

REACCREDITATION REPORT

NAAC Track ID - TNCOGN12548

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL



KUMARARANI MEENA MUTHIAH COLLEGE OF ARTS & SCIENCE (Co-Ed.)

(Affiliated to the University of Madras)

No.4, Crescent Avenue Road, Gandhi Nagar, Adyar, Chennai - 600 020 Tamil Nadu

Email: principal.krmmc@gmail.com Website: www.krmmc.ac.in



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To

The Director

National Assessment & Accreditation Council (NAAC)

Bangalore

Sub:- Submission of Self Study Report for Reaccreditation Cycle-2

Ref : NAAC Track ID – TNCOGN12548

Dear Sir,

Please find enclosed herewith five copies of Self Study Report for Reaccreditation and one CD for the same, for your perusal and further necessary action.

We are anxiously awaiting to hear from you soon, on your decision for peer team inspection.

With good wishes and regards

Thanking you

Yours Sincerely,

Dr.P.T. Vijayshree

Principal

PREFACE

Kumararani Meena Muthiah College of Arts and Science, affiliated to the University of Madras, under the dynamic leadership of **Dr. Mrs. Meena Muthiah**, *Secretary and Correspondent* has a clear vision of empowering, enhancing and enabling the students to possess the required skills in all facets of managerial, communication and life skills.

The college was started in the year 1996 and it offers today ten undergraduate and two postgraduate courses in Shift I and two undergraduate courses in Shift II with strength of 1200. The college has state of the art infrastructure with well equipped library, labs and effective coaching by a team of dedicated staff members.

The college has been accredited by NAAC (National Assessment & Accreditation Council) in 2006 with ‘B’ Grade. It gives us immense satisfaction and pride that we have been maintaining high standard of quality at all levels since accreditation. It has also helped us to introduce suitable reforms within the institutional framework to enhance the existing quality in all spheres. We are thankful to NAAC for providing a great support towards quality assurance.

The institution has been preparing for the second cycle of accreditation with great efforts for the past one year. It has brought rich experience to work together towards self analysis of SWOT. The report brought together all teaching, non teaching and support staff to involve as a team in the preparation of the Self study report.

The college focuses to march with academic excellence on one hand and on the other to drive towards techno savvy societal transformation. We also seek suggestions for further development of the college after the Reaccreditation.

Sd/-

Dr. P.T. Vijayshree

Principal

KUMARARANI MEENA MUTHIAH COLLEGE OF ARTS AND SCIENCE

Affiliated to the University of Madras

NAAC RE-ACCREDITATION – SECOND CYCLE

JUNE 2014

Steering Committee

Chair Person : **Dr.P.T. Vijayshree**

Principal

Members : **Mrs. R. Selvi**

*Vice Principal & Director, Student Affairs,
Head, Dept of Electronics & Communication Science*

Mrs. S. Ammani, *Director IQAC,
Head, Dept of Mathematics*

Mrs. Anitha Vinodhraj, *Director, Students' Alumni,
Asst. Prof of Mathematics*

Mrs. R. Vijayalakshmi
*Director, Skill Development & Healthy Practices,
Head, Dept of Commerce*

Mrs. C.K. Babini, *Director Academics,
Head, Dept of Microbiology*

Dr. M. Alagammai, *Director, Placement Cell,
Asst. Prof of Commerce*

Mrs. V. Sumathy,
*Co-Director, Research and Consultancy Forum,
Asst. Prof of Mathematics*

Mrs. B. Hema,
*Director, Dr.Meena Muthiah Centre for Entrepreneurship,
Head, Dept of Corporate Secretaryship*

Special Appraisal

Committee Member : **Mrs.B. Nagamani**

& Operations Head *Asst Prof of Microbiology*

Working Committee

Criterion I. Curricular Aspects

Mrs. C.K. Babini, *Director Academics,
Head, Dept of Microbiology*

Mrs. R. Vijayalakshmi, *Director, Skill Development & Healthy Practices,
Head, Dept of Commerce*

Criterion II. Teaching – Learning and Evaluation

Mrs. Anitha Vinodhraj, *Director, Students' Alumni,
Asst. Prof of Mathematics*

Mrs. L. Mathukrithigha, *Director, Placement Cell,
Head, Dept of Computer Applications*

Criterion III. Research, Consultancy & Extension

Mrs. S. Ammani, *Director IQAC,
Head, Dept of Mathematics*

Mrs. L.M. Santhi, *Director, System Management Services,
Head, PG Dept of Information Technology*

Criterion IV. Infrastructure & Learning Resources

Mrs. B. Hema, *Director, Dr.Meena Muthiah Centre for Entrepreneurship,
Head, Dept of Corporate Secretaryship*

Mrs. R. Sangeetha, *Director, Extension Services,
Head, Dept of Business Administration and Economics*

Criterion V. Student Support & Progression

Dr. M. Alagammai, *Director, Placement Cell,
Asst. Prof of Commerce*

Mrs. Kavitha,
Head, Dept of Computer Science

Criterion VI Governance & Leadership

Mrs. R. Selvi, Vice Principal & Director, Student Affairs,
Head, Dept of Electronics & Communication Science

Mrs B. Nagamani
Asst Prof of Microbiology

Criterion VII Innovative Practices

Mrs. V. Sumathy, Co-Director, Research and Consultancy Forum,
Asst. Prof of Mathematics

Technical Support & Creative Services

Mrs. B. Nagamani,
Asst Prof of Microbiology

Mr. Gopinath,
Asst. Prof, Dept of Electronics and Communication Science

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About the college

“Education as I visualize is not mere learning, but is to be fused with national pride and patriotic values: making every student aware of our rich inheritance of culture and the greatness of our nation”-

Dr. Mrs. Meena Muthiah, *Secretary and Correspondent.*

Founded in 1996, Kumararani Meena Muthiah College of Arts and Science is one of the premier educational institutions of Chennai, affiliated to the University of Madras. **Dr. Mrs. Meena Muthiah, Secretary and Correspondent,** granddaughter of a great visionary late Raja Sir Annamalai Chettiar is a living legend and a pioneer in music, arts, education and health. *Meena Aunty* as fondly called, is a wonderful leader, an epitome of tradition, heritage and modernity too. Her mission is to impart education, which moulds the young minds to acquire the required skills to suit the changing scenario in job market along with value driven principles for life.

The College

Kumararani Meena Muthiah College of Arts and Science for Women, was started in the year 1996 with five undergraduate courses at the premises of Chettinad Vidhyashram. In 2000, the college moved to its own premises at Gandhi Nagar. With her pragmatic outlook, she converted the women's college to a co-educational institution in the year 2001. Under her dynamic leadership, the institution has grown and now offers ten undergraduate courses and two postgraduate courses with strength of 1087. In 2011, the college also started shift II – B.Com Accounting & Finance and BCA affiliated to the University of Madras.

The college has state of the art infrastructure with well equipped library, labs, sports ground, air conditioned auditorium, gym etc. The institution has a perfect ambience to give the best to the students and to get the best from the students.

The Chettinad Kalaikoodam, yet another milestone which was started in the year 2009 in technical collaboration with Directorate of Distance Education, Annamalai University, offers one year Diploma in Bharatha Natyam and Masters in Dance (Specialization in Bharatha Natyam). In addition to this the collaborators have proposed to introduce MBA in Entrepreneurship Development, Diploma in Travel and Tourism Management, Diploma in Small Business Management and Diploma in Clinical Lab Techniques from this year.

Faculty

Effective coaching is given to the students by a team of dedicated staff members. The work culture is highly democratic. The faculty members participate and organise various seminars at different levels. Quality papers have been presented and published. Some of the staff members have published books and course material too. The management also encourages the staff members to pursue research. There are 6 teachers with Ph.D degree and majority staff members hold M.Phil degree. 13 staff members are pursuing Ph.D. There are 7 qualified teachers with NET/SLET and two staff members serve as research guides. Teachers are also members of Academic Council, professional and social organizations. Faculty members are optimistic and are given full freedom to put forth various constructive ideas to strengthen the roots. The faculty encourages the students and initiate research projects for the topics beyond their syllabus. This makes the teaching learning and work environment relevant to the goals and objectives of our leader, Dr. Mrs. Meena Muthiah.

Students

Students excel in academics and every year they secure university ranks in varied disciplines. Students are admitted on merit basis and priority and preferences are given to the students from the socially backward community, women, sports personnel etc. Remedial classes in the form of tutorials are also provided for weak students and slow learners. Internet facility is also available and LCD and audio-visual aids are used for the learning process. Students participate in various intra, inter department and intercollegiate competitions which brings out their talents. Students who excel in sports are also given training in various events

Our framework

The management has well planned framework and all work towards the vision and objectives of the institution. It ensures a process plan route towards quality in all the activities and programs. The college is keen at every stage with various bench marking methods in bringing innovative ideas and conceptual structure for its development and progress. The administration has a cross functional framework on one hand and self directed on the other for efficient functioning. Quality is assessed periodically and suitable relevant remedial measures are taken.

Our benchmarks include- directors, coordinators and members with various portfolios, learning from others experiences, adapting their own style, to develop action plans, monitoring progress and execution for successful output.

Other details

- Departments have certificate and value-add on courses to equip the students skill set. All the departments organize study tours, industrial visits and other general tours to understand the importance of environment.

- The IQAC collects the students' feedback to assess the delivery of service. The data is scrutinized and relevant suggestions are given. An Open Forum is also organized by IQAC.
- Students are kept abreast of latest happenings in their respective disciplines through Career Counseling, Seminars and Association activities, Workshops, and Placement Cell in the campus.
- The college also has a Grievance cell to consider the student problems and a Women Counseling Cell related to problems of women students.
- A Student's Welfare fund is utilized in helping the needy students for academic purposes.
- Students involve themselves actively in community programs through NSS, Rotaract Club, Youth Red Cross, Nature Club, Red Ribbon Club Leo Club, etc.
- Dr. Meena Muthiah Study Centre for Entrepreneurship extends its activities to foster the spirit of entrepreneurship among youth in and around Adyar. ED Cell also promotes and trains the corporate students to become job providers.
- The college has a research and consultancy wing, professional training wing, women's forum and vocational training centre for community development.

All the above constituents strive towards the realization keeping in mind the vision and mission of the management.

Significant Milestones

Academics

- Students excel in academics and the college secures **University Ranks** almost every year in various disciplines

| Year | No. of ranks |
|-----------|--------------|
| 2005 - 06 | 3 |
| 2006 --07 | 4 |
| 2007 - 08 | 3 |
| 2008 - 09 | 5 |
| 2009 - 10 | 7 |
| 2010 - 11 | 6 |
| 2011 - 12 | 12 |
| 2012 - 13 | 6 |

- A Model presentation Final fantasy was selected for the **Young Scientist Award** in 2008 from Nobel Laureate Dr Venkatanarayanan on the eve of 150th Celebrations of Madras University. The recipients of the award were **S. Sarada, M. Brinda, Saranya Subrmanian and K Kaushik.**
- **Madras University Recognition Award** was given to M. Madhumita for her excellence in singing and for Mr Upendran for Cultural activities during 150th Celebrations of Madras University.
- Best paper Award was given to **Aruna Benerjee** in 2007 for presenting a paper during Science Congress at Rajasthan.
- Our college won the third place for the **Best Performance** during 2007-08 in the **Republic Day Celebrations** by the Governor of Tamil Nadu.
- Our college started Diploma in **Bharata Natyam** in 2008 and extended the same to Master's degree in 2010 in collaboration with Annamalai University.
- **R.T.Pavendan** of B.Sc Mathematics won first prize of Rs 10000 for 3 consecutive years (2010-13) in the district level Tamil Development Board in Poetry writing Competition conducted by *Tamil Valarchi*

Thurai. He also represented the district in the state level seminar/workshop conducted by Tamil Development Board (*Ilam Thamizhar Ilakkiya Pattarai*) at Sri Rangam for a period of 10 days.

- **Abhijit Tagade** of B.Sc Mathematics won the fourth prize in Ramanujan 125th year Mathematics Talent Search competition conducted by University of Madras. He was also selected to attend thematic summer camp on finite fields at Institute of Mathematical Sciences
- **S.Karthick** of III B.Sc (CS) & **Gowrishankar** of II BCA are the toppers of Creative Talent Search by IMAGE INFOTAINMENT LTD, during the year 2111-12. Free Education was offered on Computer Graphics.
- During 2011-12. **S.Hanisha** II CS was selected in Audition by Raj TV in *TAMIL PESUM KADHANAYAGI*.
- During 2012-13, **R. Archana** of BCA was selected for VJ in Captain TV, and she won the 1st place in *Neeya Naana* Vijay TV and **Adeeba Fathima** of III B.Sc (CS) was selected as Junior Assistant in Director of Technical Education through TNPSC Exam (Group 4)
- **R. Sudarshan and S. Aravindakshan** of B.Sc Microbiology retained Mohammed Mohideen Rolling Shield from New College in Science Quiz for two consecutive years (2006 -08) and later the same shield was won by G. Kaushik and G. Venkateswaran (2008-09)
- **S. Varun** (2011-14 batch) of B.Sc Electronics and Communication Science has many laurels to his credit.
 - won first place in Chennai Science Festival State-Level Oratorical Competition, Youth Red Cross Oratorical Competition and PAPARAZZI (Video Reporting) at Anna University
 - won second Prize a cash award of Rs 3000/- at Debate at New College and for Paper Presentation on Renewable Energy Sources at JBAS College of Arts & Science
 - won third prize at State Level Oratorical Competition at Mohd. Sathak College of Arts & Science
- **Anjali Raju**, and **P. Malini**, (2008-09) from III B.Com and **B. Umamaheswari**, II B.Com CS won a cash prize at Indian Traditional Dance *Avai Kalal Kazhagam*

- **Vineet K.H,** II B.Com II Prize at All India University Level
Mridangam Competition
- **R. Sushmitha, K. Vinod Kumar & Vaidyanathan,** I B.Com.
Abhinav, II B. Com, **Krishna Kumar** III B. Comand K. Nithya of
III BCS were selected for a folk dance in Makkal TV
- **Dharathi Nirmala, Sushmita, Solai Annamalai,Suryakanth,
Opplivasan,** I. B.Com – Cash Prize at Cultural Programme at
All India Radio

Sports and Extension Activities

- Students excel in sports and received awards at University, State and National Level (1 National Level in Tabla, 1 State Level in Judo and 3 in University level in Culturals)

Research Centre

- Dr. Meena Muthiah Research Centre for **Youth Entrepreneurship** was started in 2008 to foster the spirit of entrepreneurship among youth. The centre aims at :
 - Activity oriented programs
(to support youth entrepreneurs through education and training.)
 - Research oriented activities
(organize seminars, research projects, statistical surveys and publish papers)
 - Community development projects
(to create awareness among women in various fields)

Staff Publications

- Many books are being published by staff members which are recognized and recommended by the University of Madras
- Many staff members present research papers which are published in leading journals in India.
- Many projects are being allotted to students beyond the scope of syllabus to motivate them in research activities.

Excellence in education is being attained under the able guidance of Dr. Mrs Meena Muthiah since the inception of the college from 1996. She has inherited

the tradition of her ancestors especially in the field of education. The motto '***strive, save and serve***' is well illustrated in all the planned academic performances keeping in mind the changing technological scenario and competitive nuances of the job market. The college's exclusive USP as an institution is that all the constituents' work towards developing each student a holistic individual to face the world tomorrow. Flexibility in the work environment and modernity in approach, the college continues to sustain the value based education on one hand and catering to the needs of the society on the other hand.

Every seed has in it the potential to become a forest

Every rock in it has a potential to become a statue

Every human being has in him the potential to become great

Executive Summary

Criterion I : Curricular Aspects

- The vision and mission of the college work towards a systematic scientific approach fused with values and making students globally competent and socially responsible.
- The curriculum which is designed by the University of Madras is effectively implemented through innovative teaching methodologies and ICT learning with value added courses.
- Many of the faculty members are the members of Board of Studies and Examination Boards of the University of Madras and other autonomous colleges in Chennai.
- Indian Council of Cultural Relations and Students Association for Expatriates. of the college helps to cater the needs of the International students.
- The college follows the norms of University of Madras for admission procedures and has structured fees.
- Since self-financing, and affiliated to the University of Madras, the curriculum design, evaluation and feedback is according to the University of Madras and other statutory bodies.
- The college offers flexibility in learning. Students are offered Diploma and Masters in Bharatanatyam through Distance Learning Program.
- Though the college follows the syllabi prescribed by the University of Madras, the college has its own framework whereby various value add-on courses and activities through extension services are offered which contributes to the holistic development of the student.

Criterion II : Teaching Learning Evaluation

- Publicity is given through advertisements in newspapers, websites pamphlets, programs in TV channels, bulk SMS's, prospectus etc.

- The admission procedure followed by the college is very transparent. Students are admitted on the basis of merit, preference to first generation graduates, excellence in the field of sports and extracurricular activities, economically weaker sections, women etc.
- Orientation programs for the freshers familiarizes the first year students about the Choice Based Credit System pattern, programs of the college, Teaching and Learning processes and feedback mechanisms.
- Monthly tests, cycle tests, mid semester examinations, remedial classes for slow learners are organized. Tutorial classes are provided for weaker students.
- Mentor -Ward system is followed.
- Facilities are available to differently abled and disabled
- A committee is set up for academic calendar.
- Student centered learning and ICT learning methods are followed in teaching learning processes.
- Faculty development programs, seminars, paper presentations, publications and registration for Ph.D are encouraged.
- Selection of staff for teaching is purely based on selection panel constituted by the University of Madras.
- Parents and alumni are invited for constructive contribution.
- IQAC is an active cell of the college which strives to sustain quality at all levels.
- Recognition is duly awarded to the faculty by the management for their meritorious services.
- Open forums are conducted and feedback is obtained at the end of each semester.
- Parent teachers meet is arranged twice before the end of each semester.

Criterion III : Research and Consultancy

- The Research Committee of the college encourages faculty to take up projects, present and publish papers at various seminars, workshops, national and international conferences.

- The Research Committee also brings out an in-house journal *The Reach*, which encourages the staff to publish their articles.
- As a part of Faculty Development Program, the management encourages the staff to enhance their academic qualification by granting permission to register for Ph.D and other related courses.
- They also publish articles in national and international indexed journals. Some of the faculty members also have published course materials for various subjects.
- The management provides seed money for research to the faculty to undertake projects.
- Students are also encouraged to take up projects on their subject and general issues too.
- Two faculty members are registered guides for Ph.D, M.Phil and M.B.A programs.
- The college has taken initiatives to collaborate with other organizations for survey and research.
- Informal consultancy has been provided by the faculty and outside experts too.
- ISR activity aims to provide community services through all its activities and research programs. The ISR activity is done by the college as one unit throughout the year.
 - Dr Mrs Meena Muthiah Study Centre brought out two books on Women's empowerment and entrepreneurship
 - Dr Meena Muthiah Community Development Centre helps the general community and poor women students with Vocational Training
 - The college conducts KPL (Kumararaja Premier League), a tennis ball cricket tournament between colleges and corporate with themes based on social awareness to public. Season I was based on Road Safety programs and Season II was based on Environment awareness.
- Extension Service units of the college are very active and work with devotion towards a common goal. Staff and student volunteers of Rotract, NSS, Nature Club, Leo Club and YRC have participated

enthusiastically in various activities related to services that motivate them to reach out to the needy.

- The NSS unit has adopted Rani Meyammai Girls Higher Secondary School and trains them in various fields.
- Activities like Blood donation camps, Rally Programs are organised for social cause. Health camps also have been conducted for staff, students and students of neighbouring schools. The services rendered have been recognized and the extension services received awards for the same.
- The college has collaborated with various organizations, industry for research. Students' training, Placement Curriculum desk, Internships etc. have been arranged at local national and international levels.
- General projects, surveys, activities of extension service units create a sense of social responsibility in the minds of the students.
- The extension service units strive to create community orientation in the students by organizing community development programs for the neighborhood.

Criterion IV : Infrastructure and Learning Resources

- The college is spread around 2.5 acres of land in the heart of the city at Adyar.
- The physical features of the college includes adequately furnished class rooms, staff rooms, well equipped laboratory & library, air conditioned auditorium, audio visual rooms, four halls and an open air theatre to conduct various events and programs, office room, Gym etc. Fire extinguishers and other basic amenities are also available.
- A separate playground of 4.7 acres is available adjacent to Adyar river for various sports activities.
- Infrastructure is effectively and optimally used for academics and sports. Intercom facility, computer with printer with latest technology is provided to all the departments.
- Outside agencies like UGC-CSIR, University of Madras, nationalized and private banks and other organizations make use of the college facilities for the conduct of examinations, central valuation and cultural

programs. The sports ground is also made available for other agencies, and corporates for sports activities.

- Budget is allocated to maintain the infrastructure.
- Support staff for maintenance and repair is exclusively available and counter check up of instruments is done under the supervision of the Principal.
- The college plans for updating library every year. Separate hours are allotted to visit the library and a Best Library User Award is initiated to motivate the students to use the library optimally.
- Partial computerization of the library is being done. The institution also has applied for Inflibnet with the University of Madras.
- The update of the library books is put up on the Notice Board along with the first page of the new arrival.
- Updated computer facility with licensed software, access to the internet, ICT technology is provided,
- LCD projector is made available in the audiovisual room which is effectively used by all the departments.
- Equipments are serviced under Annual Maintenance Contract.
- Sports room for the conduct of indoor games is available.
- Health Centre is available which caters to the health related issues of all departments.
- Active participation and accolades are the highlights of the sports and culturals.
- Common facilities include staff rooms, rest rooms, canteen, health care, vehicle parking, guest house, telephone, intranet, internet etc.
- Sustainable good practices for ensuring adequate infrastructure are provided to facilitate the student learning.

Criterion V : Student Support and Progression

- Students are admitted from various socio economic backgrounds.
- The institution provides scholarship to the needy and deserving students.
- The counseling of the students is done by the staff and Principal to monitor the issue of ragging in the college.

