pearl Honda Agency conducted a Safe Driving Awareness programme. The representative of the company spoke on the importance of hand signals and road rules.

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 to aid teaching.
Remedial classes	An average of 15 classes per semester was conducted by each department.
Faculty Development Programme	Teachers attended FDPs. These motivated them to work in harmony with everybody.
Research Programmes to be initiated	Teachers were motivated to apply for UGC assistance for Minor and Major research projects
The number of publications to be increased	There is considerable increase in the number of publications by faculty
Maha Ruby Fest to be conducted in celebration of the 40th year of inception of the college.	Inter-collegiate Cultural competitions, Invitation Basketball Tournament, Inter-school Essay Writing, Model Making Competitions were conducted. The Career Guidance Cell trained students in Jewellery making and art work. The students held a Mega Sales and exhibited their craftsmanship. A Maha Ruby Reunion also was held and a souvenir was also released.

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(UA)	2	
UG	7		4	
PG Diploma				
Advanced Diploma				
Diploma	1			
Certificate	1			20
Others				-
Total	**12**	**2**	**6**	**20**

Interdisciplinary	0	1		
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 [ ]   Students [√]
   (On all aspects)

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

*Please provide an analysis of the feedback in the Annexure

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

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
34	15	18	-	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
	28	-	-	-	-	1	-	-	28

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 Seminars/	17	25	9
Presented papers	11	14	3
Resource Persons	2	2	1

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 VAO, 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) : NIL

2.9 No. of faculty members involved in curriculum
    restructuring/revision/syllabus development

| 6 | - | - |

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

I. Tamil Department:

S.No	Name of Faculty	Academic Positions	Duration
1.	Dr.N.Kandammal	Member in U.G. Board of studies M.S.University	2012 onwards
2.	Dr.M.Saroja	Chairperson in P.G. Board of studies	2012 onwards
3.	Dr.S.Banumathy	Member in P.G. Board of studies	2012 onwards

II. Commerce Department:

S.No	Name of Faculty	Academic Positions	Duration
1.	Dr.S.Malarkodi	Member of U.G. Commerce Board of studies M.S.University	2012 onwards

III. Chemistry Department:

S.No	Name of Faculty	Academic Positions
1.	Dr.P.G.Seethalakshmi	Members of U.G. Chemistry Board of studies
2.	Dr.K.Sarada	

2.10 Average percentage of attendance of students

Total average percentage of students:

| 90.76% |

2.11 Course/Programme wise
     distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Aided						
B.A Tamil	34	1	24	1	-	76.5%
B.A English	58	1	13	17	12	74.13%
B.A History	45	-	19	18	-	82.2%
B.Sc Mathematics	46	25	17	-	-	91.3%
B.Sc Chemistry	39	12	19	-	-	79.4%
B.Sc Zoology	24	2	21	-	-	95.83%
B.Com	61	1	40	13	-	88.5%
M.A Tamil	11	2	8	-	-	90.9%
M.Sc Mathematics	19	10	3	-	-	68.4%
M.Phil Tamil	15	2	13	-	-	100%
Unaided						
B.Com	57	-	12	35	-	82.46%
B.Sc Computer Science	46	21	17	-	-	88%
B.Sc Physics	39	21	18	-	-	100%
B.Com C.A	45	2	29	14	-	82%
M.Phil Mathematics	7	3	4	-	-	100%

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 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 FDP (faculty development programme) on 26.10.2013. Prof.G.Gurubharathy, consultant of M.S.Chellammal Trust and Research Foundation gave a talk on Team Building and Time management.

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(Mrs.Essakiammal – Librarian)
UGC – Faculty Improvement Programme	0
HRD programmes	All faculty members
Orientation programmes	1 (Dr.K.Palani)
Faculty exchange programme	0
Staff training conducted by the university	3 (NSS 2 units) 1(Career guidance Cell)
Staff training conducted by other institutions	7
Summer / Winter schools, Workshops, etc.	8 (2Maths + 5English + 1UA)
Others (conference / Seminar N/I/S level)	34

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	5	12	-	-
Technical Staff	4	17	-	1

Total : 38 Permanent : 9 Vacant : 29

Criterion – III

3. Research, Consultancy and Extension

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

- Establishment of APCIAN RESARCH FORUM.
- Establishing linkages with research departments for training and research.
- Motivation to apply for major and minor projects, encouraging the faculty to present papers, to serve as resource persons and research guides.