- 31 % of the UG students and 8 % of the PG students have progressed to higher studied. 44% of the UG students and 70% of the PG students are employed.
- 70% of the students are placed every year.
- Career guidance Counseling Cell takes the initiatives to conduct various mock tests to create awareness about the general exams.
- The college has a good academic performance and the students score University Ranks every year.
- The college publishes hand book, prospectus, college magazine, newsletters, *Kayarmeem Reflections* for the publicity of the activities of the students.
- The college provides fee concession for economically poor students. Meritorious students from the schools run by the same management are awarded scholarship. Management also recommends deserving students for scholarship from various charitable trusts.
- Counseling of the students focuses them towards the positive thoughts. Teachers act as facilitators with self imposed discipline.
- The college provides students safety insurance schemes through University of Madras, subsidized canteen facilities, students counseling support, regular parent teachers meet. The staff involves themselves actively in the welfare of the students.
- The coordinators of Students Association for Expatriates take care of the foreign students and help them till the completion of their study.
- Placement Cell and Career Guidance Cell caters to the needs of the students effectively.
- The college has an Entrepreneurial Development Cell and a special unit called Dr Meena Muthiah Study Centre for Youth entrepreneurship.
- The college has a Women's cell and Grievance Redressal Cell where the grievances are redressed.
- The alumni association of the college, *The Footprints*, organizes the reunion of the alumni twice a year. The reunion is organised on scheduled dates (3rd Saturdays of August and January) where they share their views and experiences and contribute generously to the Students Welfare Fund.

- Extra-curricular activities for intra and inter departments are organised every year. Students also participate in various inter college activities in Academics, Sports and Culturals.
- In sports students have been selected to represent Madras University at A Zone level.
- The college has an annual magazine, newsletters, sports magazine department magazines, e-news letters and also publishes various projects done by the students.
- Students' feedback is sought every semester and suggestions for development is discussed.
- The students' council is very active and they organize all events with the guidance of the staff coordinators.
- Vocational Training Courses like Tailoring, Jewellery Making, Hardware, Networking, Mobile Servicing etc based on their choices are offered to all first years. First years are also offered with Journalism in Tamil and English, Web technology, Web systems etc.
- Certificate value add-on courses are provided to second years on Tally, Photoshop, Vermicomposting etc. by rotation.
- Students' enhancement and achievement to reach their goal forms the main goal of all the departments.

Criterion VI :Governance and Leadership

- The vision and mission of the institution is to provide value based quality education, train students to be globally competitive which contribute to the holistic development of the individual.
- Secretary visits the college daily and involves in all day to day governance.
- Management has quality check up for audit and maintenance.
- Three tier system (The Governing Body Council, Board of Directors / Head of the Department and Student Council) is maintained by the college which act towards the quality services at all levels.
- Effective leadership and committed visionary of the Secretary help in the realization of the goals and the objectives of the institution.

- Pro-student approach, conflict – free campus, environmentally conducive atmosphere for teaching attracts the stake holders.
- Decentralized mechanism by the formation of Directors, who help to implement various programs. Principal acts as the Chairman of the Council in managing the work of these committees with transparency.
- College has a Grievance cell for the staff which is directly addressed to the management by the Principal.
- Work environment is conducive, faculty initiate skill sharing, encouragement from the management to update knowledge and empowerment are the greatest highlights of the college.
- Feedback and self assessment are discussed through IQAC for both staff and students.
- Management allocates budget for professional development by sponsoring for the conduct of conferences, seminars and workshops.
- Income is generated only through fees as the college is self financing. All the expenses are budgeted and program events are conducted based on it.
- Software is available for administrative processes like issue of Transfer Certificate, calculation of the salary for staff, payment of fees etc
- Management fully encourages student performance both in academics and extra-curricular activities by awarding cash prizes and medals.
- Management under the leadership of the Secretary provides secular system of education with the goal to make them competent to face the challenges ahead.

Criterion VII : Innovative Processes and Best Practices

- Many innovations have been introduced which has created positive impact like ICT mode of teaching and learning process, continuous and comprehensive evaluation, skill development training, various healthy practices, conduct of Bridge courses, etc
- KRMMC's - '**THE REACH**' an in-house research journal, inspires students and faculty to publish research findings, statistical research survey reports by the students of Mathematics etc.

Establishment of Dr. Meena Muthiah Study Centre which aims to function with special focus on research and action oriented programs to convert job seekers into job creators.

- Students' feedback by IQAC through questionnaire helps to impart better system of education. College maintains quality at all levels through IQAC.
- Institution is built with a mechanism where the ethics and values are maintained at all levels.
- Counseling the students focus towards the positive thoughts. Teachers act as facilitators with self imposed discipline.
- Selection of staff for teaching is purely based on selection panel constituted by the University of Madras.
- Parents and alumni are invited for constructive contribution.

Best Practices

- Recognition to staff and students, P.V. Madhavi Award, Kali Selvi award, Subhashini Award, Proficiency prizes both at College and University level. Kumararaja Muthiah Memorial Rolling Trophy for various intercollegiate sports events etc.
- The alumni donate generously towards the fees of poor and deserving students, arrange in-plant training for the current students, and also help in bringing core placements.
- The management also provides students plenty of opportunities to show case their talents in various cultural events in the college.
- The college also organizes a **weekly bazaar** to inculcate the spirit of entrepreneurship among the students.
- The college celebrates **Women's day** every year. *Poodhumai Poovaiyar* 2013 was organized in association with Aval Vikatan and Lions Club of Mambalam.

SWOC Analysis

Strengths

- The college has excellent infrastructure, supportive and encouraging management
- The faculty is highly motivated, qualified, experienced and dedicated.
- Expert guidance and innovative teaching methodology is adopted by the faculty.
- Best and Hi-tech lab facilities for science departments are available with which individual students have hands on training.
- The Computer department is provided with two excellent computer laboratories with high speed internet connectivity for all the departments, licensed software, LAN facility for more than 125 computers.
- The college is equipped with a computerized and well organized Central Library with large number of text and reference books for each discipline and funds are allotted every year for the purchase of latest additions in each department.
- Faculty try to bring out the innate talents of the students, improves their attitudes, counsels them wherever necessary and molds them to a holistic individual.
- College produces good academic University Ranks every year.
- Healthy practices like Morning Assembly is organized on every Monday with the current news, *Thirukural*, verses from Bible, Koran etc and recitation of slokas.
- Well placed Alumni in prestigious institutes who regularly keep in touch with the departments and counsel the present students.
- Teachers actively participate in various faculty development programs and update their knowledge with the current scenario and publish papers in National and International Conferences.
- Cash awards & accolades, special appreciation prizes for the students who excel in academics, sports, extension services and extracurricular activities are given away by the management.
- Management also initiated faculty awards in recognition of their

services in various fields which motivates them and adds strength to the college.

- Dr Meena Muthiah Study Centre for Youth Entrepreneurship and Vocational Training Centre is very active catering to the needs of the society.
- The Research Wing of the college brings out 'an in-house magazine *The Reach* to encourage the faculty to publish their articles.
- Parent-Teacher's Meet is organized twice every semester to update the students' progress in academics and also discusses with them their personal issues if any.
- Sports and Cultural activities are also encouraged with equal importance along with academics.

Weakness

- Lack of communication skill in English from Tamil Medium students is a setback for students' growth.
- Aptitude of the students to higher education is changing which makes it very difficult to counsel them as they are not clear about the choice of their career.
- The college has few Ph. D degree holders
- More efforts are to be taken to increase academic industry tie ups and collaboration with labs for projects

Opportunities

- Opportunities are also created for sports personnel to participate in various national state and intercollegiate tournaments. Students also participate in The Republic day Parade.
- Excellent placement opportunities with leading companies, Campus to Corporate pre-placement training is also provided. The wing also initiated a forum to have an interface with the industry.
- Students are encouraged to take up Value-add on courses, and Part time jobs and patronizes *Earn while you Learn*
- Intercollegiate Bazaar is also organized to enhance the entrepreneurial skills of the students and to encourage self employment
- Weak students are given extra attention after college hours.

- Students of first and second year Science discipline are sent for training in prestigious labs with the help of alumni to have an edge over others as they finish their graduation.
- Professional Training Wing is established to provide training for various competitive examinations for multinational companies, banking sector, and public service commission examinations etc.
- *Gurukul*, special skill development training with spiritual practices like yoga and slokas for students of all disciplines is also practiced.

Challenges

- There is a regression in student's admission to all science disciplines due to the mushrooming of Engineering Colleges.
- Increased and immediate job opportunities in the Arts and Engineering stream have decreased the scope of Science & Research which normally takes long time.
- Introduction of vast number of courses with narrow disciplines also creates confusion for the students in their choice.
- Lack of drive in the students to take up higher studies, and focusing them towards their goals poses a challenge.
- Increased percentage of first generation learners.

Looking Ahead : Future Plans

- To conduct professional training and research programmes in various subjects for the benefit of students.
- To create job creators than jobseekers
- To increase the student strengths in science disciplines by conducting workshops to school children
- To conduct seminars, symposium and conferences in all the disciplines
- To conduct workshops and to bring in core placements.
- To conduct job fairs, certificate courses & faculty development programs
- To do more research projects
- To organize several job oriented activities
- To create link between different business schools and organizations for student exposure & learning
- To publish more books
- To improve the areas of consultancy
- To reach the unreached through entrepreneurship and development
- To tie up with NGO's and ED consultants for social and economic development

Profile of the College

1. Name and Address of the College:

| | | | |
|-----------|--|---------------|--------------------|
| Name : | Kumararani Meena Muthiah College of Arts & Science (Co-Ed.) | | |
| Address : | 4, Crescent Avenue Road, Gandhi Nagar, Adyar, Chennai | | |
| City : | Chennai | Pin : 600 020 | State : Tamil Nadu |
| Website : | www.krmmc.ac.in | | |

2. For Communication:

| Designation | Name | Telephone with STD code | Mobile | Fax |
|---------------------------------|--|-------------------------|----------------|-----------|
| Principal | Dr. P.T.Vijayshree vshree_krmmc@yahoo.co.in | O: 044 24450923 | 98416 71444 | 2440 3931 |
| Vice Principal | Mrs R. Selvi selvi_krmmc@yahoo.co.in | O: 044 24450923 | 94447 18443 | 2440 3931 |
| Steering Committee Co-ordinator | Dr. P.T. Vijayshree vshree_krmmc@yahoo.co.in | O: 044 24450923 | 98416 71444 | 2440 3931 |

3. Status of the Institution : Affiliated College / Constituent College

4. Type of Institution:

- a. By Gender
 - i. For Men
 - ii. For Women
 - iii. **Co-education**
- b. By Shift
 - i. Regular
 - ii. **Day**
 - iii. Evening

5. It is a recognized minority institution? : No

If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

- 6. Sources of funding: Government : Self Financing
Grant-in-aid Self-financing Any other**
- 7.** a. **Date of establishment of the college :** 01.08.1996
- b. **University to which the college is affiliated /or which governs the college (if it is a constituent college) :** University of Madras
- c. **Details of UGC recognition:** Nil

| Under Section | Date, Month & Year | Remarks(If any) |
|---------------|--------------------|-----------------|
| i. 2 (f) | | |
| ii. 12 (B) | | |

(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

- d. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.) Nil

| Under Section/ clause | Recognition/ Approval details institution/Department Programme | Day, Month and Year | Validity | Remarks |
|--------------------------|---|---------------------------|----------|---------|
| i. | | | | |
| ii. | | | | |
| iii. | | | | |
| iv. | | | | |

(Enclose the recognition/approval letter)

- 8. Does the affiliating University Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?**

Yes No

If yes, has the College applied for availing the autonomous status?

Yes No

9. Is the college recognized

a. by UGC as a College with Potential for Excellence (CPE)?

Yes No

If yes, date of recognition:

b. for its performance by any other governmental agency?

Yes No

If yes, Name of the agency ... and Date of recognition:

10. Location of the campus and area in sq.mts:

| Location | Urban |
|---------------------------|------------------------|
| Campus area in sq. mts. | 2.5 acres |
| Built up area in sq. mts. | 1,37,925 sq. ft |

(*Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility & provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

- Auditorium/seminar complex with infrastructural facilities
 - A/C auditorium with LCD and a seating capacity of 400
 - Audio-visual room with LCD and a seating capacity of 150
 - Open Air theatre for the conduct of Assembly etc

- Sports facilities :

Outdoor Facilities :

Volleyball Courts (2) , Football field, Cricket Ground,
Kabaddi & Throwball Court, 200 mts track, Kho-kho field

Indoor facilities :

Table tennis, Chess, Carrom,

- Play ground : **4.7 acres** of playground adjacent to Adyar river

- Swimming pool : **No**
 - Gymnasium : **Yes**
 - Hostel
- Boys' hostel : **Nil**
- i. Number of hostels
 - ii. Number of inmates
 - iii. Facilities (mention available facilities)
- Girls' hostel : **Yes**
- i) Number of hostels : **1**
 - ii. Number of inmates : **11**
 - iii) Facilities (mention available facilities)
 - Boarding and Lodging
 - Transport facilities to college
 - Well secured with a warden
- Working women's hostel : **Nil**
 - i. Number of inmates
 - ii. Facilities (mention available facilities)
 - Residential facilities for teaching and non-teaching staff **Nil**
(give numbers available — cadre wise)
 - Cafeteria : **Available**
 - Health centre : **First Aid**
(First aid, Inpatient, Outpatient, Emergency care facility, Ambulance)
 - Health centre staff : **Part Time Doctor is available**
 - Facilities like banking, post office, book shops : **Nil**
 - Transport facilities to cater to the needs of students and staff : **Nil**
 - Animal house : **Nil**
 - Biological waste disposal : **Nil**
 - Generator or other facility for management/ regulation of electricity and voltage : **Available**
 - Solid waste management facility : **Vermicomposting**
 - Waste water management : **Nil**
 - Water harvesting : **Available**

12. Details of programmes offered by the college

(Give data for current academic year) - **2011-12 & 2012-13**

| Sl. N o | Progra m Level | Name of the Program / Course | Dura tion | Entry Quali fica tion | Medium of instruc tion | Sanctioned/ approved Student strength | No. of students admitted | |
|--------------------------|--|---------------------------------|--------------|--------------------------------|------------------------------|--|-----------------------------|-------|
| | | | | | | | 12-13 | 13-14 |
| UG | B.Sc.- Mathematics, Comp. Science BCA (Shift I) BCA (Shift II) Microbiology Elect. & Comm.Science Biotechnology B.Com Gen. B.Com Corp. B.Com (A & F) BBA BA Eng | | 3 yrs | 10 + 2 | English | 32 | 9 | 9 |
| | | | | | | 50 | 50 | 49 |
| | | | | | | 55 | 55 | 55 |
| | | | | | | 50 | 17 | 21 |
| | | | | | | 50 | 8 | 10 |
| | | | | | | 32 | 10 | 11 |
| | | | | | | 50 | 5 | 13 |
| | | | | | | 70 | 70 | 70 |
| | | | | | | 70 | 70 | 70 |
| | | | | | | 70 | 43 | 19 |
| | | | | | | 70 | 70 | 64 |
| | | | | | | 70 | 9 | 7 |
| PG | M.Sc. Inf. Tech M.Sc. Biotech | | 2 yrs | Deg. | English | 26 | 9 | 6 |
| | | | | | | 26 | 1 | 1 |
| Int..Pro grams P G | -- | | -- | -- | -- | -- | -- | |
| Ph.D. | -- | | -- | -- | -- | -- | -- | |
| M.Phil. | -- | | -- | -- | -- | -- | -- | |
| Ph. D. | -- | | -- | -- | -- | -- | -- | |
| Cert. courses | -- | | -- | -- | -- | -- | -- | |
| UG Diplom a | -- | | -- | -- | -- | -- | -- | |
| PG Dip. | -- | | -- | -- | -- | -- | -- | |
| Any Other | | | | | | | | |

13. Does the college offer self-financed programmes?

Yes

No

If yes, how many?

- 14. New programmes introduced in the college during the last five years if any?**

| | | | | | |
|-----|-------------------------------------|----|--|--------|---|
| Yes | <input checked="" type="checkbox"/> | No | | Number | 3 |
|-----|-------------------------------------|----|--|--------|---|

- 15. List the departments:** (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

| Faculty | Departments | UG | PG | Research |
|-----------|---|---|----------|----------|
| Science | Mathematics, Microbiology Computer Science, Computer Applications Electronics & Communication. Science Biotechnology Information Technology | UG UG UG UG UG UG UG | PG PG | |
| Arts | B.A - English Literature | UG | | |
| Commerce | B. Com - Gen B.Com Corp. Sec Business Administration | UG UG UG | | |
| Any Other | Masters in Dance | Distance Learning Mode Chettinad Kalaikoodam | | |

- 16. Number of Programmes offered under
(Programme means a degree course like BA, BSc, MA, M.Com)**

- a. annual system
- b. semester system
- c. trimester system

| |
|----|
| |
| 12 |
| |

- 17. Number of Programmes with**

- a. Choice Based Credit System
- b. Inter/Multidisciplinary Approach
- c. Any other (specify and provide details)

| |
|----|
| 12 |
| |
| |

18.. Does the college offer UG and/or PG programmes in Teacher Education?

Yes No

If yes,

- a. Year of Introduction of the programme(s)
and number of batches that completed the programme

- b. NCTE recognition details (if applicable)

Notification No.: Date:

Validity:.....

- c. Is the institution opting for assessment and accreditation of
Teacher Education Programme separately?

Yes No

19. Does the college offer UG or PG programme in Physical Education?

Yes No

If yes,

- a. Year of Introduction of the programme(s)...
and number of batches that completed the programme

- b. NCTE recognition details (if applicable)

Notification No.:

Date:

Validity:.....

- c. Is the institution opting for assessment and accreditation of
Physical Education Programme separately

Yes No

20. Number of teaching and non-teaching positions in the Institution

| Positions | Teaching faculty | | | | | | Non-teaching | | Technical staff | |
|--|------------------|----|---------------------|----|---------------------|----|--------------|----|-----------------|----|
| | Professor | | Associate Professor | | Assistant Professor | | | | | |
| | *M | *F | *M | *F | *M | *F | *M | *F | *M | *F |
| Sanctioned by the UGC / University / State Government <i>Recruited</i> | | | | | | | | | | |
| <i>Yet to recruit</i> | | | | | | | | | | |
| Sanctioned by the Management/ society or other authorized bodies <i>Recruited</i> | | | | | 7 | 61 | 1 | 3 | 5 | 3 |
| <i>Yet to recruit</i> | | | | | | | | | | |

*M-Male *F-Female

21. Qualifications of the teaching staff:

| Highest qualification | Professor | | Associate Professor | | Assistant Professor | | Total |
|-----------------------|-----------|--------|---------------------|--------|---------------------|--------|-------|
| | Male | Female | Male | Female | Male | Female | |
| Permanent teachers | | | | | | | |
| D.Sc./D.Litt. | | | | | | | |
| Ph.D. | | | | | | | 6 |
| M.Phil. | | | | | 3 | 29 | 32 |
| PG | | | | | | | |
| Temporary teachers | | | | | | | |
| Ph.D. | | | | | | 1 | 1 |
| M.Phil. | | | | | 2 | 20 | 22 |
| PG | | | | | 2 | 4 | 6 |
| Part-time teachers | | | | | | | |
| Ph.D. | | | | | | | |
| M.Phil. | | | | | | | |
| PG | | | | | | 1 | 1 |
| Total | | | | | 7 | 61 | 68 |

22. Number of Visiting Faculty /Guest Faculty engaged with the College.

Nil

23. Furnish the number of the students admitted to the college during the last four academic years.

| Categories | 2009-10 | | 2010-11 | | 2011-12 | | 2012-13 | |
|------------|---------|--------|---------|--------|---------|--------|---------|--------|
| | Male | Female | Male | Female | Male | Female | Male | Female |
| SC | 49 | 70 | 62 | 66 | 71 | 77 | 90 | 68 |
| ST | 1 | -- | 1 | -- | 1 | -- | 1 | -- |
| OBC | 221 | 222 | 211 | 223 | 217 | 228 | 263 | 189 |
| General | 120 | 127 | 110 | 105 | 112 | 90 | 89 | 69 |
| Others | 102 | 111 | 114 | 143 | 140 | 155 | 171 | 157 |

24. Details on students enrollment in the college during the current academic year:

| Type of students | UG | | PG | | M. Phil. | Ph.D. | Total |
|--|-------------|-------------|----------|----------|----------|-------|-------|
| | 12-13 | 13-14 | 12-13 | 13-14 | | | |
| Students from the same state where the college | 1073 | 1141 | 1 | - | | | |
| Students from other states of India | 23 | 8 | | 1 | | | |
| NRI students | -- | -- | - | - | | | |
| Foreign students | 23 | 15 | - | - | | | |
| Total | 1121 | 1164 | 1 | 1 | | | |

25. Dropout rate in UG and PG (average of the last two batches)

UG

PG

Less than 1%

Nil

26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) including the salary component

Rs. 61,021.00

(b) excluding the salary component

Rs. 47,747.00

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes

No

If yes,

a) Is it a registered centre for offering distance education programmes of another University

Yes

No

b) Name of the University which has granted such registration.

Tamil Nadu Open University

c) Number of programmes offered

2

d) Programmes carry the recognition of the Distance Education Council.

Yes

No

28. Provide Teacher-student ratio for each of the programme/course offered

| S.No. | PG Degree | Student : Teacher |
|--------------|--|--------------------------|
| 1. | M.Sc - Information Technology | 1:1 |
| 2. | M.Sc - Biotechnology | 1:1 |
| 1. | B.Sc - Mathematics | 4 : 1 |
| 2. | B.Sc – Computer Science | 28 : 1 |
| 3. | B.Sc - Microbiology | 6 : 1 |
| 4. | B.Sc – Electronics & Communication Science | 6 : 1 |
| 5. | B.Sc - Biotechnology | 6 : 1 |
| 6. | B.Com – General B. Com – A/F | 39 : 1 |
| 7. | B. Com. – Corporate Secretaryship | 49 : 1 |
| 8. | B.Com – Accounting & Finance | 17 : 1 |
| 9. | BCA - Computer Applications (Shift I) | 27 : 1 |
| 10. | BCA - Computer Applications (Shift II) | 12 : 1 |
| 11. | BBA – Business Administration | 46 : 1 |
| 12. | B.A - English Literature | 3 : 1 |

29. Is the college applying for

Accreditation :

Cycle 1

Cycle 2

Cycle 3

Cycle 4

Re-Assessment: ✓

(Cycle 1 refers to first accreditation and
Cycle 2, Cycle 3 & Cycle 4 refers to re- accreditation)

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

Cycle 1: **02.02.2006** Accreditation Outcome/Result **B Grade**

Cycle 2: Accreditation Outcome/Result.....

Cycle 3: Accreditation Outcome/Result.....

*Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.