3.2

Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	01	-	-
Outlay in Rs. Lakhs	-	6,35,800/-	-	-

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	07	-	01
Outlay in Rs. Lakhs	-	12,65,000/-	-	1,80,000/-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	36	01	05
Non-Peer Review Journals	09	10	01
e-Journals	4	-	-
Conference proceedings	8	2	2

3.5 Details on Impact factor of publications :

Range [√]   Average [   ]   h-index [   ]   Nos. in SCOPUS [   ]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	1	UGC	6,35,800/-	-
Minor Projects	02 18months 01	UGC UGC CICT	7,40,000/- 2,75,000/- 2,50,000/-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	**02**	**-**	**19,00,800/-**	**-**

3.7 No. of books published   i) With ISBN No. | - | Chapters in Edited Books | 1 |

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) | - |

3.10 Revenue generated through consultancy | - |

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	1	5	2	-	2
Sponsoring agencies	-	1 from CICT	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons | 8 |

3.13 No. of collaborations   International | - | National | 1 | 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 | 19,00,800/- | From Management of University/College | - |

Conference (from management) | 1,75,000/- |

Total | **20,75,800/-** |

3.16 No. of patents received this year:

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

Nil

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
     who are Ph. D. Guides   11

     and students registered under them   55

3.19 No. of Ph.D. awarded by faculty from the Institution   13

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 76   State level -

National level -   International level 54

3.22 No. of students participated in NCC events:

University level 17   State level -

National level 1   International level 8

3.23 No. of Awards won in NSS:

University level -   State level -

National level -   International level -

3.24 No. of Awards won in NCC:

University level 2   State level -

National level 1   International level -

3.25 No. of Extension activities organized

University forum [ ]   College forum [ ]

NCC [-]   NSS [10]   Any other [4]

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

- In collaboration with the rotary club of Pearl City students of History prepared paper bags. 300 students were benefited. The main purpose was to create awareness to save the environment.

- Inorder to create awareness among the public regarding their responsibility to exercise their franchise, the NSS volunteers and NCC cadets took part in various rally and camps.

- To create awareness about organ donation and women health, the Department of Chemistry in collaboration with Global Health City, Chennai organised a health awareness programme on the topic "Live and Let live".

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.			UGC	3
Value of the equipment purchased during the year (Rs. in Lakhs)			UGC	5,39,600
Others Science Lab Equipment			UGC	7,96,569

4.2 Computerization of administration and library

> Office Automation and library automation have been started effectively to enable the office staff, the librarian and her assistants to do their work in a faster pace. Technology has definitely played a vital role in saving time.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	23,911		1928	2,95,287	25069	
Reference Books	2050		38	40,000	2088	
e-Books	51000 (access through N-List)					
Journals	26	39,857	2	1,950	28	41,807
e-Journals						
Digital Database	Inflibnet N-List					
CD & Video	Nil					
Others (specify)	Magazines – 18 Employment news – 02 News papers - 9 Cop Donation Spl FeesA/C Minor Project		18 2 7 5 770 9 32			

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	140	3	Modem-13 Connections-29	-	-	11	11	-
Added	8	-		2(Hostel)		-	1(Chemistry)	-
Total	148	3		2		11	12	-

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

All the departments are provided with a computer and a HP Laser printer. Internet facility is also available. As an initiative to adapt ourselves with modern technology and to facilitate the members of staff to handle classes effectively, two smart boards are installed in the technology theatres.

Our teachers attended a one day training programme on 'The Usage of Smart Board', conducted by Mr. Ayyadurai, Assistant Professor of Computer Science, V.O.C.College, Tuticorin on 18th September, 2013.