31. Number of working days during the last academic year.

182

32. Number of teaching days during the last academic year

(Teaching days means days on which lectures were engaged excluding the examination days)

160

33. Date of establishment of Internal Quality Assurance Cell (IQAC)

13.07.2006

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

| | | |
|-------------|---------|-------------|
| AQAR (i) | 2005-06 | 20.12.2012 |
| AQAR (ii) | 2006-07 | 20.12.2012 |
| AQAR (iii) | 2007-08 | 20.12.2012 |
| AQAR (iv) | 2008-09 | 20.12.2012 |
| AQAR (v) | 2009-10 | 20.12.2012 |
| AQAR (vi) | 2010-11 | 20. 10.2013 |
| AQAR (vii) | 2011-12 | 20.10.2013 |
| AQAR (viii) | 2012-13 | To be sent |

35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information)

- Communication Skills
- ISR activities for community Development
- Youth entrepreneurship cell
- Value-add on courses
- Vocational courses

**Criteria-wise
Analytical report**

Criterion I

Curricular Aspects

CRITERION I

CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

Vision of the Institution:

Dr. Mrs Meena Muthiah, granddaughter of great visionary, Sri Late Raja Annamalai Chettiar, naturally has in her genes the vision of the institution. Her aim is to inculcate a sense of moral and cultural superiority of our nation in student's minds, thereby making them responsible and responsive citizens to suit the national and global needs. Her dream is to teach the younger generation the dignity of life and make them understand that they are born to win and succeed through hard work.

The vision is

- To give knowledge, power and self-reliance through education fused with national pride and patriotic values
- To ingrain moral values with the best of education
- To train young minds to be globally competent and socially responsible individuals
- To strive for the holistic development of the individuals

Mission of the Institution:

The mission focuses on moral and cultural values thereby illustrating the glorious past of the country and need to retain the same in the present. The growing scientific temper and positive outlook moulds the mindset of the students towards creativity. Healthy exposure to visiting faculties, skill enhancement programs though Entrepreneurial Development Programs, conduct of workshops, Faculty Development Programs, execution of community based projects, ensure that every individual is given ample opportunity towards holistic abundance as they are seeds of tomorrow.

The college has a systematic scientific approach that leads to the path of ethical principles of life. The mission of the institution is

- To provide quality and value-based education
- To promote academic excellence
- To nurture creativity
- To develop self-reliant, competent and socially responsible individuals

The vision and mission are communicated to all constituents through calendar, posters, banners and in addition to all the above, in every activity organized by the institution.

Motto & Logo

The motto of the institution is ***Strive, Serve and Save***. The logo speaks about commitment. The three Ss in the logo stands for what value based education is about. The motto explains of the historic and cultural ethos of Chettinad House. The college also strives to transform the adolescent to a successful individual and make them understand the need to serve the larger sections of society. This enables a person to lead meaningful life, good for both the individual and the society in which he/she lives, thereby contributing to the growth of the nation.

Communication to Stake Holders

- College has council members, staff members, committee for various programs for coordination of events and advisory board in the institution.
- Frequent meetings are held to discuss the key issues in tune with the vision and mission of the college.
- Decisions taken by the board with the consent of the secretary are communicated properly to the entire student community through circulars, announcements in the prayer, class rooms, notice board etc.

Following are the ways in which communication reaches the students

- Vision/Mission is explained by orientation
- College prospectus / Magazines
- College website
- College Handbook

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

- Action plans are developed for effective implementation of curriculum.
- Principal holds Council meetings with the Heads of the departments and discusses different strategies
- The staff meetings are held to improve the curriculum through innovative teaching methods like presentations, seminars, projects, role plays, visual demonstrations, audio visuals, case laws etc apart from traditional black board teaching methods.
- Thereafter, departments conduct internal meetings to develop academic plans for each semester separately.
- College follows the academic calendar issued by the affiliating University.

- Each department has a methodology of Teaching and Learning process.
- Each teacher has a work planner which displays teaching methods, topic taught, working days allotted for each topic, tests to be given, mid semester, model exams etc.

1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?

- College follows curriculum as given by University of Madras, since the college is affiliated to the same. Though an affiliated college, the college is in tune with the latest trends in teaching and educating the younger generation.
- College encourages the teachers to participate in conferences, seminars workshops, to attend refresher courses, to update their knowledge and to improve their teaching practices.
- The college provides open mechanism to access books, internal journals to enable teachers to ensure delivery of curriculum.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other Statutory agency.

- College concentrates on overall development of students.
- Various student clubs including student council and program committees help to understand curriculum delivery.
- Each department has its own student forum which engages in organizing various events and programs
- College relies on chalk and talk method as the main source of delivery. However, all the staff members are trained in using ICT methodology of teaching.

- All the departments organize special lectures in addition to regular classes and also arrange workshops for hands on training and seminars by experts in the field for better understanding.
- College provides add-on skills in communication, personality development, finishing schools etc for all the students.

1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?

Industry :

- College organizes special lectures to students by the experts from various institutes/ industry.
- College has set up a Career Guidance and Placement Cell through which the industry relations are maintained.
- Students of various departments are taken for industrial visits to keep them abreast of all the latest development in the industry.

Research Bodies :

- Faculty members are motivated to take up research projects, which are all self -funded. Faculty members also visit Research Bodies with students and participate in various research-oriented seminars. Faculty members are associated with various research institutes to do mini projects for them.

University :

- All the faculty members are in touch with the University departments. Professors from parent University also have been invited as guests from time to time to give seminars and guest lectures. Faculty members are members of Board of Studies and one staff member is nominated as Member of Academic Studies, University of Madras.

**1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?
(number of staff members / departments represented on the Board)**

of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.

Since it is non-autonomous college, the institution has certain constraints to modify the syllabus on its own. However all departments discuss and place recommendation to the respective Board of Studies. The students' feedback also helps in preparing report to any change in syllabus to the board of studies through the principal of the college.

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If 'yes', give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.

No

1.1.8 How does institution analyze /ensure that the stated objectives of curriculum are achieved in the course of implementation?

- The channels of information are very clear among the stake holders to ensure that objectives of curriculum are achieved.
- Action plans at various points starting from classes, mid semesters, model exams, assignments, projects, power point presentations are conducted to monitor the coverage of syllabus. Each time when there is a need for a check over the objectives, it plans the remedial action and also strategies to cover the gaps after discussion with the departments.

1.2 Academic Flexibility

1.2.1 Specifying the goals and objectives give details of the certificate/diploma/ skill development courses etc., offered by the institution.

College understand the growing needs in higher education to impart education at graduate / post graduate levels in all branches of Arts, Commerce and Sciences. Following are the courses offered :

The undergraduate courses are

- B.Sc Biotechnology
- B.Sc Electronics and Communication Science
- B.Sc Mathematics
- B.Sc Microbiology
- B.Sc Computer Science
- Bachelor of Computer Applications
- Bachelor of Commerce
- Bachelor of Corporate Secretary ship
- Bachelor of Business Administration
- Bachelor of Arts (Eng. Lit.)

The post graduate courses are

- M.Sc Biotechnology
- M.Sc Information Technology

In association with Directorate of Distance Learning of Annamalai University the college offers

- Diploma in Bharatanatyam
- Masters in Bharatanatyam

The college also offers many certificate Courses

- Journalism in Tamil
- Communication Skills in English
- Travel & Tourism
- Diploma in Clinical Lab Technology
- Vermicomposting

Other courses offered are

- Soft skills/ Personality development/ Project Training/ add-on courses and Vocational Training

1.2.2 Does the institution offer programs that facilitate twinning /dual degree? If 'yes', give details.

Yes. Students can study Diploma in *Bharta Natyam* offered by Annamalai University while they study their undergraduate course.

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability

All the courses focus on employability skills and college encourages and motivates students to enhance their skills through value add-on courses offered by the college.

- Range of Core /Elective options offered by the University and those opted by the college
 - Non Major Electives
 - Environmental Sciences
 - Value education
- Choice Based Credit System and range of subject options
 - Elective options opted by the college for all courses are listed 9841205045 98412 05026 as follows :

| | | |
|-----------------------------|---|--|
| Mathematics | : | HTML I and II |
| Computer Science | : | Introduction to Financial Markets |
| | | Basics of Secretarial Standards & Practice |
| Computer Applications | : | Functional Mathematics |
| | | Basics of Ecology |
| Microbiology | : | HTML I and II |
| Electronics & Comm. Science | : | HTML I and II |
| Biotechnology | : | HTML I and II |

| | | |
|---|---|--|
| Commerce | : | Basics of Nutrition / Success Strategies to students |
| Corporate Secretaryship | : | Basics of Retail Marketing/ Concepts of SHG |
| Business Administration | : | Basics of Retail Marketing Concept of SHG |
| English | : | HTML I and II |
| <ul style="list-style-type: none">• Courses offered in modular form<ul style="list-style-type: none">As per University norms• Credit transfer and accumulation facility<ul style="list-style-type: none">As per University norms• Lateral and vertical mobility within and across programs and courses<ul style="list-style-type: none">As per University norms• Enrichment courses :<ul style="list-style-type: none">As per University norms | | |

1.2.4 Does the institution offer self-financed programs? If ‘yes’, list them and indicate how they differ from other programs, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

Since the college is a self financing college, all programs come under the self financing stream. The admission, curriculum fee structure, teacher’s qualifications are as follows:

Admission Procedure :

- Admission procedures are followed as per the rules and regulations stipulated by the University of Madras.
- Candidates from other Universities or Boards have to produce a provisional eligibility certificates from the University of Madras for admission.
- The management has the right to cancel any admission at any point of time without returning the fees if
 - there is any discrepancy in the certificate produced

- if there is any wrong entry in the application form
- any suppression of fact is discovered

Curriculum Fee Structure:

- Fees will be collected for UG and PG courses in two installments semester wise – 1st week of June and 1st week of October
- If a student fails to pay the fees before the stipulated duration he/she will be entailed to pay a fine as per the decisions of the authorities concerned.
- Fees once paid will not be refunded under any circumstances
- The authorities have the right to increase the fees
- The lab maintenance and record money is collected at the beginning of every year along with the fees.

College Fee Structure:

| <i>Course</i> | <i>Discipline</i> | <i>Fees per Semester</i> |
|------------------------------|-------------------------------------|--------------------------|
| B.Sc | Mathematics | Rs. 9,500 |
| | Computer Science | Rs. 14,000 |
| | Microbiology | Rs. 14,000 |
| | Biotechnology | Rs. 14,000 |
| | Electronics & Communication Science | Rs. 11,500 |
| BCA | Computer Applications | Rs. 15,000 |
| B. Com (Gen) B. Com (A/F) | Commerce | Rs. 12,000 |
| B.Com Corp | Corporate Secretary ship | Rs. 12,000 |
| BBA | Business Administration | Rs. 12,000 |
| B.A English | English Literature | Rs. 11,500 |
| M.Sc | Information Technology | Rs. 22,500 |
| M.Sc | Biotechnology | Rs 42,500 |

Teacher's qualifications and salary :

- Most of the teachers are duly qualified as per the norms of the University of Madras and are competent to teach well.

The details of the teachers (department wise) are listed out in the Appendix 1.2.4.

1.2.5 Does the college provide additional skill oriented programs, relevant to regional and global employment markets? If 'yes' provide details of such program and the beneficiaries.

Yes

College conducts programs relevant to the global employment markets like

- Soft skills through Layam Consultancy Private Limited
- Personality Development skills
- A finishing school concept for final year students was conducted by Back to Basics
- Many training courses are offered during 2011-12 and 2012 -13.
- Every year college tries to assess the needs of various employability skills.

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice" If 'yes', how does the institution take advantage of such provision for the benefit of students?

No the University does not allow flexibility but the college has a memorandum of understanding with Annamalai University, DDE and offers programs in Bhartha Natyam under the auspices of *Chettinad Kalaikoodam*.

1.3.1 Curriculum Enrichment

1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programs and Institution's goals and objectives are integrated?

- The college has no authority in formulating its own curriculum. However the courses offered are based on the goals and objectives of the management.
- Courses imparting knowledge for a holistic development of the students.
- The teaching learning process of the college throws light on additional inputs for the curriculum and current trends on par with autonomous colleges.
- Principal makes sure that the curriculum framed is supplemented in such a way it reflects the mission and vision of the institution.

1.3.2 What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment market?

- College adheres to the syllabus framed by the University of Madras. However, while delivering the syllabus it includes the enrichment of knowledge with expert guidance with teaching and learning methods.
- The Placement Cell of the college discusses with the industry experts and are aware about the demands and expectations of employer/industry.
- The Career Guidance Cell brings various companies/organizations heads/HR departments to address the students relating to the latest trends in demand for the industrial needs.
- The college does not have a say over the change in syllabi / curriculum. However it supplements the same with skill development courses and with ICT based teaching; the college assures that at each stage students are equipped with the necessary skills to suit the employment market.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

As per the vision of the college, it includes the following:

- Holistic development of the individual the college emphasizes on integrating the issues such as gender, climate change, HR, ICT etc with the curriculum.
- College organizes State Level seminars on Women Empowerment, concentrates on giving Vocational Training to poor women and girls to enhance confidence to be job providers.
- All the students have to study Environmental Sciences as mandatory paper under the curriculum.
- Nature Club is very active, which creates awareness on conservation, preserving nature, climatic changes through Environmental Educational activities like Flipper Fest., Rallies etc in association with Roots and Shoots, Tree Foundation and WWF. A team also has visited the Perambiculum Project reserve for better understanding of the need of Environmental Education.
- M.Sc Biotechnology also has a paper on Bioethics as a part of their curriculum.
- Computing Skills are offered to all students as a part of their curriculum.
- Students are equipped with better skill-set in using ICT learning in the teaching learning process, where they do projects, paper presentations. Students have access to Internet in the college, which gives an opportunity for those students to learn who are not familiar with accessing the Internet.

1.3.4 What are the various value-added courses/enrichment programs offered to ensure holistic development of students?

- List of value add on courses offered along with NME.
(These are offered according to the choice of the departments.)

- Communication Skills
- Journalism in Tamil / English
- Vermicomposting
- Travel & Tourism Management
- Emotional Intelligence
- Investment Planning
- Software testing / Oracle
- Photoshop & Flash
- Accounting & Tally
- Pattern Making
- Business English
- Web Technology

▪ ***moral and ethical values***

- College orients the students with clear vision of the Secretary that at each level all the components have to concentrate towards value based principles and ethical aspects as given by the motto ``Strive, Save and Serve''
- All the activities are based on providing moral and ethical values and the department takes it with a right spirit to maintain the same. Expert lectures and events are organised on the preservation of moral values in life.

▪ ***employability and life skills***

- Soft skills training are given to all the students through Layam Solutions Private Limited.
- Placement training is also given.
- Competitions at intra, inter department and inter collegiate levels like Group discussions, paper presentations, debates, Oratorical all of which concentrate on life and employable skills
- Creativity and innovative skills are also developed though various programs

- Students with the guidance of staff coordinator are allotted different responsibility in organizing events and activities such as cultural programs, seminars and competitions.
- At each stage the college emphasize that managerial skills of the students should increase through team building and organizational skills.
- TANCET coaching is offered by the department of Mathematics to students of our college and also outside students aspiring to do MBA/MCA, Subject expertise from relevant fields coach the students.
- Finishing school concept for final year students was conducted by Back to Basics.
- Projects beyond the syllabi are undertaken by the students of BBA, B.Com Corp Sec B.Sc Mathematics and B.Sc Computer Science, which enable the students to have an edge over the others.
- ***better career options***
 - The career guidance cell provides a platform for the students to choose better career prospects in various fields of interest.
 - The orientation and awareness programs conducted by the Career Guidance Cell provides a clear picture of career options in that fields of other related disciplines too.
- ***community orientation***
 - All the service units like NSS, Rotaract, YRC, Nature Club, Leo Club strive towards students involvement in community orientation.
 - College has a Vocational training Centre to provide training for employment through various courses in association with Lions Club of Mambalam.
 - College NSS unit visits the villages and community area and provides awareness on clean environment / Social Awareness/ moral and ethical principles in values of life.
 - A statistical survey was conducted by the students of department of Mathematics.

- Department of Mathematics organised a statistical survey in the village *Kattukudaloor* near *Melmaruvathur*. The students interviewed the residents of the village on various issues and filled in a questionnaire. Later a project report was brought out, a copy of which was submitted to the Village Panchayat.

1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

- College has a systematic way of getting feedback. The feedback is taken by IQAC from all students. Since the college is affiliated to the University of Madras, the college follows the syllabus prescribed by the University.
- Open Forum and open discussions are considered.
- Alumni also suggest the need for improving the delivery of curriculum during the alumni meets.
- Any suggestions regarding the enrichment are used to improvise the overall complexity of the students for employability.

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programs?

- Clear and open monitoring and evaluating the quality of the programs
- Various committees are framed and Principal has frequent meetings with committees and provides suggestions on evaluation.
- As the core objective of the institution is to inculcate values and quest for excellence, it is clear that the students bear the thrust of the values and thereby contribute to the society.
- In order to bring the holistic development of the students, the college organizes various enrichment programs by both in-house and external experts. A test is conducted at the end of each program and results are given in the form of certificates.

1.4 Feedback System

1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

- Systematic feedback is taken regarding the curriculum.
- Faculty members who are members of Board of Studies place their suggestions in their respective fields to the University of Madras.
- College provides suggestions as per the request of the University norms regarding the department and curriculum.

1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If ‘yes’, how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programs?

Yes. The college has a systematic mechanism of obtaining feedback from the students and stake holders.

- Since the college is non-autonomous the feedback collected is used internally for curriculum enrichment within the frame work.
- As and when the university asks for the revision or modification, a committee is formed and suggestions are represented to the university through the principal.

1.4.3 How many new programs /courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programs?)

- The college introduced
BA Eng. (2007-08) in Shift I
B.Com (A/F) and BCA (2011-12) in Shift II
- The growing demand for Accounting and Finance specialization and the enquiry for the course to take up CA in future made the college offer it in Shift II along with BCA course.
- B.Com and BCA have become evergreen courses among youngsters today.

1.4.4 Any other relevant information regarding curricular aspects which the college would like to include.

- Soft skills are organized to enrich
 - Communication skills
 - Computing skills
 - Personality enrichment skills
 - Quantitative aptitude
 - French
 - German
- College organized guest lectures, seminars, workshops, paper presentations, hands on training, project reports etc
- Industrial visits are also arranged to create industrial awareness
- Hospital/lab visits are organized by the Science departments to create interest in research areas
- *Bazaar* – Intercollegiate activity by department of Commerce enhances marketing and entrepreneurial skills
- Faculty Development Programs are also organized
- Educational tours are organized to adapt to the external environment
- Projects beyond the syllabus are undertaken and project reports are brought out.

Criterion II

Teaching-Learning and Evaluation

CRITERION II

TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

Publicity

a. Prospectus

The prospectus contains the details of all the courses, fee details, infrastructure, facilities available etc. Prospectus is issued along with application form from the first week of April

b. Institutional Website – www.krmmc.ac.in

The institutional website is regularly updated and details of the college activities and courses are put up on the website.

c. Advertisement in Regional / National Newspapers

Admission process is publicized through newspapers, like *The Hindu*, *Deccan Chronicle*, *Dinamani* and special educational editions, local times and *Talk Media*

d. Any other (specify)

- Pamphlets are also used as a tool for publicity.
- Posters are displayed in various school premises
- Bulk SMS and emails are sent through educational consultants
- Stall in *Dinakaran Education Fair* at Chennai Trade Centre
- Good luck cards are given to class XII students before the commencement of their Board exams.

Transparency

Transparency in the admission process is ensured by involving the faculty of every department in the process.

- Staff prepare the rank list and issue admission cards to the candidates
- Admission process is also given in the website, handbook and prospectus.
- Admission is purely based on merit basis

2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other to various programs of the Institution.

- Sale of application forms is publicized through advertisements in various newspapers, websites and displayed outside the college entrance.
- The registered forms are ranked on the basis of the marks obtained in the HSC examination and the admission cards are dispatched.
- Students are selected after a personal interview with the Principal and the Head of the respective departments.
- Students who excel in Sports/Extracurricular activities are given priority.
- Economic weaker sections/socially weaker sections/women students are given priority for selection.
- Intake of first generation students
- Written test and interview for post graduate students (optional)
- Staff provide guidance by explaining the curriculum and scope of each branch.
- Slow learners and differently-abled students are given admission with the motive of transforming them into graduates.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the

affiliating university within the city/district.

Following is the minimum percentage of marks at entry level for each of the programs

| | |
|------------------|-------|
| B.Com (Gen.) | 70% ; |
| B.Com. Corp Sec. | 60% |
| BBA | 60% |
| B.Sc CS & BCA | 50% |

- A pass in the qualifying exam is the minimum percentage for all other courses
- The minimum percentage of marks is relaxed to the students of special category who excel in sports and other extra curricular activities.
- When compared to other colleges of the University of Madras, B.Com (Gen.), B. Com (Corp. Sec.), BBA, B.Sc CS and BCA are filled at the earliest.

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If yes what is the outcome of such an effort and how has it contributed to the improvement of the process?

Yes. The Principal along with the Heads of the department review the admission process and students profile after the close of the admissions. As an outcome of such an effort, students are given detailed information regarding the curriculum and scope of each course by a staff before admission so as to enable them to choose a course of their interest.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion

a. SC/ST/OBC :

Candidates from disadvantaged communities are admitted as per the norms laid down by the University of Madras. Based on the eligibility criteria they are offered courses of their choice. In some cases financial assistance is offered through loans and are recommended to other trust bodies also. On an average 15% of the students admitted are from the disadvantaged community (SC& ST) and 68% of the students belong to OBC.

b) Women

Equality for women is encouraged by giving them preference. Almost 45 - 50% of the students admitted are women.

c) Differently-abled

Differently-abled candidates and slow learners are admitted to the course of their choice immediately if admission is sought.

d) Economically-weaker sections

Majority of the students are from economically-weaker sections. They are referred to various trusts and service units for scholarships. Meritorious students are referred to sponsors for fees and books. The management waives a certain amount of fees during admissions for students from schools of sister concerns who are economically weak. The Alumni of the college also contributes towards the fees of such students. The commerce department donates the proceeds of the annual bazaar organized by the department to the students' welfare fund.

e) Sports personnel

Sports personal are also encouraged by giving them priority. The management provides travel allowance and kits to encourage them.

f) Any other (specify)

Achievements in extra-curricular activities are also considered.

2.1.6 Provide the following details for various programs offered by the institution during the last four years and comment on the trends.

i.e. reasons for increase / decrease and actions initiated for improvement.