Two of our teachers attended the NAAC sponsored National Seminar on 'New Perspectives and Practices for Quality Enhancement in Higher Education' organised by the IQAC of Holy Cross College, Nagercoil on 8th October 2013. They also attended a National Seminar on 'Institutional Quality Improvement: Role of Information and Communication Technology' conducted by the IQAC of St.Mary's College, Tuticorin on 31st January 2013 and 1st February 2014.

A Workshop on 'Adobe Photoshop' was conducted in the campus for the teachers and the students. Our students eagerly participated in the computer course on MS Office and MS Word which was conducted by the Department of Computer Science from 13th December to 27th February, 2014. Students benefit a lot by attending Tally and Photoshop courses.

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 calendar

* Notice board

* Letter correspondence

* Circulars

5.2 Efforts made by the institution for tracking the progression

One of the goals of our Institution is women empowerment. To make our women students self independent, apart from teaching the curriculum designed by the University, our Institution has introduced many innovations in the teaching learning process and extracurricular activities for students by using technological aids for the teaching learning process, Add-on courses, V.A. O. classes and cultural meets, sports meets, club activities respectively. All these activities facilitate student achievements.

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	115	26	31	12 (M.Phil)
English	185			
History	167			
Commerce	192			
Mathematics	141	47		13
Chemistry	113	11		
Zoology	80			
Computer Science	131			
Physics	39			
Commerce (U.A)	171	27		
Commerce C.A	171			

(b) No. of students outside the state   Nil

(c) No. of international students   Nil

Last Year (2012 – 2013)						This Year (2013 – 2014)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
67	278	1	725	3	1071	73	255	1	747	3	1076

Demand ratio : 1:5   Dropout % 7.3

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

VAO Coaching classes were conducted by our college. 106 students participated and were benefitted.

5.5 No. of students qualified in these examinations

NET [ ]   SET/SLET [ ]   GATE [ ]   CAT [ ]

IAS/IPS etc [ ]   State PSC [ ]   UPSC [ ]   Others [1]

U. Subamathi of I M.Sc Mathematics passed the IBPs clerk exam and joined in Dena Bank Chennai.

5.6 Details of Student Counselling and Career Guidance

Tutor-ward system is followed. The class teachers meet their wards once every month and speak to them freely. Students grievances, if any, are rectified. Students are given moral instructions and are asked to maintain discipline.

Regular class tests are conducted and academic counselling is done then and there while distributing the papers. Weak students are given special care and advice to work harder. Coaching classes are also held. Every member conducts coaching classes for nearly seven days each, per semester.

There is an active Career Guidance Cell that operates is our college. Students participate enthusiastically in the programmes arranged by the Cell. Our institution encouraged the students to attend the job fair conducted by ICICI Bank for the post of Sales Officer at M.S.University on 29.08.2013. Nine of our students (M.Com. M.Sc.) attended.

Our institution permitted the institute TIME (Triumphant Institute of Education Pvt.Ltd) to give free model papers to the students and submitted to TIME. Free model papers for CAT,

MAT, TANCET (MBA), TANCET (MCA) were given to the students by TIME through the Career Guidance Cell.

Two students attended a training programme on "Youth Leadership" conducted by the "Tuticorin Palms Toast Masters" club on 14th, 15th, 21st 22nd, 28th 29th December 2013 and 4th &5th January, 2014.

On 16/09/2013, a one-day workshop was conducted by the Career Guidance Cell. Mr.Paul Susheel, on International Trainer on Soft Skills, gave training to our students on Personality Development and Problem Solving Skills.

Under the Entrepreneurship skill Development Programme a one week intensive training programme was arranged for the students on Jewel – making, Flower – making, Doll – making, Tailoring and Handwork from 21/10/2013 to 25/10/2013. During the second week of December, the same set of students made Jewels, Dolls, Flowers and Pillows under the supervision of the staff-in-charge during zero hours.

On the occasion of the Ruby Jubilee Celebration of the College, a "MAHA RUBY BAZAAR" was conducted at the University level. Products made by the students were exhibited and sold. Here, students experienced marketing skill and this has enabled them to become self-reliant entrepreneurs.

A one week course on Flower making and was conducted for students of Zoology. They exhibited their Craftsmanship at the one-day International Seminar Conducted by the Department on 18/09/2013.