- Attraction to the IT Industry and employability immediately after graduation are the reasons for the increase in demand of Computer Science and BCA programs.
- Decline in the science streams is due to the increase in the number of engineering colleges and the apprehension in the students' mind about the job opportunities available and their scope.

The details for various programs offered by the institution during the last four years are listed out in Appendix 2.1.6

Actions initiated

- Inter-school fest is organized and eminent speakers addressed the students on the various courses available and their scope.
- A program titled *Schools to Lab* is organized by the Science departments (Microbiology & Biotechnology) every year to kindle the interest of the science subjects among the school students.
- Aptitude tests are conducted by the department of Mathematics for students of Class XI and XII to encourage them in choosing Mathematics.
- Model making and projects are organized every year by the departments of Electronics and Microbiology for school students.

2.2 Catering to Diverse Needs of Students

2.2.1 How does the institution cater to the needs of differently- abled students and ensure adherence to government policies in this regard?

Special attention is given to differently-abled students.

- They are given ample space and time to get on with other students.
- Right from their entry the class in-charge monitors them and helps them in their needs.

- Every year the college admits 5 to 6 differently-abled students in different streams and all of them have cleared all the papers.
- They are provided with a lift facility, tailor made labs to suit their needs, and scribe for autistic students
- One hour of extra time is given during examinations.
- Principal recommends for special permission for differently-abled students from the University.
- The college has taken effective steps to arrange for scribe to disabled students.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the program? If 'yes', give details on the process.

- Orientation program for two days are conducted to enable the students to understand about the programs to which they are enrolled and about the college activities.
- During orientation, principal explains in detail about the courses, faculty, and the CBCS pattern. She also briefs them about the University Examinations, norms of the University on attendance, rules & regulations of college, conduct of various activities and different clubs.
- The department staff and in particular the class teacher interacts with the students and assess the needs and the skill of the students.
- Simple tests on formulae and general essays are also given to the students to assess their level of knowledge on the subject.
- The staff-in-charge of various activities like Sports, Cultural, Extension Services, Placement Cell and other Associations explain in detail about the events and programs conducted.
- Seminars and assignments are also given to identify the slow and advanced learners.
- A complete idea about the Teaching Learning Process and feedback aspects are informed to the incoming students before commencement of the program.
- Mock interviews and aptitude tests are conducted to enhance the employability skills of the students.

2.2.3 What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice? (Bridge/Remedial/Add-on/Enrichment Courses, etc.

- Bridge course in English for slow learners, weak students and Tamil medium students
- Tutorial classes are conducted after college hours
- The Faculty regularly monitors them so that they can cope up with the syllabus.
- The faculty also stays for almost an hour every day after the college hours to help the students' everyday so that they can utilize that time to clarify their doubts.
- They are made to write extra assignments which will help them to increase their writing skills.
- Slow learners are also given question banks to assist them
- Multiple choice questions and subject related quiz are organized to enrich the knowledge of the students.

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

- During orientation counseling is provided on gender issues.
- The *Mentor-Ward System* helps in establishing a relationship between the student and the mentor, thus helping the student to share their apprehensions and problems.
- The *Fresher's Social* conducted after the close of admissions acts as a base to build up friendship among the first years and the seniors.
- Nature club insists on a clean / green environment and conducts programs regularly.
- Environmental Studies – a compulsory paper for II year students also helps to understand environmental issues.
- Women's Forum
- Gender justice is given through value education.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

- The advanced learners are identified and given topics of latest trends as seminars which enhance their reference skills.
- The advanced learners are encouraged to pursue research projects. Some students of Biotechnology have published research papers along with staff members.
- The advanced learners are provided with ample opportunity to compete with students of other institutions.
- The advanced learners also take part in inter collegiate competitions organized by other colleges.
- They are encouraged and permitted to attend seminars and summer programs at premier research institutes. Two students from Microbiology (R. Radhika and S. Varun) and one from Biotechnology (Uday Kumar) have been selected for free training at Kings Institute for a period of one year divided into five modules. They have been exposed to various recent and advanced techniques which would benefit them in their post graduation courses.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?

- The drop out percentage is less than 1%. The drop out is also due to personal reasons or transfer of jobs.
- The mentor system helps in identifying students with problems. Such students are provided with support wherever necessary and are motivated to perform better.
- Special attention is given to slow learners and physically challenged students.
- Ample opportunity is provided by the college to bring out the innate talents of all the students.

2.3 Teaching-Learning Process

2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)

- The college has a committee to take care of Academic Calendar. The committee frames the calendar and events which after the approval of the Principal is printed and issued to the students and faculty.
- Work load and methodology to handle the subjects is framed by the respective department.
- A work plan is maintained by all the faculty members. It is a daily planner in which the topics covered and teaching methods are recorded.
- The teaching plan of each faculty is verified every week by the Heads of the respective department and every month by the Principal. Any deviation or change is intimated and evaluation of the coverage of the syllabus is done.
- College conducts class tests, mid semester, model examinations every semester. Schedule of the exams is given in the calendar.
- Internal Marks assessment is done as per the University norms taking into consideration, attendance, assignments, seminars and tests.

2.3.2 How does IQAC contribute to improve the teaching-learning process?

- IQAC organizes faculty development programs and motivation talks by eminent speakers at the beginning of the academic year
- IQAC also organizes orientation programs for the newly recruited staff.
- IQAC provides adequate information to the students and staff regarding new technologies in accordance with the global scenario through seminars and presentations.

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

- Departmental student magazine
- Departmental events are organized by students with the guidance of the faculty
- Lectures on Personality Development by experts
- College organizes a bazaar to promote entrepreneurial marketing skills
- Elocution, debates quiz, business games, essay writing, poetry writing, book-reviews etc are all conducted to build the knowledge skills
- In order to develop coordination and team building, departments are combined together for sports and cultural to show case their innate talents.
- The college has a well equipped library with journals and magazines
- Access to the Internet for both staff and students.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

Critical thinking and Scientific temper is developed in the students in the following ways :

- *Seminars / Guest lectures / Workshops*
- *Projects beyond syllabus*
- *Group discussions, quiz and debates* organized by various clubs like Leo club, Sahitya Academy, Quiz club, Current Affairs Forum etc.
- *Inter and Intra collegiate Paper Presentation* competitions by the Science departments to inculcate interest in scientific research.

- *Stalls at Science City* are set-up. Charts, and display of live demonstrations by the Science departments.
- *Inter-collegiate Bazaar* organized by the Commerce Department
- *Endevnir – A short film competition* organized by *Chettinad Talkies*, a production unit of BBA.
- *Reel time and Movie reviews* organized by the English Department
- *Treasure Hunt* with Mathematical Clues by Mathematics Department
- *Corpotoons* by the Corporate Secretaryship Department
- *Department Magazines*- compilation and arrangement of articles by all the departments

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

Facilities used by the staff for effective teaching are

- Lecture method
- Project work
- Seminars / Guest lectures
- Inter and intra departmental competitions
- Paper presentations
- Workshops and hand-on training
- Quiz
- Industrial visits
- Internship training
- Research projects beyond the scope of the syllabus
- ICT learning techniques
- Audio-visual presentations

- Role plays
- Group discussions
- Surveys

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

- Faculty members of every department have informal meetings regarding new developments in their disciplines
- Any new information received through brochures, newspapers etc. are displayed on the notice board for the students both in the department and also in the Library.
- Faculty and students are permitted to attend /present papers in the seminars, workshops, symposiums, conferences etc conducted by the other institutions on recent development in their respective fields.
- Research papers are presented, published on various topics relevant to their subject at National and international level
- Scrap book is maintained on recent topics by all the departments.
- Current affairs forum helps to update the happenings related to the current issues.
- Industrial visits are organized.
- In-house experts conduct workshops /training programs for the staff on new topics.

2.3.7 Detail (process and the number of students \benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/ mentoring/academic advise) provided to students?

- Mentor-ward system provides support and guidance to the students.
- The class teacher and staff members advise and guide the students wherever necessary.
- The college is a family and all the teachers act as friend, philosopher and guide to make every student a better citizen

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

Innovative Teaching Approaches

- Use of modern techniques and ICT based learning
- Use of audio visual aids
- Internet hours are given to the students for collection of information and e-resources through INFLILIBNET.
- Photocopies of the important and recent topics are also given to them by the respective departments.
- The College is a member of ICT Academy, Tamil Nadu
- Flash Card technique

Efforts made by the institution and their impact

- Teachers have full autonomy in introducing innovative and creative teaching practices in their respective fields.
- Students enthusiastically participate in all types of interactive teaching and are active in a learning environment.
- Innovative approaches helps the students to remain focused and ensures better understanding of the subject leading them into research and new ideas. These approaches also motivates them to take up teaching.

2.3.9 How are library resources used to augment the teaching-learning process?

- All the departments have departmental libraries for the students and faculty. Students are allowed to have the books from the department for ready reference.
- Faculty use them to the maximum level
- Students are given the books depending on their necessity

- Apart from ready reference, students who are not able to afford the books are allowed to use the department library books for studying and return the same after the exams.
- Some of department libraries also have copies of CD's on the topics through power point presentations.
- Departments also subscribe to journals to keep in touch with current research trend.

2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.

- Faculty members plan their teaching schedule based on the syllabus to be covered and mostly complete the syllabus within the stipulated time frame.
- Special classes are conducted during Saturdays and after college hours if there is need for the same.
- IQAC and Principal keep a check on a regular basis.

2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

- The institution has a feedback from the students which is done at the end of every semester through IQAC.
- The IQAC analyses the feedback of the students on teaching, learning and suggestions are listed and the same are intimated to the respective teachers for effective teaching learning process.
- Principal also monitors during rounds and personal observations the quality of teaching learning and provides suggestions wherever necessary.

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment

and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.

- College management does not compromise on quality of teaching and competency level. Therefore advertisement is given in National level newspapers like *The Hindu*. After sorting of applications is done by the Principal along with the department heads, they are called for a preliminary interview. Selected candidates who have the required qualification (if in case) are called before the selection panel of experts constituted by the University of Madras with two subject experts constituted by the University of Madras and one University constituent nominee, Principal, and chairperson of the Management. The committee selects the candidates according to the eligibility and competency levels.
- Staff members are given permission to enhance their qualification in their respective fields.
- Faculty members leave the institution only for personal (family) reasons. They are encouraged and motivated to perform better. Management appreciates the staff members by giving awards to the deserving.

Good relationship among the staff members and with the Principal combined with the rich ambience helps in the retention of staff members.

| Highest qualification | Professor | | Associate Professor | | Assistant Professor | | Total |
|---------------------------|-----------|---|---------------------|---|---------------------|----|-----------|
| | M | F | M | F | M | F | |
| Permanent teachers | | | | | | | 56 |
| D.Sc./D.Litt. | | | | | -- | -- | -- |
| Ph.D. | | | | | | 6 | 7 |
| M.Phil. | | | | | 2 | 43 | 45 |
| PG | | | | | 2 | 2 | 4 |
| Highest qualification | Professor | | Associate Professor | | Assistant Professor | | Total |
| | M | F | M | F | M | F | |
| Temporary teachers | | | | | | | 26 |
| Ph.D. | | | | | | 1 | |
| M.Phil. | | | | | 2 | 18 | 20 |
| PG | | | | | | 6 | 6 |
| Part-time teachers | | | | | | | |
| Ph.D. | | | | | | -- | -- |
| M.Phil. | | | | | | -- | -- |
| PG | | | | | 1 | -- | 1 |
| Total | | | | | | | 82 |

2.4.2 How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programs/ modern areas (emerging areas) of study being introduced (Biotechnology, IT,

Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

- College has M.Sc Biotechnology and Information Technology, with qualified faculty. For both the courses, efforts are taken by the department to provide guest lectures by experts in the fields', in-house projects, to participate in seminars, workshops and to present and publish papers.
- Staff members also attend refresher courses and orientation courses. They have tie up with other laboratories and industries. They have also participated in seminars organized by ICTAT Academy, Indian Science Congress and so on.

2.4.3 Providing details on staff development programs during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

(a) Nomination to staff development programs

| Academic Staff Development Programs | No. of faculty nominated |
|--|--|
| Refresher courses | 5 |
| HRD programs | -- |
| Orientation programs | Conducted by the college every year for the newly recruited staff members |
| Staff training conducted by the University | 2 (each year) |
| Staff training conducted by other institutions | 1 |
| Summer / Winter schools, workshops etc | Two staff members from each department are selected on rotation basis to attend workshops and seminars |

- b) Faculty Training programs organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning

❖ *Teaching learning methods/approaches*

College Research Wing organizes various programs to enhance the teaching techniques. College provides the basic infrastructure and support for the teachers to empower and enable the use of various tools and technology. Teachers adapt to various teaching methodologies including ICT technology for a better teaching process. Audio aids were used to learn phonetics teaching.

❖ *Handling new curriculum*

The college has potential of experienced and qualified staff to handle any new curriculum introduced. The heads of the department conducts meetings to discuss and devise strategies to empower the teachers to handle the new syllabus effectively.

❖ *Content/knowledge management*

Though non-autonomous, content management is maintained. The faculty update their knowledge regularly by attending seminars and workshops. They also update themselves on the latest developments through browsing.

❖ *Selection, development and use of enrichment materials*

Faculty also uses the latest technology teaching methods and journals to develop their knowledge. ICT learning techniques are also used.

❖ *Assessment*

Self assessment is given as a yardstick for the development of the faculty. Suggestions given by the faculty members through self assessment reports are also taken into account to standardize after due discussions with the Secretary and department Heads too. Principal also maintains the

assessment report of the teachers and records the annual performance of the faculty.

❖ *Cross cutting issues*

- Environmental studies are a compulsory paper for second year students.
- ICT oriented teaching-learning is practiced.
- Empowerment of women through Vocational Training programs
- Spirit of entrepreneurship is developed through various training programs like *Pudumai Poovaiyar 2013* organized in the college in association with *Aval Vikatan* and *Lions Club*.
- Entrepreneurship Development Programs are organized by the Commerce Department for the final year students of B.Com (Gen.) B. Com (Corp Sec.). and BBA.
- Nature Club organized events like Turtle walk and Flipper Fest.
- All the first years are given Vocational Training
- All the second years are given Certificate Courses and final year students are given Placement training.

❖ *Audio-Visual Aids/multimedia*

- Seminars and lectures are given through presentations using Audio-Visual aids regularly both by in-house and external guest faculties and experts.
- Students are trained to use multimedia through events, seminars and conferences.
- College also acquires audio visual packages for the benefit of staff and students.

❖ *OER's (Open Education Resources)*

Staff members prepare notes and important points on the syllabus both in hard and soft copies to update and share the knowledge with the students.

❖ *Teaching learning material development, selection and use*

- Teachers have free and anytime access to internet by which they can prepare material for the benefit of the students.
- Library resources are available to the staff and students throughout the year.
- Seminars and classes are organized using ICT for students.

c) Percentage of faculty

- ❖ Three faculty members have been invited as resource persons.
- ❖ About 80% of the faculties have participated in workshops, seminars conferences organized by National/International bodies.
- ❖ About 25% of them have presented papers in conferences.

Details of Faculty Development Programs are listed out in Appendix 2.4.3

2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programs industrial engagement etc.)

- Management encourages the staff to enhance their academic qualification by pursuing M. Phil, Ph. D and also to clear NET / SLET etc.
- Monetary benefits are given to faculty who enhance their qualification.
- College also organizes faculty development programs to

motivate and guide the staff.

- Teachers are encouraged to bring out academic publications like books / handbooks which are funded by the management. They are also encouraged to attend orientation and refresher courses organized by the University of Madras.
- Teachers are encouraged to participate in Orientation and Refresher Programs organized by the University of Madras.

2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

College encourages teachers with awards for services rendered during the academic year

- **Mrs Mathukrithigha** received the Best Teacher Award from IG College, Trichy
- **Mrs R. Selvi, Mrs S Ammani, Dr. S. Santha,**
Mrs R. Vijayalakshmi received *the Guru* award from The Rotaract Club of Ethiraj and Presidency Candles.

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

Yes. Evaluation of teachers is done by the students at the end of every semester.

- Feedback forms focuses on the skills, practical exposure, technology, innovative teaching methods and subject knowledge. Based on the feedback, Principal and Heads of the department counsel the staff wherever necessary.
- External evaluation was done by NSSK Associate in the last academic year.

2.5 Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

- The details of the evaluation methods are explained during the orientation programmed to both students and parents. They are also published in the college hand book.
- The faculty periodically interacts with the students about the evaluation process.
- Dates of mid semester and model examinations are printed in the college calendar and are also displayed in the notice board.
- Assessment is also done through seminars, assignments and paper presentations which are informed well in advance.
- Transparent mechanism is followed in the Internal Assessment.
- Principal either directly or through the Heads of the departments informs faculty about the evaluation process.
- Circulars are sent whenever necessary.
- Parents are informed about the status of their wards and evaluation methods during the parent – teacher meetings held at the end of every semester.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

- CBCS was introduced by the University of Madras in 2008. The Institution strictly abides by the norms and guidelines provided by the University.
- As per the University guidelines, Internal Marks Assessment is done on the basis of tests, attendance, assignments and seminars.
- In-house examinations are also based on the pattern given by the University of Madras.

- Reforms initiated in teaching / learning / evaluation process by the institution to make learning a good experience are as follows :
 - ICT enabled teaching
 - Cycle tests and Model exam
 - Role Play (Arts)
 - Projects
 - Internship Training
 - Seminars and guest lectures
 - Industrial visits
 - Hospital and research lab visits
 - Case study materials
 - Central Valuation for Internal exams
 - Practical Assignments
 - Paper presentations
 - Current Affairs Forum – Awareness on social and economic issues

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

- The institution strictly abides by the norms and evaluation reforms provided by the University.
- The Heads of the departments check the work plan record of staff every week and the Principal once in every month.
- Cycle tests, mid term and model examinations are conducted at regular intervals by the institution in the same pattern suggested by the University.

- Evaluation is transparent and records are maintained by staff for tests assignments, seminars conducted.
- The management also encourages the students by giving academic and university proficiency cash prizes for their performance.

2.5.4 Provide details on the formative and summative evaluation approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.

- Following are the formative evaluative methods adapted :
 - Monthly Tests
 - Assignments
 - Seminars
 - Group discussions
 - Projects
- Following are the summative evaluative methods :
 - Mid semester examinations
 - Model examinations
- Evaluation report is given at the time of Parent-Teacher's Meet.
- Additional tests are also conducted for interested and deserving students.
- Assignments, Group discussion, and projects have helped the students understand the subject better and also perform well in the written examinations.

2.5.5 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programs/courses offered.

- Academic progress of students is evaluated through regular tests/mid semester/model examinations conducted periodically.
- Assignments and seminars are also given regularly.
- Papers are evaluated and returned to students after recording the marks
- Parents are informed about the ward's performance during the parent -teacher meeting conducted at the end of every semester.

2.5.6 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.)

- Students are informed about the components of the Internal Assessment and complete transparency is ensured.
- Teachers regularly stress on the advantage of getting high internal marks.
- As per the university norms attendance, seminars and assignments and scores in tests are considered for Internal marks.
- 20% weightage is given to factors such as sports, extra-curricular activities, behavior and communication skills.

2.5.7 Does the institution and individual teachers use assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

- Yes, based on the assessment and evaluation done throughout the academic year, students are awarded proficiency prizes
- Individual awards are also given to students who excel in a particular subject

- Evaluation also indicates the level of understanding of each student and helps the student to plan for remedial measures.
- Question banks, remedial classes, retests and extra coaching is provided to students who are found to lack expertise in English and Mathematics.

2.5.8 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

- Any grievance regarding internal assessment is discussed with the respective department staff in the presence of Principal and Vice Principal. With regard to University examination evaluation is done at the Central Valuation organized by the University of Madras
- Revaluation and re-totalling are the redressal mechanisms offered by the University of Madras.

2.6 Student performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If ‘yes’ give details on how the students and staff are made aware of these?

- Yes the college has clearly stated learning outcomes. The main goals are explained during the orientation programs conducted for both staff and students.
- The vision and mission of the college as given in the Prospectus and Calendar also states the learning outcomes.
- All the activities programs and events organized are based on these learning outcomes

2.6.2 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

- The management encourages teachers to use modern techniques and provides ample facilities for the same.
- ICT oriented teaching and audio-visual aids are used to make teaching more effective.
- Learning is made student centric through group discussions, seminars and role plays.
- Assignments and projects make students active partners in the learning process
- College provides ample opportunity for the students to develop their employability skills, entrepreneurial skills and research by conducting various training programs, mock interviews, and workshops.
- Weightage is given to behavior, sports and community services.

2.6.3 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (quality Jobs, entrepreneurship, innovation and research aptitude) of the courses offered?

- The institution believes in the holistic development of the students and performs towards this by imparting quality education.
- The students take up surveys and projects of social and economic relevance.
- Importance of social responsibility is communicated through guest lectures, social and community services through various extension units.
- Providing quality education fused with traditional values
- Encouraged to take up socially relevant research projects.
- Activities related to employability and entrepreneurship are organized.
- Self funded projects on various topics are brought out.
- Counseling and guidance is provided wherever necessary.
- Training is given to final years on the expectation of the job market by Back to Basics

2.6.4 How does the institution collect and analyse data on student learning outcomes and use it for planning and overcoming barriers of learning?

The college adapts a systematic procedure to collect and analyse data on learning outcomes.

- Internal tests/exams are conducted and marks are recorded
- Assignments, paper presentations and seminars are given regularly.
- Objective of the paper is explained and understanding of the core paper is monitored.
- University exam pattern is followed.
- Power point presentations and projects on relevant papers are given.
- Role play for a better understanding.
- Group discussion

Based on the assessment and evaluation, the students are encouraged to overcome the barriers of learning through

- Extra coaching classes
- Question Banks
- Periodic evaluation
- Parents Participation – They are duly informed of their wards' performance
- Helping them to focus on their strengths and overcome their weaknesses

2.6.5 How does the institution monitor and ensure the achievement of learning outcomes?

The institution ensures that it attains the learning outcomes by

- Systematic scheduling of activities
- Well planned lab hours

- Attendance every hour
- Registers are maintained and monitored weekly by the heads of the department and monthly by the Principal.
- Counseling for slow learners
- Additional lab hours are given for weak students.
- Quiz/ Spot test/ Role play/ group discussions are conducted to monitor the progress

2.6.6 What are the graduate attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?

The graduate attributes specified by the college / affiliating University are

- Possess employability skills
- Pursue higher studies
- Develop holistic individuals
- Competitive and highly responsible citizens
- Acquire global competency in their own field

The institution ensures attainment of these attributes by providing

- Excellent coaching in academics
- Conducting programs and activities to enhance organizational skills
- Research oriented projects and workshops
- Entrepreneurship development programs
- Guest lectures by experts in various fields
- Coaching classes for TANCET and other competitive exams

Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.

- Practical exposure through live presentations
- Address by experts from various fields
- Projects beyond curriculum
- Linkages for Teaching Learning techniques with other institutes

Criterion III

Research, Consultancy & Extension

CRITERION III

RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

- Dr. P.T. Vijayshree, Principal is a recognized guide under University of Madras
- Dr. M. Alagammai is a registered guide under Manonmanian Sundaranar University

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

Yes. There is a research committee to monitor which are as follows :

Chairperson/Convener : Dr. P.T.Vijayshree, *Principal*

Coordinator : Mrs. V. Sumathy,
Assistant Professor,
Department of Mathematics

Members : Heads of the departments and
all Doctorates

Recommendations & Implementations :

- The research committee of the college brings out a In-house journal ***The Reach***, to encourage the college staff to publish their articles.
- Faculty Development Programs are planned and effectively executed for staff of our college and others.

- The committee encourages the students to take up small projects. Every student of the department of Mathematics, Business Administration and Computer Science take up statistical projects on various socio-economic issues. They are awarded certificates from the Research Committee.

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?

- The management encourages students and staff for many research programs, to present papers and publish books.
- The Research Wing of the College also college brings out a In-house journal *The Reach* which publishes the research articles of the staff and students.
- Small projects are taken up by all the departments which are released during the College day and certificates are given as a token of recognition.

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

- Departments organize guest lectures and seminars by eminent professors from renowned institutes to inculcate the spirit of research in the young minds of the students.
- Visits to Research Laboratories and Industrial units are arranged for the students of Science and Arts departments every year so that the students can gather information on the current technology and understand the practical applications of the subject they study.
- Socio-economic survey and projects, business projects are done by students of Mathematics, Computer Science and Business Administration respectively.
- The students of Computer Science take up IT projects.
- Students are encouraged to present papers even in their own departments to inculcate the spirit of research.

- Departments of Microbiology and Biotechnology set up stalls at Science City with live demonstrations and charts.

3.1. 5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

The following staff are involved in individual Research leading to Ph.D programmes.

| <i>S No</i> | <i>Name of the Faculty / Department</i> | <i>Research Area</i> | <i>University</i> |
|-------------|---|----------------------|----------------------|
| 1. | Mrs. R. Selvi Electronics | Mgt. Studies | Annamalai University |
| 2. | Mrs. S. Ammani - Mathematics | Statistics | University of Madras |
| 3. | Mrs S. Anitha Vinodhraj -Mathematics | Mathematics | University of Madras |
| 4. | Mrs. G.T. Shakila Devi - Mathematics | Mathematics | M.S University |
| 5. | Mrs. V. Sumathy - Mathematics | Statistics | University of Madras |
| 6. | Mrs. G.Navamani - Mathematics | Mathematics | University of Madras |
| 7. | Mrs L. Mathukrithigha – Computer Science | Management | University of Madras |
| 8. | Mrs Srideivanai Nagarajan– Computer Science | Comp.Appl. | Annamalai University |
| 9. | Mrs S. Rega Biotechnology | Biotechnology | University of Madras |
| 10 | Mrs Bharathi Ravikrishnan Biotechnology | Biotechnology | University of Madras |
| 11. | Mrs R. Vijayalakshmi - Commerce | Commerce | University of Madras |

| S No | Name of the Faculty / Department | Research Area | University |
|-------------|---|----------------------|---------------------------|
| 12. | Mrs R. Sangeetha – Business Administration | Economics | University of Madras |
| 13. | Mrs Y.M. Shiney Raj Business Administration | Commerce | University of Madras |
| 14. | Mrs B. Hema Corporate Secretaryship | Commerce | University of Madras |
| 15. | Mr P. Ramachandran – Computer Science | Comp. Science | S.C.S.V.M.K, Kancheepuram |
| 16. | Mr. N. Mallikeswaran – Biotechnology | Biotechnology | University of Madras |

- Dr. P.T. Vijayshree, Principal has so far guided four M.Phil scholars and ten M.B.A projects. She is also a guiding seven research scholars for Ph.D programme.
- Dr. Mrs M. Alagammai, Assistant Professor, Department of Commerce is guiding two research scholars for Ph.D programme.

3.1.6 Give details of workshops/ training programmes / sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

The institution organizes many workshops and conferences to imbibe research culture among staff and students. Faculty members have presented research papers during these conferences.

- The department of Business Administration organized an International Conference in 2006 on Quality Management & Sustenance.
- The department of Mathematics organized an International Conference on Current Research in Mathematics on February 24th 2010.

- The department of Computer Science organized a National Conference on Ethical Hacking on Feb 14th 2013.

3.1.7 Provide details of prioritised research areas and the expertise available with the institution.

Details of the prioritised research areas

The college has formulated a research and development centre named as ***Dr. Meena Muthiah Study Centre for Youth Entrepreneurship***.

The centre has been launched to foster the spirit of entrepreneurship among youth. Hence the college nurtures research in analyzing entrepreneurial opportunities and policies for the development. The centre aims to focus on research oriented aspects and also conduct training to the needy to take up entrepreneurship as their career.

| <i>Subject</i> | <i>Expertise field</i> | <i>Faculty</i> |
|-----------------------|--|--|
| Management | Entrepreneurship, Management & Economics | Dr. P.T.Vijayshree |
| Commerce | E-commerce | Dr. Alagammai |
| Life Sciences | Biochemistry | Dr. R.S.Ramya |
| | Molecular Biology | Dr. Sanghamitra Chakraborty |
| Languages | Tamil | Dr S. Santha & Dr. Jebajyothi Pushpam |
| Languages | Hindi | Dr. G. Seetha Lakshmi |

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

The institution regularly organizes programs at International, National, and State Level. Eminent scholars and subject experts are invited to

interact with the staff and the students. Each department invites guest lecturers who are stalwarts in the field.

*Various guest lectures department-wise are listed out in
Appendix 3.1.8*

- 3.1.9 **What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?**

Nil

- 3.1.10 **Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land).**

- Department of Mathematics organised a statistical survey in the village *Kattukudaloor* near *Melmaruvathur*. About 50 students from the department of Mathematics, Computer Science, Business Administration and English Literature participated in the survey. The students interviewed the residents of the village on various issues and filled in a questionnaire. Later a project report was brought out, a copy of which was submitted to the Village Panchayat.
- Students of Department of Business Administration, Corporate Secretaryship and Biotechnology take up projects as a part of their curriculum. Students take up research problem under management studies.. After a systematic analysis, the results are submitted to companies for implementation.

3.2 Resource Mobilization for Research

- 3.2.1 **What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.**

As no specific amount of money is allocated for research, the projects

undertaken are only self funded projects. Budget is prepared for conducting seminars and conferences and it is utilized for its expenditure.

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

The college has a Research wing to inculcate and initiate research in the minds of students too. Management provides seed money for research projects and research papers publishing in the Journal of Research, *The Reach* and *KRMM Reflections*. Dr Meena Muthiah Study Centre, a research and activity unit has published two volumes of edited research articles for which the management provided financial support. The budget allotted for research amounts to Rs 25,000 per year approximately.

3.2.3 What are the financial provisions made available to support student research projects by students?

Not Applicable

3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

- Students of departments of Mathematics, Business Administration and English Literature jointly conducted a statistical survey in the village *Kattukudaloor*, near *Melmaruvathur*.
- Every year each department brings out projects done by the students of various other departments.
- Students also bring out Environmental projects on various environmental issues as an inter-disciplinary approach.

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

- Staff and students are encouraged to make use of the internet facility for their research and projects works.
- The laboratories in the college are used by both staff and students whenever the need arises.
- The institution has subscribed for e journals to facilitate reference both for the staff and students in their areas of interest. The management is planning to upgrade the books and journals available in the library in various subjects to help the faculty in research.
- The library provides staff and students the material required, be it books, journals (whichever is available)

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If ‘yes’ give details.

Not Applicable

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organisations. Provide details of ongoing and completed projects and grants received during the last four years.

Not Applicable

3.3 Infrastructure for Research

3.3.1 What are the research facilities available to the students and research scholars within the campus?

- Laboratories
The list of Equipments in each laboratory are given in Appendix 3.3.1
- Library
- Internet Facility
- Staff expertise to the students

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

- The college intends to create network with other research institutes and leading laboratories.
- Planning to upgrade the books and journals in various subjects to help the faculty in research.
- *To expand e-resources:* The college plans to subscribe for e-journals to facilitate reference for staff and students in their areas of interest.

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities?? If ‘yes’, what are the instruments/ facilities created during the last four years.

Not Applicable

3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?

- The college has established a tie-up with SRAEF – Scientific Research Association for Economics and Finance, through the departments of Business Administration and Mathematics.
- The department of English has forged a tie-up with British Council Library and USIS. This enables the staff and students to use the libraries for extra reference.
- As a part of curriculum, the students of Department of Business Administration take up mini research projects. For this they establish linkages with a number of leading companies like Ashok Leyland, HDFC, Standard Life Insurance, Indian Overseas Bank, Apollo Hospitals, Amruthanjan Health Care etc.
- The department of Electronics has signed a Memorandum of Understanding with Blue Chip Technologies, Chennai. Students undergo internship here and submit the projects
- The department of Computer Science has tie up with Department of

Computer Science Engineering of Annamalai University, Tamil Nadu.

3.3.5 Provide details on the library/ information resource centre or any other facilities available specifically for the researchers?

- Library is available for the students and staff for reference,
- Systems with Internet facility are available in the college
- Laboratory facilities are also utilized by the Science staff of the college.

3.3.6 What are the collaborative research facilities developed / created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.

Not Applicable

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students

- Socio-economic survey conducted by the department of Mathematics. The findings of the study were submitted to a project report to the village Panchayat.
- At Urakuppam and Chunmapet, NSS organised a survey to study their standard of the residents of the area of living, their assets, occupational diversity etc.

3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

- ,
- Dr. P.T. Vijayshree, Principal is an editorial member of World Science Publisher.
 - The college also brings out a in house journal '*The Reach*'

The editorial board comprises of

Chairperson / Convenor Dr. P.T.Vijayshree, *Principal*

Co-ordinator Mrs. V. Sumathy,
Asst Professor, Dept of Mathematics

Members Heads of all departments and
Doctorates

3.4.3 Give details of publications by the faculty and students:

• Publications per faculty

Publications of faculty during various conferences are listed out in Appendix 3.4.3 (a)

• Number of papers published by faculty and students in peer reviewed journals (national / international)

Faculty

| | |
|-----------------------|---|
| Dr. P.T. Vijayshree | 2 |
| Mrs. S. Ammani | 3 |
| Mrs Anita Vinodhraj | 1 |
| Mrs Usha Janaka | 1 |
| Mrs G. Navamani | 2 |
| Mrs Janani Rengarajan | 1 |
| Dr. M. Alagammai | 1 |
| Mrs R. Sangeetha | 1 |
| Mrs. B. Hema | 1 |
| Mrs. G. Rega | 3 |
| Mr N. Mallikeswaran | 1 |
| Mrs Leena Merlin Biju | 1 |

Publications of faculty in peer reviewed journals (national / international) are listed out in Appendix 3.4.3 (b)

• Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

Nil

- **Monographs / Hand book**

Mrs. C. K. Babini and Mrs. B. Nagamani 1

- **Chapter in Books**

| <i>Chapter</i> | <i>Publisher</i> | <i>Year</i> |
|--|---|-------------|
| <i>Dr. P.T. Vijayshree, Mrs B. Hema, Mrs Lalitha and Mrs K.A.A. Athiya Beevi</i> | | |
| Presented a paper in a <i>Entrepreneur</i> in connection with the 150 th Celebrations of University of Madras titled ' <i>Institutional Support and Finance Facility</i> '. | University of Madras Publication released by Dr, Manmohan Singh | 2006 |

- **Books Edited**

| <i>Book</i> | <i>Publisher</i> | <i>Year</i> |
|--|--|-------------|
| <i>Dr. P.T. Vijayshree</i> | | |
| Edited the book on 150 th Celebrations of University of Madras titled ' <i>Institutional Support and Finance Facility</i> '. Released by Dr, Manmohan Singh | University of Madras Publication | |
| <i>Dr. P.T. Vijayshree and Mrs B. Hema</i> | | |
| Edited the book "Empowerment of Women through Entrepreneurship, Issues Challenges and Opportunities" at Kumararani Meena Muthiah College of Arts & Science | Published with ISBN | March 2010 |
| Edited the book "Women Entrepreneurship-A Multi-dimensional Approach" at Kumararani Meena Muthiah College of Arts & Science | Published with ISBN | March 2011 |
| <i>Dr. Mrs. S. Santha</i> | | |
| One of the Editors for Seminar Proceedings | Malaya University & University of Madras | 2013 |

- **Books with ISBN/ISSN numbers with details of publishers**

*Books published by various faculty members are listed out in
Appendix 3.4.3 (c)*

- **Citation Index** Nil
- **SNIP** Nil
- **SJR** Nil
- **Impact factor** Nil
- **h-index** Nil

3.4.4 Provide details (if any) of

- research awards received by the faculty Nil
- recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally Nil
- incentives given to faculty for receiving state, national and international recognitions for research contributions. Nil

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface?

Institute Industry Interface :

- The Placement and Career Guidance Cell of the college plays an important role in the institute industry interface.
- The college uses the expertise of *Layam Consultancy Service* for the conduct of Soft Skill classes for under graduate first year students.
- The college also has a tie-up with B2B, (Back to Basics) for conducting an Industry orientation program for all third year students in the year 2012-13.
- III BA Literature students were taken on a visit to *The Hindu, Deccan Chronicle* towards their elective paper Journalism.

- Final year students of English Literature were given intense training in Soft Skills in association with *Layam*, a soft skill training institute.
- Students of various departments like Business Administration, Corporate Secretaryship and Biotechnology carry out compulsory projects in various industries as a part of their curriculum.
- Department of Electronics and Communications have an industry interface with Blue Chip Technologies
- Linkages are also created through ICTACT Academy and CSI.

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

The college follows an informal form of consultancy.

- The subject expertise available in the college is utilized by other autonomous colleges where the staffs are requested to set up question papers and evaluate the answer scripts.
- Science department staff act as external examiner for the conduct of practical examinations by other colleges affiliated to the University of Madras.
- Mrs. S. Vidya has been a Commission Consultant for *Pudiya Talaimurai Foundation*
- Staff also offer consultancy to students of both current and passed out in their respective fields of expertise in an informal way.
- College has initiated a Consultancy Forum of KRMMC with specific objectives.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

The institution encourages the staff by giving them permission on duty to offer services like conduct of workshops, guest lectures, paper evaluation of other autonomous colleges etc.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

No revenue is generated as it is done on the service basis.

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

Not Applicable

3.6 Institutional Social Responsibility (ISR) and Extension Activities

3.6.1 How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

Institutional Social Responsibility (ISR)

ISR activities aim to provide community services through all its activities and research programs. Dr. M.M. study Centre for Entrepreneurship & Dr. MM Community Development Centre helps the general Community especially for poor women students with Vocational Training. It has brought out two books on women's empowerment and entrepreneurship. The following services were initiated

- Training women students in Jewellery making
- Training students in various vocational training courses
- Providing training to women during NSS camps, village visits

As a part of ISR activity the college also conducts KPL (Kumararaja Premier League) a Tennis Ball Cricket tournament between colleges and corporate with themes based on social awareness to public and

communities. Season 1 was based on Road safety programs. Yearlong activity for ISR is done by the entire college as one unit.

Extension Activities

The institution through the activities of its extension units promotes community network and neighborhood development. Student volunteers are involved in various activities striving for their holistic development. Students select the extension units of their choice. The college encourages the students to take part in these extension activities through advertisements on notice boards, announcements in the assembly and in the class rooms. The extension activities of the college are **NSS, Rotaract Club, Nature Club, Youth Red Cross and Leo Club**. All the first years participate in any one of the extension activities. The college highlights the activities done by all the extension units through an orientation program using power point presentations. The volunteers of all extension activities participate in blood donation camps and other community development projects.

The details of the activities of all extension units for the past five years are listed out in the Appendix 3.6.1.

The highlights of their activities which promote the holistic development of the students to become good citizens are listed out as follows :

National Service Scheme (NSS) :

The college has got one unit of NSS with 100 volunteers. One staff member is appointed as a Programming Officer who is helped by the student advisers. The community programs organized by the unit include awareness programs on AIDS, child education, environmental protection, health camps etc. NSS camps are conducted every year in nearby villages for 10 days. NSS special camps focuses on temple cleaning, child literacy, child education, tree plantation, blood

donations, consumer awareness programs, anti-smoking campaigns awareness on AIDS and promotion of entrepreneurship, helping the police in regulating traffic on festival days. etc.

Some of the activities are as follows :

- Our College adopted *Rani Meyyami Primary School* on “One School, One College” an Adoption Program,
- Nearly 2000 Books were collected for Madras University Library on “*Naam Katrathai Pirarku Kodupom*”.
- NSS has been organizing Voluntary Blood Donation Camp every year from 2001 onwards till date.
- NSS organized “*Eye Testing Camp*” for the benefit of Students and Staff members of our College,
- NSS inaugurated “The Consumer Awareness Club”.
- NSS volunteers participate in “*Kumarajah Premier League (KPL)*” with the aim of creating awareness of traffic rules in Road Safety Pledge Programme.
- NSS volunteers participated in the Pre-Republic Day camp for every year,
- C. Durgalakshmi a NSS Volunteer from our college has participated in the second level of Republic day parade at Trivandrum in the year 2008.
- NSS unit of the college initiated the task of getting voters Id for 300 students under the scheme “Youth for Democracy” in the year 2007-2008.

Rotaract Club :

Fellowship through service is the motto of the Rotaract Club. The club was started in October 2001. One staff member is appointed as co-ordinator who is helped by student advisers. The Board of Rotaract Club includes four directors, treasurer and project heads. Yearlong activity is

planned and executed well by the student volunteers. The club provides an opportunity for the students

- to enhance their knowledge and skills that assists them in their personality development,
- to inculcate a sense of fraternity and global understanding in the minds of students
- to promote better relationships between all people world-wide through framework of friendship and service..

The club has been rendering fruitful services by focusing and participating in all social related issues effectively on various aspects like public health, values and development of self. The club conforms to the international status and canons of the Rotaract Club. Some of the activities include visiting of orphanages, helping old, sick and disabled people, organizing medical and health camps, serve as volunteers, Eye and Blood Donation Camps, Scribe for Blind students, Awareness Campaigns for AIDS, Cancer, Obeying Traffic Rules, forming human chain rally, temple and beach cleaning etc. The institution has been recognized for the services by the Rotary International. Students participate in various club initiatives like *Urchagam*, *Vidiyal*, District Rotaract Council, Zonal Rotaract Club etc. promoting fellowship. Krishnasharma - Commerce (2008) and Anirudh - BBA (2012) received Star of the Rotaract Club of KRMCC. The club in association with Rotract Club of Ambathur, as an International Club Service jointly present **Nakshatra** for a social cause to bring out the talents of the rotaractors.

Nature Club :

Natix G is the Nature Club inaugurated in November 2003 with the motto of

- Preserving mother nature and protest again any damage done to her
- Promoting environmental awareness
- Protecting every creature on this world as it has right to live its life

- Progress towards a greener world

Two staff members are designated as Nature Club coordinators. The club brings out projects focusing on environment protection, create awareness through conducting various competitions, exhibitions, staging street plays across various parts of the city. All these activities created awareness among students to become environmental friendly.

Some of the activities are as follows :

- *Beach Cleaning* up in association with Tree Foundation, roots and Shoots of India, Indian Coast Guard, and Loyola College.
- Conducting *Awareness Rally* By Tamil Nadu Energy Development Agency on Rajiv Gandhi Renewable Energy Day from Egmore Museum to Pachiappa College;
- *Flipper Fest* - A festival organized every year at the institute by the tree Foundation, Roots & Shoots of India during which various competitions are held and prizes are given away,
- *Nature Camps* are organized to places like Yelagiri, Tiger reserve Areas
- Conduct of street plays, seminars oratorical, essay writing, pencil sketches, drawing competitions etc and prizes are given away.
- In order to create awareness of preservation and conserving nature, the club in association with Exnora visited Permabukulam forest range organized by the Forest Department of Tamil Nadu and Kerala.

Youth Red Cross :

Youth Red Cross, an important constituent of Indian Red Cross was started in the college in the year 2003. It inculcates in the youth an awareness in the areas of health, hygiene, civic and human responsibilities, service and spirit of helpfulness to others..

The three fold program consists of

- Protection of health and life
- Service to sick and the suffering

- Promotion of national and international friendship to develop the mental and moral capabilities of the youth.

Two staff members are designated as Youth Red Cross coordinators. They provide first-aid services in the college. They also attend various medical camps, visit orphanages, hospitals, blind schools all of which focus on community welfare schemes. YRC was given recognition during 2009 for the services rendered to the students in First Aid by St John's Ambulance.

Some of the activities are as follows :

- Traffic Regulation around the area during peak hours.(2005 -13)
- Visiting old-age homes (2005 – 2007)
- Visiting Orphanages and donating money and stationery collected from students (2006 – 2013)
- Coastal Cleanup (2010 – 2013)
- Arranging vehicle parking inside the college premises.

Leo Club

Leo Club is the Youth wing of Lion's Club International associated with Mambalam Lion's Club. The club was inaugurated in January 2012. It undertakes social awareness programs and development of individuals through leadership programs. It helps in providing Vocational Training Courses for all the students under the auspices of Dr Meena Muthiah Community Development Centre, an activity unit of Dr Meena Muthiah Study Centre of Youth Entrepreneurship.

Some of the activities are as follows :

- Green India 2012 – WALKATHON was organized by Lions Clubs International District 324 – A5
- Leo's performed a Street Play for the Zone Social of Lions Clubs International on the theme Save Trees & Awareness on AIDS.
- Leo's participated in the Road Safety Awareness for KPL as a part of ISR activities organized by the College for Five Days and insisted on the importance of Wearing Helmet for Motor Cycle Riders.