5.7 Details of campus placement - Nil

5.8 Details of gender sensitization programmes

Date	Topic	venue	Prize
25.02.2014	Ethu Pen Viduthalai (Essay Writing)	A.P.C.MahalaxmiCollege	**I Prize:** 1. P.Narmatha – II Maths 2. P.Shunmuga Priya - II English **II Prize:** 1. M.Krishna Veni – II Tamil 2. V.Mano Bharathi – II B.Com CA

5.9 Students Activities

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

State/ University level | 17 | National level | | International level |

S.No	Kind of Sports	Major	No of Participants
1.	Basket Ball	English	2
	Chess	English	1
2.	Chess	Maths	1
3.	Basket Ball	B.Com C.A	1
	Table Tennis	B.Com C.A	1
4.	Basket Ball	Computer Science	8
	Table Tennis	Computer Science	2
5.	Foot Ball	Physics	1

No. of students who participated in cultural events

State/ University level [125]   National level [   ]   International level [   ]

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

Sports : State/ University level [15]   National level [   ]   International level [   ]

S.No	Kind of Sports	Major	No of Participants
1.	Basket Ball	English	2
2.	Table Tennis	B.Com C.A	1
3.	Table Tennis	Computer Science	1

Cultural: State/ University level [64]   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	57	2,60,578
		II yr	80	3,75,130
		III yr	77	4,38,433
2	MBC	I yr	44	50,338
		II yr	41	36,614
		III yr	24	24,078
3	BC	I yr	134	1,41,373
		II yr	105	89,979
		III yr	92	91,161

Aided (PG)

S.No	Caste	Class	No. Of Students	Amount
1	SC	I yr	18	1,33,681
		II yr	9	82,650
2	MBC	I yr	5	12,607
3	BC	I yr	16	43,684
4	BC & MBC	II yr	11	22,433

Unaided

S.No	Caste	Class	No. Of Students	Amount
UG				
1	SC	I yr	27	1,31,223
		II yr		1,27,464
		III yr		1,54,009
PG				
2	SC	I & II yr	7	50,403

Financial support from other sources

S.No	Kind of scholarship	No. of students	Amount
1	Labour Welfare Association	19	28,500
2	Merit Scholarship	6	51,700
3	Ulavar Scholarship	1	2,250
4	Private Scholarship	1	12,950

No of students who received International / National recognitions – NIL

Financial support from Institution

S.No	Kind of scholarship	No. of students	Amount
1	Management conservation	5	23,499

5.11   Student organised / initiatives

Fairs   : State/ University level [√]   National level [   ]   International level [   ]

Exhibition: State/ University level [1]   National level [   ]   International level [   ]

Fair / Exhibition	Date	Level	Organised by
Fair	24.10.2013	College	Students
Exhibition cum Sales	09.01.2014 and 10.01.2014	University	Students with the support of the Career Guidance Cell

5.12   No. of social initiatives undertaken by the students | 3 |

Date	Name of the Program	Venue	Conducted by	Beneficiaries
10.07.2013	Rally for Rain Water Harvesting	From Corporation office to old Municipal office, Thoothukudi	NSS, A.P.C.Mahalaxmi College for women (in collaboration with the Collectorate)	100 NSS Volunteers and 35 NCC cadets.
04.09.2013	Eye Donation fortnight programme	Aravind Eye hospital, Thoothukudi	NSS, A.P.C.Mahalaxmi College for women (in association with Aravind Eye hospital, Thoothukudi)	100 NSS Volunteers
11.03.2014	Rally giving awareness to voters	Tharuvai Ground – Alagar Jewellers – Abirami silks – Kasukadai Bazaar – Tharuvai Ground	NSS, A.P.C.Mahalaxmi College for women (in collaboration with collectorate)	All NSS Volunteers

5.13 Major grievances of students (if any) redressed:

            In the month of September, a complaint was received from the students mentioning the repair of drinking water purifier. Steps were taken to repair it and now it is functioning well.

        In the beginning of the Even Semester(Dec 2013), due to change in the working hours of the college, students wished the availability of tiffin in the canteen during morning hours. Steps were taken for the same and students now avail that facility. Further, to enable the students to have their breakfast, the timing for the break advanced was from 11.30 a.m to 10.30 a.m

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. As per the suggestion of BOS, the university made the following changes in the curriculum:

1. Slight modification is done on the papers in every semester for all Disciplines.

2. Common Skill based paper is moved from IV Semester to V Semester

3. Non-Major elective subject is introduced in III & IV Semester.

4. Skill based paper is moved from V Semester to IV Semester.

5. Changes are made for Allied and Electives in some Disciplines.

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 in 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. Remedial classes
2. Organizing coaching classes during zero hours
3. Government merged scheme coaching for SC/ST students
4. Attending seminars, industrial visits, mock programmes, study –tours.
5. Participating in curricular and extracurricular activities
6. Using ICT labs for PPT
7. Utilizing smart-board classes for seminars
8. Preparing CD – packages, OHP sheets 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. 5 staff members have been awarded Ph. D

2. One minor Research project is completed.

3. 3 Minor Research projects are ongoing

4. 3 more Minor Research projects have been provisionally sanctioned by UGC, Hydrabad at the end of this academic year.

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

6. The Institution has published a peer reviewed, Bi-annual multi disciplinary Research Journal

'ENRICH' with ISSN No: 2519 – 6394

7. III UG Projects are guided in all the departments.

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

9. There are 38 research scholars in Ph.D Tamil

10. 6 Scholars completed Ph.D in Tamil.are newly registered.

The activities of Research Forum are as follows:

1. Organized an awareness meeting about the funding facilities for 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.

Number of Research Publications by Faculty - 109

Department	Peer-Reviewed/Non peer reviewed / e-journal / conferences proceedings			
	International	National	Others	Total
Tamil	8	36	1	45
English		3	1	4
Commerce	3	-	-	3
Mathematics	10	-	4	14
Chemistry	21	-	1	22
Zoology	12	-	-	12
Physics (S.F)	2	1	2	5
Commerce (S.F)	3	-	-	3
B.Com C.A	-	-	1	1
Total				109

Consultancy:

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

1. Acted as judges in intercollegiate level competitions

2. Acted as chairpersons 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

8. Act as Editors in renowned journals.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Some of our staff are members in the Library Advisory Committee. 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	852
English	334
History	156
Commerce	165
Mathematics	UG – 247 PG – 431
Chemistry	155
Zoology	497
Computer Science (S.F)	78
Physics (S.F)	230
Commerce (S.F)	26
Commerce with C.A (S.F)	175

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.

Library Books List (Subject wise)

Subject	No of books
Tamil	9621
English	3863
History	1665
Commerce	1990
Mathematics	2215
Chemistry	1376
Zoology	1357
Computer Science (S.F)	516
Physics (S.F)	615
Others	61
Gandhian Thought	292
General Reference	337
Religion	116
Total	24024

Total   : 24024

Donation   : 3793

Total   : 27817

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

Industrial interaction will help to identify the experts in various fields for valuable inputs to be offered to the faculty involved in curriculum development.

1. Students of Department of Chemistry visited Aavin milk processing unit on 01.10.13.

2. Students of Department of Chemistry visited Tea estate at Munnar on 06.10.13.

3. Students of Department of Zoology visited Apiary unit at Mudhalore, Sericulture unit on 17.02.14.

In collaborative relationship, organisations help each other expand or enhance their capacities to do their job.

1. Department of Tamil conducted three day National seminar in collaboration with the Central Institute of Classical Tamil.

2. Department of Chemistry is getting assistance from the brother concern institution V.O.C.College.

3. Department of Chemistry is also getting assistance from the Research department of Botany of V.O.C. College for project work.

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. The 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 thevehicles.

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.3510/- |

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	No	-		

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

For UG Programmes   Yes [   ]   No [   ]

For PG Programmes   Yes [   ]   No [   ]

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

The mark pattern 40/60 (internal/external) for skill based subject for all the major, is now changed and is implemented as 25/75 (internal / external) during this academic year. For all I year students the University fixed the minimum pass mark as '40'. Subject project is made compulsory for all III year students. The examination pattern of subject project is also revised as 80 marks for written report and 20 marks for oral presentation.