- 15 Leos served as Volunteers for the Science Express Biodiversity Special. They served as Science Communicators by interpreting the Contents in the Local Language for the General Public. They also helped the CEE (Centre for Environment Education) for conducting various Platform activities for the School students.
- The Club conducted Oratorical, Essay & Drawing Competition on Role of Students in Social Service.
- Provision's Day was organized by the Leo Club of KRMMC. Leo Members collected Provisions from the College Students & Faculty. Provisions worth Rs.35,000/- were collected for HOPE Foundation (A Home for Children affected with AIDS).
- World Ozone Day Celebrations in association with Madras Mambalam Lions Club
- Orientation for Nursery Management in association with National Agro foundation
- The Club organized an activity based Science learning program for 8th Std Students of General Cariappa School, Chennai
- World Services Day was celebrated in association with Madras Mambalam Lions Club.
- The Club organized a Career Guidance Program for all Final year Science Graduates of our college.
- Organized a mega Health Camp in association with Madras Mambalam Lions Club.
- Participated in Multiple Leo Meet, Regional Meet, Zone Social programs of Lions Club District - 324 A8.

3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?

- Every extension unit in the college has a President/Secretary. Any information regarding a social activity is passed on to the students through the coordinators. The president and secretary collect the names of the interested participants and sees that they are present at the venue of the social activity. The coordinators also maintain an

attendance register where attendance is recorded. Volunteers from our institution participate in the activities aimed at creating awareness among the public on various issues, which promote citizenship roles'

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

Involving the students in community services increases the perception of the college in the eyes of the stakeholders. The institution firmly believes that once the seed for community service is sown at an impressionable age, the students will continue the same for years to come. All students are exposed to various aspects of community service throughout their three-year term. The feedback mechanism followed by the institution with reference to the activities of all the extension units is of informal in nature.

The following are some of the activities

- The college is continuously involved with certain organisations like HOPE, MVBB, *Kakkum Karangal*, which shows that these institutions are highly satisfied with the services offered by the institution. Because of these qualities in service they are repeatedly associated with us.
- The staff, students, parents, and alumni are provided information regarding the various activities of the extension activities through the Orientation, Assembly, Notice Board, Parent Teacher Meetings, Old Students Association Meetings. The feedback from the students helps the institution to serve the community.
- All the students automatically become members of the Youth Red Cross. Involving the students in the community services increases the perception of the college in the eyes of the parents also. The parents are proud to see their children work for the benefit of others around them, though in a very small way for ex : acting as scribes for the children with special needs.

- Feedback from the parents indicates that the habit of regulating traffic has inculcated self-discipline, leadership qualities, time management, and social responsibility among the student community. ‘Helping the lesser privileged people bring out the brighter side of their own lives and makes them happier’ – the students themselves have remarked.

3.6.4 How does the institution plan and organize its extension and outreach programs? Providing the budgetary details for last four years, list the major extension and outreach programs and their impact on the overall development of students.

The extension programs and their outreach activities are introduced to the fresher's with an orientation program. The students can select any one extension unit and a representative is selected as a Secretary who coordinates all the activities to the overall development of the students. The feedback mechanism followed by the institution with reference to the activities of their extension units is of informal nature.

Each club has a budget of Rs 15,000 to Rs 20,000. A budget of Rs 15,000 is allotted by the University of Madras for NSS. All special programs are budgeted separately as per requirements from the Secretary.

The following are some of the out-reach programs :

NSS

- A “South zone Cultural Selection” organized by NSS unit and Madras University in our college,
- Conducting intercollegiate competitions on Poster Making and Slogan Writing under Red Ribbon Club.

Rotaract Club

- Mega events are conducted every year by the Rotaract Club of the college. The events include Inter Collegiate Documentary Film Competition on Social Responsibility.
- Various programs like Awareness on AIDS, Education Opportunities, Breast Cancer, Blood Donation Camps, End Polio

etc. are organized. Cultural Events like “Twinkle Stars” brought out the talents of *Anbu Karangal* and *Nethaji Mercy Home children*. *Nakshatra* in aid of eye donation, *Kumararajah Premier League (KPL)* with the aim of obeying the traffic rules, Road Safety Pledge Programme, distribution of books for District Project “*Shiksha*”, Rotary Youth Leadership Award (RYLA) are various other programs in which the Rotaract Club is associated with.

Nature Club

- Conduct of Nature camp at Tiger Reserve Areas of Kerala Forests, Pichavaram, Pondicherry and Chidambaram

Leo Club

- Activities of the Leo club include Leadership Training, Vocational Training program along with Dr. Mrs. Meena Muthiah Study Center for Youth Entrepreneurship, Mobilizing Blood Donors, Career Guidance Programs, Fund raising activities, Tree plantation, Popularizing Science activity, Traffic awareness campaign, Health camps & other activities along with Parent Club.

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?

The institution organizes several camps through its extension service units which promotes the participation of the students. Students enroll themselves in one of the extension activities of the college and extend their services towards the community

NSS

The institute conducts NSS Special Camps at various places involving our staff members to create awareness on various social issues for the general public. The staff members also accompany the students to the camp and guide them. The NSS camp conducted an economic survey at Urur Kuppam.

Rotaract Club

The staff members along with the volunteers created an awareness among the public on the importance of obeying traffic rules. The importance of wearing helmet was also stressed at four major signals at Adyar.

Youth Red Cross

A trip to Yelagiri with 50 students, 2 staff members and 2 lab assistants was organized to promote inter-personal relationships among students and to create a more friendly work atmosphere (2005).

Nature Club :

The staff members act as resource persons to judge various events and competitions conducted by Tree Foundation, Roots and Shoots of India, National Institute of Ocean Technology, Indian Coast Guard.

Leo Club

The Leo club of our college along with the Department of Mathematics conducted a socio-economic survey of the residents of Kattukudalur, a village near Melmaravathur in Tamil Nadu.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

The activities organized by the extension units of the college aim at developing the skills of the students. The programs are moduled in a manner that the students imbibe moral values and become good citizens of the country. They also empower the students with leadership qualities. The students are trained to uphold the traditional culture with a modern outlook. After participating in various events the students leave the portals of the college as social responsible citizens and would be aware of various social, economic differences. Some students also come forward to help the fellow students in payment of their tuition fees.

Some of the activities of various extension units which aim the above

are as follows :

- The NSS unit of the college conducted an economic survey at Urapakkam.
- The Leo club of the college along with the department of Mathematics conducted an economic survey for the residents of Kattukudalur, a village near Melmarvathur, Tamil Nadu.
- A trip to Yelagiri was organized by to study the topography, habitation and occupation of the people in and around the area. (2005)
- The Rotaract club proposes to conduct social surveys and research in future
- Nature Club has undertaken various project reports on environmental related topics. to celebrate International Coastal Clean-Up day, Biodiversity Day etc.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

All the extension units work towards

- Enhancement of student skills to build their personality
- Services to humanity through its community development programs
- Create awareness on social values and ethical principles of life
- Uphold of religious and Indian culture with modern outlook

NSS

- Develops personality through community activities
- Conducts camps for adaptability and awareness on community
- Students are provided with a platform of awareness on AIDS, Tobacco consuming awareness
- Attending seminars, rallies and village surveys

Rotaract

- Social awareness and values of life
- Personality enrichment with leadership qualities
- Friendship, service and fun
- Creates a platform for company and coordinating for various activities.

Youth Red Cross

A First-Aid course for the first year students of the institution is organized every year (2005 – 2013). This course aims at providing basic first-aid skills for all the students in case of any emergency. This course is given to the students based on a professional collaboration with St. John's Ambulance Service. The study material for this certificate course is provided by St. John's Ambulance Service. At the end of the course, an exam is conducted and certificates for the students are also issued. This certificate course aims at complementing students' academic learning experience. It also gives them real-life scenarios and equip them to help others at times of emergencies.

Nature Club

Competitions are also held during Wetland Conservation Day, International Coastal Cleanup day and prizes are given away. Students presented papers during the seminar at IIT campus on Marine Biodiversity.

- 3.6.8 **How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?**

The details of the institute's initiation to encourage community participation are:

- **Traffic Regulation** at the schools near by.: Volunteers from the institution render community services regularly. Our college is

situated in an area which is rife with schools and residential blocks. Volunteers help both the student community and the locals by joining hands with the police and regulating the traffic during peak hours. Our student volunteers put forth a suggestion which was accepted by the Adyar Traffic Police and made the stretch from our college entrance to the junction a one-way traffic. Our volunteers also insist that children are escorted to and from vans to the school premises. They make sure that over-speeding is completely avoided. Parents of school-going children are very happy with these changes.

- **Helping hand at Eye Hospital Egmore :** Extending the limits of the students, the volunteers willingly lent a helping hand to the Govt. Ophthalmic Hospital at Egmore. They did the Out-patient registration and helped the staff in managing the crowd inside the hospital. Having the experience they gained from traffic regulation around the college, the volunteers were able to lend a helping hand in transferring the patients from one block to the other on the other side of the busy Montieth Road. The staff of the hospital was very appreciative of the service rendered by the volunteers. (2008).
- **A mega carnival** was conducted for women in 2013. About 700 volunteers got training in various vocational aspects by expert trainers in Napkin Making, Chocolate making, Jewellery making, Mobile Servicing etc.
- Tree plantation, Tree census activity was organized at the institute to promote the sense of preservation of trees.
- Street plays and skits are performed to enlighten the students on social related issues like Personal Hygiene, AIDS, Marine Biodiversity, Adherence to traffic rules etc.
- Talks on waste management by Exnora
- Most of the Leo Club activities are carried out along with the Parent Club (Madras Mambalam Lions Club) & along with Lions Club District 324 – A8.

- Lions club of Mambalam in association with Dr. Mrs Meena Muthiah Study Centre for Youth Entrepreneurship offers Tailoring classes for under privileged women.
- Free Tailoring Machines were provided for the under privileged women by Lions club of Mambalam in association with Leo Club of KRMMC.
- Mega Tree Plantation Program in association with Lions Club District 324 – A8 & President Kattukuddalur Village Panchayath, Kancheepuram District.
- Activities of awareness programs like eye donation, eye camps, cancer awareness, and attend leadership camps.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

Constructive relationships with other institutes of these extension units are as follows :

NSS

- The NSS Unit of the college together with Rotaract Club and Madras Voluntary Blood Bank organizes Voluntary Blood Donation Camp.
- NSS Unit and National Agro Foundation organized a Social Service at the *Illedu* Village,
- NSS Unit and Panchayat of Ururkuppam jointly organized Social Service for people of the slum areas.
- NSS Unit and Adyar Cancer Institute jointly organized a Rally based on Health Cleanings and Smoke Free Chennai Projects.
- NSS Unit and Tamil Nadu AIDS Control Association jointly organized 10 hour classes for the students on “Celebrating Life”.

Rotaract Club

- Rotaract associates itself with the Parent Club and District Club, other Rotaract Clubs for organizing events for the service of the

community. A recent event called “*Vidyal*” (2013) was organized along with the Rotaract Club of Ambattur for the specially challenged children and the venue for the event was sponsored by Rotaract Club KRMMC.

Youth Red Cross

- Our volunteers also form a part of the group of colleges involving in various other YRC activities. Fulfilling a role which they chose, our volunteers involved themselves in cleaning up the campuses and premises belonging to THE INDIAN RED CROSS SOCIETY, Egmore. This was done with the help of a number of other institutions in the city. The message of a clean and green environment was given by the students to the community through this exercise. (2010)
- Blood donation begins with us. True to word and spirit, our institution organizes blood donation camps every year, along with all other extension services. Recognizing this spirit of community service in our students, IRCS invited us to participate in a Blood Donation Camp organized at The Raj Bhavan. Hon’ble Governor of Tamil Nadu, His Excellency, Shri. Surjeet Singh Barnala complimented the students on their endeavours in support this excellent cause.
- Various Competitions organized by IRCS to commemorate the Geneva Convention day sees very active participation from the volunteers of the institution and win prizes also.

Nature Club

- Flipperfest is organized annually in association with Roots and Shoots of India, Tree Foundation and Loyola College during which various competitions like Oratorical, Essay writing, Photography etc are organised and prizes are given away.
- International Coastal Clean-up day is organized in association with SACEP, UNEP, Indian Coast Guard and Loyola College

Leo Club

- Hope Foundation, Vikram A Sarabhai Community Science Centre, President Kattukuddalur Village Panchayath, Kancheepuram District.
- Dr.MM Study Centre for Women Entrepreneurship and Vocational Training Centre organized community based entrepreneur training along with other extension services in villages.

3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

- Our YRC service unit won the St. John's Ambulance Award on behalf of the institution for training the maximum number of students for the First Aid course.
- The NSS Unit of our college has received awards namely "Tobacco Free Institution, *Kai Tharikku Kai Kodupom* (Co-optex) & Blood Donation" for every year for its service to the society.
- The Rotaract Club of KRMMC has received various Citations and Awards in recognition for its service to the society.
- A Token of Appreciation was given to Nature Club by *Nizhal* during the Tree Plantation Drive as a part of *Go Green* Initiative.
- An appreciation shield *The Ocean Guardian College* was presented to the institution by Tree Foundation.
- A cash prize was awarded to the participants of the skit at Science City
- Hope Foundation has recognized Leo Club for the Provisions Day.

- Student volunteers of Leo Club were awarded with appreciation letter by Science express Biodiversity special for their service.
- General Carriappa School has recognized the Leo Club for the Popularizing Science activity.
- Leo club was recognized for its support by the Lions Club - Region 7 – District 324 – A8 for participation in the 1,00,000 tree plantation program.
- Lions Club of Mambalam recognized Leo's for mobilizing Blood Donors at the Island Ground during the Mega health camp.

3.7 Collaborations

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

Students of Biotechnology department both under graduate and post graduate and Microbiology visit various labs in the city and carry out various projects. All the projects are self funded.

3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

List of Collaborations are as follows :

- MOU with Annamalai University- Distance Education
- USIS and British Council Library
- Blue Chip Technologies
- Layam Management Solutions
- Back to Basics (B2B)

- Opportunity Learning
- Lions Club of Mambalam
- National Agro Foundation
- Seechange Consultancy

All these collaborations have helped to a great extent in enhancing the skill set of the students. *Layam Management Solutions* conducted Soft Skills classes for first year students which improved their communication skills. B2B organized an industrial orientation programs which created an awareness among the students as to the expectation of the job market.

- 3.7.3 **Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.**

Nil

- 3.7.4 **Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.**

The college through their respective departments organizes various seminars, national and international conferences during which eminent scientists are invited to give lectures.

Eminent guest lectures are listed out in Appendix 3.1.8.

- 3.7.5 **How many of the linkages/collaborations have actually resulted in formal MoUs and agreements ? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated –**

Informal MOU's and agreements

Annamalai University

Blue Chip Technologies

- a) Curriculum development/enrichment Annamalai University
- b) Internship/ On-the-job training
 - Department of Computer Science and Applications Electronic Sciences, Business Administration, Corporate Secretary ship take up internship and do projects in many leading companies in Chennai.
- c) Summer placement
- d) Faculty exchange and professional development
- e) Research
- f) Consultancy
- g) Extension
- h) Publication
- i) Student Placement
- j) Twinning programs
- k) Introduction of new courses
- l) Student exchange

Agro Foundation : NSS camp was organized at Agro Foundation, Choonampet for two years. The students conducted a socio economic survey on their standard of living and also of other residents nearby.

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations.

Nil

Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.

College has initiated the following

1. Placement Forum

connects all HR and Placement Officers.

2. Consultancy Forum

where the in-house expertise act as advisors to the students and outside public too.

3. Women's Forum -

acts as a catalyst for the enhancement and enrichment of women in all their activities.

Criterion IV

Infrastructure and Learning Resources

CRITERION IV

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

College has the state-of-the art infrastructure. The management enhances the facilities as per requirements due to increase in courses and strengths. Classes are well furnished with fantastic ventilation and amenities for the comfort of teaching and learning.

4.1.2 Detail the facilities available for

- a) Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.

Facilities

- *Excellent infrastructure*

2.5 acres of land and 4.5 acres of sports ground adjacent to Adyar river

Spacious classrooms, Conference Halls, Audio visual rooms well equipped laboratories, staff rooms, Health centers, Library, Computer facility/ ample lighting and ventilation, hostel facility for girls

- 1. Class rooms numbers : 40
- 2. Technical Enabling Learning: AV room, OHP, Internet Access
- 3. Hall nos : *Ground Floor - 2*
Millennium & Lunch halls)

| | | |
|-------------------------------|---------------------------|--|
| | | Second floor 1 |
| | | Third floor 1 |
| used for various competitions | | |
| 4. | Laboratories | : 9 |
| 5. | Botanical Garden | : 1 |
| 6. | Specialized facilitated : | * Computer labs (2) with free internet access * Biotehnology lab with specialized equipment |

- ***Exclusive indoor and outdoor games*** are organised throughout the year

Indoor games : Chess, Carrom and Table Tennis

Out door games : Athletics, Cricket, Kho-kho, Volley ball,
Throw Ball, Hand Ball, Kabaddi, Foot ball

- ***Sports Advisory Committee*** includes 8 members who discuss the yearly plans and future projects
- ***Kumararajah Muthiah Memorial Rolling Trophy*** was instituted by the management in 2005 for volley ball is now extended to National level. The same tournament is also extended to other games like
 - Kho- kho (men and Women)
 - Kabaddi (men)
 - Throw ball (women)
 - Throw ball and Kabaddi for boys and girls
 - A rolling shield is given for winners and runners
 - Accommodation and food is free to all outstation teams
 - A total of cash prizes for Rs 50,000/- are given away up to four places
 First place : Rs 20,000/-, Second place : Rs 10,000/-
 Third place : Rs 5,000/-, Fourth place : Rs 3,000/-.

- ***Madras University Tournaments*** are also conducted at our college premises for the past eight years for games like Table Tennis (Men and Women) and for chess (Women).
 - ***Health and Hygiene*** : A team of doctors from Apollo are deputed for a health checkup through the extension service units. Eye testing camps are also conducted.
- b) **Extra-curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.**
- Sports ground
 - Outdoor games
 - Indoor games
 - Gymnasium
 - Auditorium (A/C)
350 seating capacity for all events to be listed
 - NSS Room
 - Cultural activities Details enclosed
 - Public Speaking community skill development
Personality development
 - Soft skills for English
 - Literary Club
 - Yoga :
Compulsory for all final years and awareness of Art of Living
 - Health & Hygiene Well maintained Health Centre under YRC

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master

Plan of the Institution/ campus and indicate the existing physical infrastructure and the future planned expansions if any).

Since inception in the year 1996, the college keeps on pace with the needs and requirements. Facilities developed are listed out as follows :

Academic activities

- 42 class rooms with a seating capacity of 70, each adequately furnished with benches, black board, teachers desk each of 720 sq. ft. Total class rooms area is 30,240 sq. ft
- 9 labs with adequate equipment of app. 2500 sq. ft each. Total area is 18408 sq. ft
- 2 halls Millennium Hall (3000 sq. ft) used for students association meetings and
Lunch Hall (3750 sq ft) used as a lunch hall for all the students

Extra-curricular activities

- Audio visual room 750 sq ft
- Office Room 360 sq ft

Co-curricular activities

- Open air theatre 875 sq ft
- A/C Auditorium 3750 sq ft
- 5 vacant halls 3000 sq ft each for conducting yoga
- Gymnasium 1100 sq. ft

Sports

- Separate playground 5.5. acres is present adjacent to Adyar river in which various games are conducted.
- Different courts are present for different games
- 200 m track is available
- Maintenance of the ground is done by markers and security personnel
- Overall supervision by Physical Directors

Dining Hall

- Capacity of dining hall is 100

- A team of menial staff cleans the hall after lunch hour daily
- A canteen is maintained by the management of the college
- Dining hall for the guests is also maintained

Miscellaneous facilities

- Every floor has a drinking water fitted with Aquaguard
- All science laboratories (Microbiology, Biotechnology, Electronics and Computer Science) are provided with excellent infrastructure facilities, equipments and other requirements suitable for that discipline. All labs are provided with water and fire extinguishers.

The details of the lab equipment of each discipline are listed out in Appendix 3.3.1.

- Intercom facility has been given to all departments and to the office room

Future plans :

- College is planning in future for a eco-friendly canteen for the welfare of the students.
- Additional rooms above the auditorium have been planned for additional courses.

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

- Lift facility
- Volunteers to help the handicapped
- Comfortable tables
- Special attention to them
- Provision for vehicle parking like car, auto at the entrance of the college to carry the disabled students

4.1.5 Give details on the residential facility and various provisions available within them:

- ***Hostel Facility*** : Accommodation available only for girls with spacious room which is secure and safe with tight security. The

hostel has a warden, two house keepers and a watchman Principal and Secretary visit the hostel at regular intervals

- ***Recreational facilities*** : Lush, Green open space lawns, AV, TV games, gym, TV in hostel.
- ***Hygiene*** – Constant supply of safe purified drinking water
- ***Computer facility*** including access to internet in hostel
- ***Facilities for medical emergencies*** A Medical room provides first aid for students through YRC
- ***Library facility*** in the hostels No
- ***Internet and Wi-Fi facility*** Internet :Yes ; Wi-Fi :No
- Available residential facility for the staff and occupancy No

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

- Arrangements of first aid and medical care are fully available through YRC

4.1.7 Give details of the Common Facilities available on the campus – spaces for special units like IQAC, Grievance Redressal unit, Women’s Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

Some of the common facilities available in the campus are :

| | | |
|---|----|---------------------|
| IQAC - | : | Principal's office |
| Grievance Redressal Cell | : | Library |
| Women Cell | -: | Library |
| Counsel / Career Guidance /Placement cell | : | PCGC room -II floor |
| Health centre | : | II Floor |
| Canteen | : | Campus |
| Auditorium | : | Campus |
| Staff Room | : | Campus |

| | | |
|-------------------------|---|--------------|
| Recreation Room | : | -- |
| Students centre | : | Common Room |
| Water Facility | : | Campus |
| Extension Services Unit | : | Second Floor |

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

- Yes. The library has an efficient and effective committee. The committee discusses the requirement of the library, purchase of journals, library hours for the students etc. An ad hoc committee checks the stock at the end of every year

Composition of the Library Committee

- Principal - Dr. P.T. Vijayshree
- Vice Principal - Mrs. R. Selvi
- Heads of the departments
- Librarian

4.2.2 Provide details of the following:

- Total area of the library (in Sq. Mts.) 2460 sq ft
- Total seating capacity around 100
- Working hours
 - on working days 8.15 a. m to 4.00 pm
 - on holidays 8.15 a.m to 4.00 pm
 - before examination days 8.15 a.m to 4.00 pm
 - during examination days 9.00 a.m to 2.00 pm
 - during vacation remains closed

- Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources) enclosed. Refer *Appendix 4.2.2* for layout of the Library.

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

- Amount spent of new books / journals are given below :

| Library holdings | 2008-09 | | 2009-10 | | 2010-11 | | 2011-12 | |
|-----------------------|----------|-------|----------|-------|----------|--------|----------|--------|
| | No. | Cost | No. | Cost | No. | Cost | No. | Cost |
| Text books | 176 | 85941 | 94 | 26004 | 170 | 40,958 | 254 | 69,824 |
| Reference Books | 36 | | 58 | | 26 | | 36 | |
| Journals/ Periodicals | 30 22 | 34130 | 34 22 | 34580 | 33 27 | 35,867 | 35 27 | 52,942 |
| e-resources | | | | | | | | |
| Encyclopedia | | | | 2 | | | | |

- Circular is sent to all the departments for the purchase of books , magazines journals every year

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

- **OPAC:** The books are classified using Dewey Decimal Classification and arranged in such a way any user can access it very quickly and easily. Students are allowed to use the library at any time without any hindrance. The reading materials are open to all for usage.
- **Electronic Resource Management package for e-journal :** The publishers allow us to download the journals for which we are subscribing. For Economic and Political weekly and some of the

management journals and elector. As such we do not have any package for e journal

- Federated searching tools to search articles in multiple databases : -- **Nil**
- **Library Website :** : **Nil**
- In-house/remote access to e-publications : e publications can be viewed from the computer lab here the NET facility is provided separately kept for that purpose.
- **Library automation** : Yes the library is automated with a special software developed by expertise in the field. It has cross reference to author, title, publisher, classification , number and accession number. In addition the profiles of students are also available.
- Total number of computers for public access **8**
(separately kept in computer lab for research & resource Management)
- Total numbers of printers for public access **1**
Students are allowed to use the printers available in the computer lab adjacent to the library.
- Internet band width/ speed **2mbps**
 2mbps 10 mbps 1 gb (GB) 2mbps
- Institutional Repository **Yes**
 - Annual reports
 - Newsletter
 - Departmental Magazines
 - Environmental projects
 - Final year student project reports
 - In future copies of the Ph.D thesis guided by the Principal will also be available
- Content management system for e-learning **--**
- Participation in Resource sharing networks/consortia (like Inflibnet)
We are member in INFLIBNET and we propose to share our

resources with Science City which links libraries in Southern parts of Chennai through a network

4.2.5 Provide details on the following items:

- Average number of walk-ins : 50
- Average number of books issued/returned : 25 -50
- Ratio of library books to students enrolled : 1:6
- Average number of books added during last three years : 658
- Average number of login to OPAC : 609 for 3 yrs
- Average number of login to e-resources : 15
- Average number of e-resources downloaded/printed : 25
- Number of information literacy trainings organized : Library Day is celebrated every year and the lecture delivered on the importance of books and Library usage by distinguished guest from various discipline. A book talk will be held among the students to create awareness about how importance is to develop the habit of book reading. Competition in the review of books was also conducted.
- Details of “weeding out” of books and other materials : We have not yet withdrawn old edition books from the library collection. The newspapers and magazines are removed from the library at the end of every year and kept in the stock room.

4.2.6 Give details of the specialized services provided by the library :

- ***Manuscripts*** : General manuscript briefing the activities of the college including library activities is being published.
- ***Reference :*** Library professional will help the students and the faculty in reference work.

- ***Reprography*** : A xerox machine is kept in the office and in the principal's room for this purpose.
- ***ILL (Inter Library Loan Service)*** :
We have sufficient collection for our students and the faculty. So there was no such necessary so far. In spite of that we are planning to have such facility from IIT Central Library, Chennai, Connemera Library, Chennai.
- ***Information deployment and notification (Information Deployment and Notification)*** :
The list of new collections added to the library will be displayed in the library as well as department notice board. Events of the library, any information pertaining to the development of Science and Technology and other aspects will be displayed.
- ***Download*** :
As per the request downloading of articles and any other information is done.
- ***Printing:***
As per the request printing of articles and any other information is done.
- ***Reading list/ Bibliography compilation*** :
A database contains the details of the books and journals is available in the library.
- ***In-house/remote access to e-resources*** :
In order to access e-resources, systems are allotted in the computer lab adjacent to the library with e resources. However access to e-resources are also taken care by the respective departments.
- ***User Orientation and awareness*** :
Library Day is celebrated every year on August 12th, a tribute to S.R. Ranganathan, Father of Library Science on his birthday and lecture delivered by the chief guests of various discipline on the importance of books and library usage. During that day essay writing on the importance of library, oratorical competition on the topic '*book that impressed me*' and review of books are being

conducted. Further, '*Best Annual User Award*', also would be awarded to student(s) who use the library fruitfully.

- ***Assistance in searching Databases :***

Assistance would be given as per the request of the user.

- ***INFLIBNET/IUC facilities :***

We are member in INFLIBNET (N-list) which is available for the usage of the students and staff members.

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

The library remains open between 8.15.am and 4.00 pm. Our library motto is '*Right book to the reader at the right time*'. Based on this concept, the requirements of the students and faculty will be met by the librarian by finding and handing over to the required book to the reader at the right time. The library professional assists the faculty and students in all aspects like downloading the articles and access to learning resources. The library facility can be used at any time on any day. The library is always neat, tidy free and calm creating an environment for the users to enjoy reading or referring the books journals and magazines inside the library. Books are being circulated and reservation also made for the books already circulated. The list of the new collections will be displayed on the notice board of the library and the departments. New arrivals of journals, books and magazines will be displayed in the rack.. The library is automated so that access to the library books is very easy.

- Accessible support from librarian and support staff
- Catalogue list with various publishers are easy to locate
- New books entry and journal are put up on the notice board of the library
- Department is also informed about the new arrivals

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

- Top priority is given to physically challenged

- Students, faculty and library staff and fellow students help these students to have access for the books

4.2.9 Does the library get the feedback from its users? If yes, how is it analysed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analysed and used for further improvement of the library services?)

Yes. A survey is being conducted among the students through questionnaire method to get the feedback of the college activities including library services. Based on this feedback necessary services are being implemented throughout the college including the library. Based on IQAC feedback further improvements are suggested to the librarian by the Principal.

4.3 IT Infrastructure

4.3.1 Give details on the computing facility available (hardware and software) at the institution.

- Number of computers with Configuration :
(provide actual number with exact configuration of each available system)

| Name | Configuration | Quantity |
|--------|---|----------|
| Lenovo | Intel Pentium 4 CPU 266 GHz, 512 mb RAM | 40 |
| HP | Intel Pentium 4 CPU 266 GHz, 1 GB RAM | 26 |
| IBM | Intel Pentium 4 CPU 266 GHz, 512 mb RAM | 23 |
| Acer | Intel core 2 Duo CPU @ 2.93 GHz 2 GB RAM | 21 1 |

- *Computer-student ratio* 1:2
- *Stand alone facility* :
Stand alone facility is available in the staff room of all

departments. The departments are provided with a stand alone PC with required peripherals that serves the purpose.

- ***LAN facility***

The college is having the lab wide networking of 125 computers and 2 servers. The complete LAN is built on a corporate pattern and has access to servers from any computer. The LAN consists of 2 computer labs. In addition several PCs are provided in office for administrative work and also in the departments.

- ***Wi – fi facility :***

At present Wi-fi facility is not available in the college premises

- ***Licensed software :***

- Windows 2000 server
- Office XP Professional
- Borland C+
- SCOUNIX
- ORACLE
- Novel Netware
- Suse Linux
- Norton Antivirus
- J Builder
- Visula Studio 2005
- Windows XP Professional

- ***Number of nodes/ computers with Internet facility:***

The college has a dedicated lease line circuit of 2Mbps for high speed internet connectivity in the campus. This is in addition of two standby 512 Kbs connections of DSL for redundancy. The internet facility is available in the first floor computer science lab.

- ***Any other*** :

Internet facility is available in the examination room and in the Principal's office.

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

Internet service is available for both staff and students. 8 systems are connected to internet in the Computer Science lab. Systematic planned access to internet for students is maintained. Ratio of computer and students is 1:2 web site access. The college has a very good support facilities in the form of a lab wide local area. Network and departmental computer to students ratio works out to 1:2 for the college. A large number of leased software packages are available in the department to meet specific requirements. The college has 2Mbps Broad Band Leased line internet connectivity from Airtel Provides Internet facility for the students and staff during the college working hours.

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

The college upgrades whenever there is a need for higher configuration. New Hardware is also purchased and parts replaced. Sometimes hardware and components are used for demonstration too. The institution plans strategies for deploying and upgrading the IT infrastructure and associated facilities are

- Automation of centralized attendance system
- Automation of master timetable system
- Intra net facility to provide value network resource access

4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

Amount spent on procurement, upgradation, maintenance

| <i>Year</i> | <i>procurement,</i> | <i>up gradation,</i> | <i>maintenance</i> |
|-------------|---------------------|----------------------|--------------------|
| 2007 -08 | 16,00,000/- | 1,00,000/- | 44,600/- |
| 2008 -09 | 9,00,000/- | 1,00,000/- | 44,600/- |
| 2009 -10 | 3,50,000/- | 50,000/- | 54,000/- |
| 2010 -11 | 4,50,000/- | 50,000/- | 1,02,950/- |
| 2011 -12 | 3,50,000/- | 50,000/- | 1,02,950/- |
| 2012 - 13 | 3,50,000/- | 50,000/- | 1,02,950/- |

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/learning materials by its staff and students?

- Teachers are well equipped in ICT Learning
Examples : Management topics, Dot Net, Web Technology etc
- In-house Faculty Development Programs are also conducted for all faculty to know the use of computers / ICT learning
- Internet browsing by faculty for research and upgrading the teaching methods
- Air conditioned auditorium, audio visual room with LCD projectors/OHP are also available
- Auditorium and Audio-visual rooms is also used for seminars on ICT learning
- Faculty uses audio visual aids for teaching
- With the implementation of the communication software in the college, the staffs are able to exchange notices, circulars, and information with each other.
- The mail facility available in the college is used for various activities. Teachers teaching the same subject exchange subject related information, question papers, worksheets, lesson designs etc. Gradually we plan to implement the concept of the corporate sector of a paperless office.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

- Excellent Teaching Learning Resource
- Independent student oriented learning
- Orientation to teachers/students to change the teaching methodology

- Training sessions for students for Internet usage
- Well equipped labs – LCD and OHP for computer based teaching learning
- Internet week was organized to give training to students for those who do not know to access the Internet.

Following clearly illustrates the activities and technologies deployed by the institution using ICT to support teaching learning process

Students can use ICT to find out information and to gain new knowledge in several ways. They may find information on the internet or by using and ICT bases encyclopedia. They may find information by extracting it from a document prepared by the teacher and made available to them via ICT such as a document created using Microsoft Word or by Microsoft Power point slide show. They may find the information by communicating with people elsewhere using email such as students in a different school or even in a different country

Processing Knowledge

Students can use ICT as a part of creative process where they have to consider more carefully the information which they have about a given subject. They may need to carry out calculations (eg by using Microsoft Excel) or to check grammar and spelling in a piece of writing (perhaps using Microsoft Word) or they may need to re sequence a series of events (for ex by reordering a serried of Microsoft Power point presentations)

Sharing knowledge

Students can use ICT to present their work in a highly professional format. They can create documents and slide shows to demonstrate, that they have learned and then share this with other student, with their teachers and by e-mail with people all over the world.

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

Not applicable.

The institution does not avail of the National Knowledge Network connectivity directly or through the affiliating University

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

| No. | Category | Budget |
|-----|-----------|----------------|
| a. | Building | Rs. 15,000,000 |
| b. | Furniture | Rs. 4,15,000 |
| c. | Equipment | Rs. 2,50,000 |
| d. | Computers | Rs. 1,04,400 |
| e. | Vehicles | Not Applicable |
| f. | Any other | -- |

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

- The campus is well maintained by the management
- College development fund is used for the repairs and maintenance
- Management approves and allocates funds for the maintenance and requirements
- AMC is maintained for all equipments and lift
- Counter check up is done for equipments in the labs with the help of the staff members at the end of every academic year to maintain the resources and stocks.

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?

- Annual maintenance for all equipment is done
- Repairs and maintenance are carried out at regular intervals

- Day to day maintenance is done to maintain an environment pollution free, clean and tidy campus
- Management provides excellent support to the devices for both electronics and electrical equipment.
- Management deputes staff for campus maintenance /construction /electrical/ carpentry/ masonry/plumbing/painting/general maintenance and security.
- Day-to-day aspects are very well taken care by a team of staff members especially in laboratories.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

- Sciences : Lab staff with the heads of the department have clear cut idea on the maintenance of the sensitive equipments
- Any damage or replacement is taken care of regularly

Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.

- Plans are made to have CCTV Connectivity
- Connectivity through Intra & Internal facility is under process.

Criterion V

Student Support and Progression

CRITERION V

STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If ‘yes’, what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Yes. The institution publishes its updated prospectus, handbook, college magazine and a news letter (*Kayaremem Reflections*) annually for the benefit of the students. The information disseminated to the students through these publications are as follows :

a) *Prospectus*

- Vision, aim and mission
- Courses and fee structure (UG & PG)
- Significant features of the college
- The scope of each discipline
- Admission Procedures
- Eligibility Criteria
- Prospects of higher studies and job opportunities

b) *Handbook*

- Vision, aim and mission
- Significant feature of the Institution
- Members of the College Governing Body
- Members of the Faculty and their responsibilities
- Academic Calendar

- Courses offered – Both UG and PG
- Fee structure and Scholarships available
- Skill Development Courses
- Innovative methods introduced by the University of Madras
- *Rules and Regulations* - Attendance, Maintenance, Admission withdrawal, Discipline, Examination, Library, Dress code, Ragging
- Academic Vista – Time Table, Associations and their activities
- Extension services – YRC, Nature Club, Rotract Club
- College Union members
- Cultural activities of the College
- Prizes, Awards & Recognition
- Placement Cell, Entrepreneurship Cell, Ragging Redressal Committee, The Reach, Alumni Association, PTA Meetings etc.
- Chettinad group of Institutions

c) *College Magazine :*

A College magazine is brought out annually which contains annual report, information about the events organized by the various associations during the academic year and articles contributed by the students.

d) *Kayaremem Reflections :*

A Newsletter of the college is brought out periodically and contains highlights about the important milestones and other events.

5.1.2 Specify the type, number and amount of institutional scholarships / freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?

a) *Providing financial aid :*

- *Scholarships by the Management* : The management selects the students based on their economic background, academic records and behavior for the scholarship.

- Hariharan of I.B.Com Gen. and Vinod of III B.Sc Mathematics were awarded the scholarship for the academic year 2010 – 2011. Total tuition fees was waived off
- Naveen Kumar of English Literature had been given a waiver of fees from 2009-12 since he hailed from a economically weaker family.
- *Students Welfare Fund* : The fund is instituted to cater to the needs of economically backward students by providing financial aid for the payment of tuition fees, examination fees, purchase of books or any other materials required for the course. The contributors to the fund are Principal, the faculty and students.
- *Aid from other agencies* : College interacts with outside welfare associations like Shirdi Sai Trust, Shri, K.R. Sunderrajan Charities, Shri M. Bhaktavatchalam Centenary Celebration Committee Trust and Rajah Shri Annamalai Chettiar Charities to provide financial support to the students.

5.1.3 What percentage of students receive financial assistance from state government, central government and other national agencies?

- Scholarship through State Government - : Scheduled Caste, Scheduled Tribe, Farmers, Weaker sections of Society, First generation graduates
- Scholarship through Central Government; ICCR
- Other Agencies : Shirdi Sai Trust, Shri, K.R. Sunderrajan Charities, Shri M. Bhaktavatchalam Centenary Celebration Committee Trust and Rajah Shri Annamalai Chettiar Charities
- TN Education Trust

2 % of the students receive financial assistance from above agencies.

5.1.4 What are the specific support services/facilities available for Students from SC/ST, OBC and economically weaker sections

- Provides scholarship under various schemes organized by the

government and other private organizations.

- Special waiving of tuition fees for weaker sections who excel in academics

Students with physical disabilities

- Students can use the lift up to the fourth floor.
- The college portico provides provision for the vehicle to approach till the main entrance

Overseas students

- The College has a separate Association for foreign students called ‘SAFE’ ***Students Association for Expatriates..***
- Ms V. Deepa of the English Department co-ordinates the activities of this Association and counsels them according to their needs.
- The College also provides support for Visa extension and Police clearance.
- The Association also conducts cultural programs as a way to make their environments comfortable.
- A gist of activities is as follows :

| Date | Event | Chief guest |
|----------|--|---|
| 12.10.09 | Installation of SAFE by cultural extravaganza | Dr. Pappu Venugopal Rao <i>Associate Director General AIIS (Retd.)</i> |
| 11.12.09 | Food Carnival (Conducted as a part of Meena Aunty’s 75 th Birthday Celebrations) | Dr. Mrs Meena Muthiah |
| 27.01.10 | Students of SAFE participated in the Intercollegiate Bazaar conducted by the <i>Department of Commerce</i> . | |
| 29.09.10 | Bridal Make-up | Mrs. V. Sumathy, <i>Dept. of Mathematics</i> Mrs L. Mathukrithgha, <i>Dept. of Comp. Sciences & Appl</i> |

| Date | Event | Chief guest |
|----------|--|--|
| 29.09.10 | Cooking | Mrs. V. Rajalakshmi <i>Dept of English</i> Ms. Janani Rengarajan <i>Dept of Mathematics</i> |
| 26.10.10 | Visit of students from Virginia University | |
| 24.02.12 | Bridal make-up Singing Cookery Fashion Show | Mr Bhasker Rajah, Former American Diplomat, Adviser Birla Edutech |
| 27.09.12 | Floral Display Cookery, Quiz | Dr. V.D. Swaminathan, Director, UCIR, University Center for Interrelations, Chennai |

Students participation in various National and International Conferences

- Students are given permission to participate and present papers in various national, international conferences and seminars. The staff displays the intimations of the same on the notice board.
- The staff also selects students and helps them to prepare for the same and conducts mock presentations to instill confidence.
- The students are given attendance for their absence during such participation in other colleges and venues.
- The staff also helps them in their academics and practical during their absence during these presentations.

Medical assistance to students: health centre, health insurance etc.

- *Insurance :*
Students Safety Insurance Schemes, under the auspices of University of Madras with a premium of Rs 45/ per head.
- First Aid of the college through Youth Red Cross comes to the rescue of the students in case of any accidental fall or injury etc.

- Health awareness programs, eye camps are organized for the benefit of the students
- Students falling sick during college hours are escorted to their homes. Their parents are also being informed.

Organizing coaching classes for competitive exams

- The College organizes coaching classes for TANCET exams in association with TIME institute.
- Orientation on IAS examination is organised in collaboration with other colleges like Abdur Rehman University.
- Business schools like VLIM, Chennai Business School provides value addition programs to create awareness about GMAT, CAT, TANCET Examinations.

Skill development (spoken English, computer literacy, etc.,)

- Personality Development are conducted to improve the attitude of the students
- Entrepreneurial Development programs for aspiring entrepreneurs
- Vocational Training courses like tailoring and embroidery, jewellery making, mobile servicing and computer hardware & networking
- Certificate Courses from various departments

Support for slow learners

- Slow learners are supported with extra remedial coaching classes, Bridge courses
- Study materials and question banks are also provided to slow learners.

Exposures of students to other institution of higher learning/ corporate/ business house etc.

- Students of Arts stream are tied up with linkages of corporate and business houses like VLIM, Chennai Business School etc.

- Students of Electronics are being taken regularly to Kalpakkam every year to create interest in the atomic research areas.
- Students of Science stream are encouraged to undergo special training in workshops, laboratories like Kings Institute, Medall Institute etc which helps them in a long way in higher learning and research institutes. They have hands-on training on many instruments which they would not have been exposed to during their degree courses.

Publication of student magazines

- The college provides funds for bringing out a *departmental magazine* annually. The magazine comprises of articles related to their fields. Students act as editors with the help of a staff co-ordinator. Each magazine has a specific name suitable for the department. like *Spectator* (English), *Vanavil* (Tamil), *Rim jhim* (Hindi), *Tarangini* (Sanskrit), *Biovistas* (Biotechnology), *Informatiques* (Computer Science & Applications,) *Quest* (Electronics & Communication Science) *Matik Spark* (Mathematics), *Aakriti* (Microbiology) , *Bizcraft* (Commerce), *Insight & Foresight* (Business Adm. & Economics) *Corporate Dimensions & Dynamics* (Corporate Secretaryship) etc.

The college also encourages the departments to publish newsletters like *Bits & Pieces* from department of Business Administration & Economics, *Fusion & Fission* from the department of Corporate Secretaryship, and *N Dimensions* from the department of Mathematics.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

The institution provides the following facilities for the students to promote their entrepreneurial skills

Entrepreneurship Cell

A certificate Course on Entrepreneurship is conducted every year for the final year students of Arts stream motivating them to start ventures on their own. The cell conducts a 20 hour certificate course which motivates them to start ventures on their own.

Details of activities of Entrepreneurship Cell are listed out in Appendix 5.1.5 (a)

Dr. Meena Muthiah Study Centre for Youth Entrepreneurship

A Research and Activity Unit of KRMM Research wing aims to foster the spirit of entrepreneurship among youngsters especially women to make them job providers than job seekers. . The unit aims to stimulate the thinking of students, academicians, research scholars, experts and general public on nurturing Women Entrepreneurship. It functions with special focus on research oriented activities and action oriented programs. The centre aims to focus on research oriented aspects and also conduct training to the needy to take up entrepreneurship as their career.

About the Centre

- Started during the year 2008 as ISR activity
- Has organized three seminars
 - 1. Women entrepreneurial Development.
 - 2. Women empowerment- Challenges, issues and opportunities
 - 3. Women Entrepreneurship- multi dimensional approach
- Published two books with ISBN number through Vijay Nicole publications
- Hands on training – jewellery making, bag making and cards at Puzhal village, Urur kuppam, Chinna Neelankarai kuppam and Chunampet village.
- Awareness on Entrepreneurship and support activities given to village women and youngsters
- Conducted Women entrepreneurship carnival – awarded women on their exclusive achievements.

- In association with Aval vikatan and Lions club International, the centre conducted hands on training for 250 women on Napkin Making, Chocolate Making, Mobile servicing, health mix making and paper jewellery making.

Details of activities of Dr. Meena Muthiah Study Centre for Women Entrepreneurship are listed out in Appendix 5.1.5 (b)

BYST and India Trust :

The College is also associated with BYST and India Trust for making young generation as job providers.