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 Alumnae Association

Activity:

Maha Ruby Reunion was celebrated on 10.01.2014 in connection with the Ruby Jubilee celebrations of the college. Mrs.P.Geetha Jeevan, former minister for social welfare, Government of Tamil Nadu, an alumnus of Commerce participated. Dr.V.P.Moula Devi, Principal, Vellammal College, Chennai, An alumna of English Major were among the persons who participated.

Support:

1. The alumnae from outside contributed Rs.55,410/- for the construction of a new library building.

2. The alumnae staff members of our college contributed a sum of Rs.2,55,000/- towards the same cause.

6.12 Activities and support from the Parent – Teacher Association

The following activities were held on behalf of Parent – Teachers association:

1. PTA meeting was held on 10.10.2013 for all science Departments.

2. PTA meeting was held on 12.10.13 for all Arts Departments

3. Principal gave orientation about the Collegiate education, nature of conduct of examinations and evaluation procedure by university .

4. Progress reports were issued by the H.O.Ds and class in charge.

5. Feedback was collected from parents.

6. In the even semester only parents of wards having arrears were met in person.

6.13 Development programmes for support staff

Faculty Development programme was conducted on 26.10.2013 for teaching and non-teaching staff. Prof. G. Gurubharathy, Consultant of M.S. Chellamuthu Trust and Research foundation addressed the gathering and gave a talk on Team Building, Breaking the Barriers and Time Management.
One parent is a member of the IQAC.

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

The initiatives are taken under the following heads by the institution to make the campus eco-friendly.

1. Energy Conservation

2. Use of renewable energy

3. Water harvesting

4. Plantation

5. Harardous waste management

6. E-waste management

7. Efforts for carbon neutrality.

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

Energy Conservation:

The Student 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 maintaining 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 World environmental day, by planting saplings is one of the traditions of our Institution. Students are encouraged to bring and plant saplings in the college campus. Students donate 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. Sharing notes of content through e-mail is being taken.

Efforts for carbon neutrality:

The students and staff members those who come 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.

- Conduction of classes utilizing technological aids
- Inter-departmental competitions like poster-making, paper presentations, quiz, essay and verse writing, etc.,
- Intensive career guidance given by training students in jewellery making and in soft skills.
- Yoga classes were arranged for students regularly thus enabling them to refresh their minds

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

	Plan of Action	**Action Taken**
1.	Seminar and Guest Lectures to be conducted	Seven Seminars and Eight guest lectures were conducted
2	Career guidance to be strengthened.	Coaching for competitions especially for VAO exams was given to students.
3.	Motivating students to participate in sports.	Our students participated in Basketball, Chess and Table-tennis tournaments. One student attended the football selection match at the University level. The college basketball team won the fourth place at the university level.
4.	Research activities to be promoted.	Faculty were motivated to apply for UGC assistance for Minor/Major research Projects Eleven members have applied.
5.	FDPs to be conducted	An FDP was conducted.
6	ICT usage was to be increased.	All the Departments took efforts to conduct Audio-visual classes.
7	More member of student centred activities to be focused on	30 student –centred activities were conducted, which included Inter-departmental competitions like Elocution. Essay-writing,Poster-making,Quiz,Paper-Presentation,etc.

7.3 Give two Best Practices of the institution

- Entrepreneurship Development Programme   (Annexure *i*)

- Formation of APCIAN RESEARCH FORUM (Annexure *ii*)

7.4 Contribution to environmental awareness / protection

Eco-friendly initiatives are taken in the campus in different aspects. Students are made to realize that eco-friendly attitude is the need of the hour. Awareness programmes and seminars on such events like Water-harvesting, Plantation are organized. Teachers provide and share ideas on energy conservation. Students are stressed to read articles in newspapers pertaining to the environment.

Students of each major are allotted a place each to grow plants. All the students have actively taken part in the 'Go Green Programme'. With the collective effort of all our students, we have a garden of 79 types of plants that include herbal, flowering and non-flowering plants. Potted and Bonsai plants also adorn the garden.

The Rotaract Club organized a Training Programme on making of paper bags as an alternative to plastic bags. 300 students were trained this way.

7.5 Whether environmental audit was conducted?   Yes √   No ☐

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

SWOT Analysis has been done (Annexure *iii*)

8. **Plans of institution for next year**

Website to be updated

Office Automation

International Seminars to be organized

Numbers of publications to be increased

Faculty to be initiated into research activities

Eco –consciousness to be raised among faculty and students

Hostel Day to be celebrated

Provisions for ICT based teaching to be made more accessible to all students

Plan to install solar panel, to make the campus lit by solar lights.

Presentation of Best Practice

Title of the practice: ENTREPRENEURSHIP DEVELOPMENT PROGRAMME

Goal

- To equip students with the required skills and knowledge to start and run their own business.
- To enable students to become self-reliant.

The Context

It has become the need of the day for students to be able to face competitions in the world market. Hence the need to acquire a set of skills which will complement their knowledge arises.

The Practice

The Coordinators of the Career Guidance Cell of the college chalked out a plan at the beginning of the academic year for a set of skills to be imparted to a group of students. Members of faculty and alumnae volunteered to train students in artwork, jewellery making, tailoring and cushion making. Workshops were arranged to train them in communication skills too. Students participated enthusiastically in all the sessions.

Evidence of success

Students exhibited their entrepreneurial skills on the occasion of Maha Ruby Bazaar which was held in view of the 40th year celebration of the college. Products made by the students were exhibited and sold during the inter-collegiate cultural competitions.

Problems encountered and Resources required

Lack of funds to procure materials and shortage of persons to train students were the problems faced.

Usefulness of the practice

Students have been equipped with the necessary skills to be placed in a job or for self-employment. They have become self-reliant as well.

Presentation of Best Practice

1. **Title of the Practice: Formation of APCIAN RESEARCH FORUM**

2. **Goal**

    - to create research ambience among faculty &students

    - to promote research activities

    - to motivate faculty to apply for MRP with the help of funding agencies to pursue research

    - to organize and promote inter-disciplinary research /FDP&Seminars.

3. **The Context**

    Research has become an integral part of the educational system. A teacher is always a learner. So he/she has to keep abreast of all recent research in order to cope up with the present scenario.

4. **The Practice**

    A Research forum was formed with one member from every department. Meetings were conducted periodically, motivating the members. Guest lectures were arranged to create awareness about funding Agencies.

    The Coordinator of the Research Forum intimates the members about the recent developments in the field of Research and about the funding agencies. External experts also present in the forum offer advice, and suggestions and also help us in the process of preparation of project proposals and assist us in the implementation.

5. **Evidence of Success**

    Four members applied for UGC funding and three members got it sanctioned.

6. **Problems Encountered and Resources Required**

    Lack of more spacious research laboratory is a matter of concern. More   number of computers with internet facility is also required.

Annexure iii

A.P.C. MAHALAXMI COLLEGE FOR WOMEN, THOOTHUKUDI

SWOT ANALYSIS- 2013 to 2014

STRENGTHS

- Accredited by NAAC with 'A' grade
- Highly qualified teachers
- Conducive academic ambience
- Participation of all teachers in quality assurance activities
- Fair distribution of duties to members of staff
- Active PTA, Alumnae Association, Counselling club, Placement cell

WEAKNESSES

- Moderate soft skill development programmes
- Limited achievement in sports and games
- Not enough time for staff to plan more events
- Lack of technical skill to use smart board
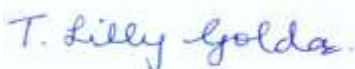- Budget constraints for improvement of infrastructure

OPPORTUNITIES

- Committed staff to coordinate various activities proposed
- Willing non-teaching members to assist staff in all activities
- Selfless management to offer all sorts of assistance
- Keeping abreast of recent trends in respective areas
- Provisions to increase score at reaccreditation

THREATS

- Changing demands global market for employment
- Preparing students for career progression
- Difficulty in keeping pace with improving technology

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

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

————***————