Bazaar

Every year intercollegiate Bazaar is conducted by the Commerce department to encourage the students to take up entrepreneurship. Various stalls are put up by different colleges in the city and prizes are given for the best stall and best entrepreneur.

Vocational Training centre

Dr. Meena Muthiah Community Development Centre is an ancillary unit of the study centre which was initiated during 2011 in order to conduct vocational training to the students and also to underprivileged sections of the society. It has joined hands with the Lions club of Mambalam in conducting crash course on tailoring and embroidery, jewellery making, mobile servicing and computer hardware and networking. The aim of the CDC is to extend as a production unit and market the products in future.

Details of activities of Vocational Training centre are listed out in Appendix 5.1.5 (c)

Impact of these efforts

The following is the list of students who have taken up entrepreneurship as a career

Dr. Kapilan, BCS Psycho & Hynothropist

| | | |
|-----------------|-------|--------------------------|
| Indumathy Shyam | BCS | Telefilm partner |
| Naresh | BCS | Mobile Servicing |
| Jayakumar | BCS | Departmental Stores |
| V. Balamurugan | BCS | Departmental Stores |
| Padmashree | Comm. | Event Management |
| Harish | CS | Wedding Cards |
| Indumathy, | BCA | Sahara Sarees (boutique) |
| Ezhilarasan | BBA | Dance School |
| Gouri Shanker | BBA | Dance School |
| Manasa | BBA | Art related products |
| Balaji | BBA | Dance School |
| Lavanya | BBA | Wedding Cards |

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

- *Academic support:*

Students participating in extra, co curricular and games activities are given exemption in time, attendance. Teachers take effort to train them in theory and practical after the college hours.

- *Support: for Sports and Games*

Students participating in sports and games are given exemption in time and attendance Breakfast is also provided for the students. TA and DA is also provided for outstation events.

- *Motivation by prizes*

Students participating in sports, games extra and co curricular activities are recognized by awarding prizes, certificates and mementos.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number

of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.

The institution facilitates and supports students for appearing and qualifying in various competitive examinations through Career Guidance and Counseling Cell.

- The Cell conducts mock tests for TANCET in association with TIME institute.
- The cell has also enabled the students to get orientation on IAS examination in collaboration with other colleges like Abdur Rehman University.
- The cell also along with other business schools like VLIM, Chennai Business School provides value addition programs to create GMAT, CAT, TANCET Examinations.

Number of students coached / trained : 250 /25

Number of students appeared : 150

Number of students cleared in TANCET : 18

Number of students cleared in NET/SLET : 2

5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)

Academic Counseling

- All the faculty members especially the class in charge take interest in the well being of the students and counsel them with regards to their academic problems
- Faculty members are present during admissions, to counsel the best course suitable for the students..
- Heads of the department, subject teachers advise the students regarding their academic performance and also provide them information about higher education and job opportunities, etc.

Career Guidance and Counseling Cell

- Guiding and Counseling centre for women students consists of Principal, Vice-principal and heads of the various departments. All the women students are given guidance on social and various aspects of life. Awareness is also provided through extension services like NSS, Rotact etc. Guidance and Counseling Centre in association with Rotact Club organised an awareness program on Breast Cancer.

Personal & psycho-social Counseling

- Mentor Ward System is followed. Faculty members in-charge of their wards take special individual interest and counsel them personally. Parents of the wards are called, issues are discussed and suggestions are given.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If ‘yes’, detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

Higher education must be backed by employment opportunities. The institution has a structured mechanism for Placement and Career Guidance. Cell

The Placement Cell

The Placement Cell of our college plays a very active role in trying to get our students placed in various leading multinational and Indian Companies. One staff member is in charge of Placement Cell in each department on rotation. Student representatives also help the staff in all activities of the Placement Cell. A full fledged Placement and Career Guidance was initiated in 2013.

The following staff were the Placement Cell coordinators

| | |
|---|------------|
| R. Vijyalakshmi (Commerce) and S. Kavitha (Comp. Science) | Up to 2011 |
| R. Vijayalakshmi and Dr M. Alagammai (Commerce), C.K. Babini (Microbiology), S. Hema (Corporate Secretaryship) | 2012 - 13 |
| Dr Alagammai (Commerce) & L. Mathukrithigha (Com. Science) | 2013-14 |

Details of the Placement Cell are listed out in Appendix 5.1.9 (a)

Career Guidance and Counseling Cell

Between 2005 – 2010 the faculty members of the departments acted as members of the Counseling Cell of the respective department. However, from 2010 – 2011 a Career Guidance and Counseling Cell was initiated. The members of the cell include Principal, Vice Principal, Mrs C.K. Babini, Head of Department of Microbiology for Science stream, Dr. Mrs Alagammai, of Commerce department for Arts stream and Mrs Sridevi Reddy Principal of KRMM School. The services of the cell are also extended to KRMM School.

Details of the Career Guidance Cell are listed out in Appendix 5.1.9 (b)

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

Grievance Redressal cell consists of the Principal, Vice Principal, Physical Directors, and all the heads of the departments and Mrs Sridevi, Principal KRMM School. There is no grievance reporting case for the past four years.

Functions of the Cell :

- Grievances regarding academic and general issues are discussed.
- Through the Open Forum conducted by IQAC, grievances of the students are represented to the management and necessary steps are taken.
- A suggestion / grievance box is placed near the Principal's room for the students to express their grievances. The Principal opens the box periodically and takes remedial action.
- The students are also encouraged to express their grievances to the class-in-charge or other staff members in the department so that the issues can be resolved.
- Mentor – Ward system is followed where counseling is done for student grievances.

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

- The members of the guidance and counseling centre of women students are also the members of the cell against sexual harassment of women students. Since a healthy environment is maintained in the college premises there have been no instances of sexual harassment till date.
- Discussions are under progress as per Visakha guidelines.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

An Anti-ragging Committee comprising Principal, Staff, students and local Inspector of Police enable the students to complete their course of study in a very congenial atmosphere. According to the University of Madras communication vide Lr. no. A-II/KR/Anti-Ragging/2007/2981 dated 26.03.2008, ragging is totally banned in the college premises and

punishable according to the order of the Government of Tamil Nadu.
There has been no incidence of ragging for the past four years.

The members of the Committee are as follows :

Convenor : Dr. P.T. Vijayshree, Principal

Members (Staff) : Mrs. R. Selvi, Mrs S. Ammani,
Mr. Peter Maria Antony,
Ms. V. Deepa and M. Mahalakshmi

Members (Students) : Union members from Final years

Local Inspector of Police : Mr. T. Selvam

5.1.13 Enumerate the welfare schemes made available to students by the institution.

- *Scholarship :*
Various scholarships are provided
- *Bank loans*
Bank loans are organised for the payment of fees.
- *UFES (University Free Education System) - --*
- *Insurance :*
Students Safety Insurance Schemes, under the auspices of University of Madras with a premium of Rs 45/ per head.
- *Subsidized Canteen Facilities :*
Healthy food is available to the students through the college canteen at subsidized rates.
- *Student Counseling Support :*
Principal, Heads of all the departments, and Physical directors constitute the Counseling cell.

- *Earn while you learn :*

Part -time job opportunities are provided to the needy students by the Placement Cell in co-ordination with the staff members.

- *PTA Meet :*

Once in a semester PTA Meets are organized to inform parents about the performance of the wards. Such interaction go a long way not only in the betterment of the academic progress of the wards but also in their overall development.

- *Role of Staff members :*

Staff members involve themselves in the welfare of the deserving students by providing support in the payment of tuition fees, exam fees, purchase of books etc.

5.1.14 Does the institution have a registered Alumni Association? If ‘yes’, what are its activities and major contributions for institutional, academic and infrastructure development?

The Alumni association is not yet registered. The Alumni Association of the college ***Footprints*** was started in the year 2001.

The participants of the Alumni in the activities of the college have improved considerably over the years. A committee consisting of one faculty member from each department has been formed to coordinate the activities of the alumni. To facilitate the participation of more number of students the alumni is being held twice a year (4th Saturday of January and August). Around 200-250 students take part in the meetings conducted, The office bearers of the college union also participate in the meetings. This acts as a forum for exchange of ideas of alumni, faculty and the present students. The Alumni also keeps in touch with the institution by mailing the college at krmcalumni@gmail.com.

**Contribution of the alumni
to the growth and development of the institution**

- The Alumni give concrete suggestion towards the development of the institution and are also encouraged to address the present students with regard to higher studies, job opportunities, corporate experiences etc.
- They also contribute towards the semester fees for deserving students who are unable to pay the fees.
- Many old students keep in touch regularly and lend a helping hand wherever necessary
- They help at the time of admission by distributing pamphlets and also by bringing in candidates.
- They give necessary feedback to train students for the current job markets and also help in the placement of the students.
- Alumni's have been choreographers for the college day celebrations
- They also help the students in various sports activities.
- They share their experiences through presentations, promotions and group discussions for the benefit of the current students
- Raghuram Poduval and alumni of 2006-09 (B. Corp, Sec) batch has given materials on interview skills, group discussions etc. for the benefit of the students.

*Details of the Alumni
are listed out in Appendix 5.1.14*

5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

| Undergraduate | | | | | |
|-----------------------|----------------|----------------|----------------|----------------|---------------------------------|
| | 2006-09 | 2007-10 | 2008-11 | 2009-12 | % for the last two years |
| Total No. of students | 333 | 285 | 300 | 367 | 66.7 |
| Higher Studies | 143 | 75 | 120 | 146.8 | 40 |
| Employment | 111 | 162 | 180 | 220.2 | 60 |

| Postgraduate | | | | | |
|-----------------------|----------------|----------------|----------------|----------------|---------------------------------|
| | 2006-09 | 2007-10 | 2008-11 | 2009-12 | % for the last two years |
| Total No. of students | 40 | 27 | 09 | 07 | 16 |
| Higher Studies | 4 | 1 | 0.45 | 0.35 | 5 |
| Employment | 25 | 22 | 8.55 | 6.65 | 95 |

On an average 31% of the UG students and 8% of the PG students have progressed to further studies whereas 44% of the UG students and 70% of the PG students have been employed. The data is approximated as it is based on the information available and does not cover all the students.

The placement of the outgoing students is taken care by the Placement Cell. Nearly 75% of the students are placed. However 25% of the students go for higher studies even after receiving offer letters.

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

Pass Percentage (2007 – 2013)

| Year | No. Appeared | | | No. Passed | | | Pass Percentage | | |
|---------------------------------------|---------------------|----------|----------|-------------------|----------|----------|------------------------|----------|----------|
| | B | G | T | B | G | T | B | G | T |
| Department of Mathematics | | | | | | | | | |
| | | | | | | | | | |
| 2007 - 08 | 3 | 3 | 6 | 2 | 3 | 5 | 67 | 100 | 84 |
| 2008 - 09 | 13 | 8 | 21 | 9 | 2 | 11 | 82 | 25 | 58 |
| 2009 - 10 | 10 | 4 | 14 | 6 | 2 | 8 | 60 | 50 | 57 |
| 2010 - 11 | 5 | 5 | 10 | - | 1 | 1 | - | 20 | 20 |
| 2011 - 12 | 1 | 9 | 10 | - | 4 | 4 | - | 40 | 40 |
| 2012 – 13 | 5 | 8 | 13 | 2 | 4 | 6 | 40 | 50 | 46 |
| Department of Computer Science | | | | | | | | | |
| | | | | | | | | | |
| 2007 - 08 | 20 | 28 | 48 | 10 | 21 | 31 | 50 | 75 | 65 |
| 2008 - 09 | 23 | 26 | 49 | 5 | 17 | 22 | 22 | 65 | 45 |
| 2009 - 10 | 22 | 24 | 46 | 8 | 15 | 23 | 36 | 63 | 50 |
| 2010 - 11 | 20 | 27 | 47 | 15 | 27 | 42 | 75 | 100 | 89 |
| 2011 - 12 | 20 | 22 | 42 | 13 | 19 | 32 | 65 | 86 | 76 |
| 2012 – 13 | 11 | 33 | 44 | 4 | 28 | 32 | 36 | 85 | 82 |

| Year | No. Appeared | | | No. Passed | | | Pass Percentage | | |
|---|---------------------|----------|----------|-------------------|----------|----------|------------------------|----------|----------|
| | B | G | T | B | G | T | B | G | T |
| Department of Computer Applications | | | | | | | | | |
| 2007 - 08 | 13 | 15 | 28 | 2 | 12 | 14 | 15 | 80 | 50 |
| 2008 - 09 | 21 | 26 | 47 | 11 | 21 | 34 | 52 | 81 | 69 |
| 2009 - 10 | 32 | 18 | 50 | 13 | 13 | 26 | 42 | 72 | 52 |
| 2010 - 11 | 23 | 25 | 48 | 13 | 25 | 38 | 57 | 100 | 79 |
| 2011 - 12 | 24 | 26 | 50 | 9 | 22 | 31 | 38 | 85 | 62 |
| 2012 - 13 | 24 | 27 | 51 | 12 | 22 | 34 | 50 | 82 | 67 |
| Department of Microbiology | | | | | | | | | |
| 2007 - 08 | 4 | 22 | 26 | 3 | 17 | 20 | 75 | 73 | 77 |
| 2008 - 09 | - | 12 | 12 | - | 10 | 10 | - | 84 | 84 |
| 2009 - 10 | 1 | 5 | 6 | - | 4 | 4 | - | 66 | 66 |
| 2010 - 11 | 1 | 2 | 3 | 1 | 2 | 3 | 100 | 100 | 100 |
| 2011 - 12 | 2 | 5 | 7 | 0 | 5 | 5 | 0 | 100 | 72 |
| 2012 - 13 | 5 | 6 | 11 | 4 | 3 | 7 | 80 | 50 | 65 |
| Department of Electronics and Communications | | | | | | | | | |
| 2007 - 08 | 6 | 3 | 9 | 4 | 2 | 6 | 67 | 67 | 67 |
| 2008 - 09 | 20 | 8 | 28 | 15 | 8 | 23 | 75 | 75 | 83 |
| 2009 - 10 | 14 | 12 | 26 | 10 | 12 | 22 | 71.4 | 100 | 85 |
| 2010 - 11 | 5 | 8 | 13 | 4 | 8 | 12 | 80 | 100 | 92 |
| 2011 - 12 | 14 | 6 | 20 | 13 | 6 | 19 | 93 | 100 | 95 |
| 2012 - 13 | 12 | 4 | 16 | 3 | 3 | 6 | 25 | 75 | 38 |

| Year | No. Appeared | | | No. Passed | | | Pass Percentage | | |
|---|--------------|----|----|------------|----|----|-----------------|-----|-----|
| | B | G | T | B | G | T | B | G | T |
| Department of Biotechnology | | | | | | | | | |
| 2007 - 08 | 9 | 23 | 32 | 9 | 23 | 32 | 100 | 100 | 100 |
| 2008 - 09 | 6 | 29 | 35 | 5 | 26 | 31 | 83 | 90 | 89 |
| 2009 - 10 | 2 | 4 | 6 | - | 3 | 3 | - | 79 | 79 |
| 2010 - 11 | 3 | 3 | 6 | 2 | 2 | 4 | 33 | 33 | 66 |
| 2011 - 12 | 3 | 15 | 18 | 2 | 15 | 17 | 66 | 100 | 94 |
| 2012 – 13 | 4 | 7 | 11 | 1 | 7 | 8 | 25 | 100 | 73 |
| Department of English Literature | | | | | | | | | |
| 2007 - 08 | | | | | | | | | |
| 2008 - 09 | | | | | | | | | |
| 2009 - 10 | 2 | - | 2 | 2 | - | 2 | 100 | - | 100 |
| 2010 - 11 | - | 7 | 7 | | 5 | 5 | - | 71 | 71 |
| 2011 - 12 | 7 | 11 | 18 | 3 | 8 | 11 | 43 | 73 | 61 |
| 2012 – 13 | 5 | 3 | 8 | 4 | 2 | 6 | 80 | 67 | 75 |
| Department of Commerce | | | | | | | | | |
| 2007 - 08 | 25 | 21 | 46 | 19 | 18 | 37 | 76 | 86 | 81 |
| 2008 - 09 | 20 | 30 | 50 | 17 | 24 | 41 | 85 | 80 | 82 |
| 2009 - 10 | 14 | 31 | 45 | 14 | 28 | 42 | 100 | 90 | 93 |
| 2010 - 11 | 24 | 26 | 50 | 23 | 23 | 46 | 99 | 88 | 92 |
| 2011 - 12 | 32 | 29 | 61 | 27 | 28 | 55 | 84 | 97 | 90 |
| 2012 – 13 | 18 | 36 | 54 | 18 | 34 | 52 | 100 | 95 | 97 |

| Year | No. Appeared | | | No. Passed | | | Pass Percentage | | |
|---|--------------|----|----|------------|----|----|-----------------|-----|-----|
| | B | G | T | B | G | T | B | G | T |
| Department of Business Administration | | | | | | | | | |
| 2007 - 08 | 8 | 10 | 18 | 7 | 9 | 16 | 88 | 90 | 89 |
| 2008 - 09 | 30 | 15 | 45 | 22 | 14 | 36 | 73 | 93 | 80 |
| 2009 - 10 | 23 | 22 | 45 | 15 | 21 | 36 | 65 | 95 | 80 |
| 2010 - 11 | 27 | 36 | 63 | 22 | 28 | 50 | 70 | 86 | 79 |
| 2011 - 12 | 32 | 29 | 61 | 14 | 24 | 38 | 46 | 82 | 64 |
| 2012 – 13 | 39 | 14 | 53 | 9 | 13 | 22 | 23 | 93 | 42 |
| Department of Corporate Secretary ship | | | | | | | | | |
| 2007 - 08 | 19 | 9 | 28 | 10 | 8 | 18 | 53 | 88 | 64 |
| 2008 - 09 | 20 | 25 | 45 | 5 | 23 | 26 | 15 | 92 | 58 |
| 2009 - 10 | 20 | 22 | 42 | 11 | 20 | 31 | 55 | 90 | 73 |
| 2010 - 11 | 32 | 20 | 52 | 14 | 17 | 31 | 43 | 85 | 59 |
| 2011 - 12 | 38 | 30 | 68 | 19 | 22 | 36 | 42 | 67 | 53 |
| 2012 - 13 | 31 | 24 | 55 | 13 | 18 | 31 | 42 | 75 | 56 |
| Post Graduate Department of Information Technology | | | | | | | | | |
| 2007 - 08 | 1 | 4 | 5 | 1 | 3 | 4 | 100 | 75 | 80 |
| 2008 - 09 | 7 | 6 | 13 | 5 | 6 | 11 | 72 | 100 | 85 |
| 2009 - 10 | 3 | 1 | 4 | 1 | 1 | 2 | 33 | 100 | 50 |
| 2010 - 11 | 3 | 1 | 4 | 1 | 1 | 2 | 33 | 100 | 50 |
| 2011 - 12 | - | - | - | - | - | - | - | - | - |
| 2012 - 13 | 3 | 3 | 6 | 1 | 2 | 3 | 33 | 66 | 50 |
| Post Graduate Department of Biotechnology | | | | | | | | | |
| 2007 - 08 | 4 | 21 | 25 | - | 9 | 9 | - | 36 | 36 |
| 2008 - 09 | 8 | 18 | 26 | 6 | 14 | 20 | 27 | 55 | 76 |
| 2009 - 10 | 3 | 20 | 23 | 1 | 9 | 10 | 33 | 45 | 39 |
| 2010 - 11 | 3 | 6 | 9 | - | 2 | 2 | 0 | 33 | 33 |
| 2011 - 12 | - | 1 | 1 | - | 1 | 1 | - | 100 | 100 |
| 2012 - 13 | - | 1 | 1 | - | 0 | 0 | - | 0 | 0 |

Rank List (2007 – 2013)

| Year | Name of the student | Rank with subject |
|--|----------------------------|----------------------------------|
| Department of Computer Science | | |
| 2010 | S. Sashidharan | 1 st rank in French |
| 2011 | R. Radhika | 12 th rank in Major |
| Department of Computer Applications | | |
| 2010 | J Swati | rank in Tamil |
| 2010 | V. Priya | 8 th rank in English |
| 2010 | G. Vidya | 12 th rank n English |
| 2010 | R. Aishwarya | 16 th rank in English |
| 2010 | A. Steffe Anne | 16 th rank in English |
| 2010 | Komala Pushparani | 16 th rank in English |
| 2011 | S. Pushpakala | 7 ^h rank in French |
| 2011 | V. Keerthana | 9 ^h rank in French |
| 2011 | Puneeth Chauhan | 1 st rank in Hindi |
| 2011 | Padmavathy Mohan | 7 th rank in Hindi |
| 2012 | M.Gomathy | 5 th rank in Tamil |
| 2012 | N.Janani | 5 th rank in Sanskrit |
| 2012 | Zolzaya | 1 st rank in French |
| 2012 | Mahalakshmi Sekar | 1 st rank in French |
| 2012 | R.Bhuvaneswari | 15 th rank in English |
| 2012 | K.Mahalakshmi Sekar | 19 th rank in English |
| 2012 | R.Ananthalakshmi | 25 th rank in English |
| Department of Microbiology | | |
| 2008 | Saranya Subramanian | 2 nd rank in French |
| 2009 | Swetha V.N | 7 th rank in Major |
| 2012 | K. Anbarasi | 9 th rank in Major |

| Year | Name of the student | Rank with subject |
|---|----------------------------|---|
| Department of Electronics and Communication Sciences | | |
| 2008 | B. Shubhamangala | 5 th rank in Major |
| 2011 | R.M. Thenmozhi | 6 th rank in Major |
| 2011 | V. Mythili | 10 th rank in Major |
| 2012 | M. Ugapriya | 12 th rank In Major |
| 2012 | K. Nisha | 16 th rank in Major |
| Department of Biotechnology B.Sc | | |
| 2008 | V. Annapoorni | 8 th rank in Major |
| 2008 | R. Lakshmi | 1 st rank in English 8 th rank n Major |
| 2008 | Rachana Vasisth | 8 th rank in Major |
| 2012 | Mrudhuula M | 2 nd rank in Major |
| 2012 | Ramya M | 6 th rank in Major |
| 2013 | G. Divya | 5 th rank in Major |
| Department of Biotechnology M.Sc | | |
| 2007 | Janani Prahlad | 2 nd rank in Major |
| 2007 | C.R. Priyadarshini | 13 th rank in Major |
| 2008 | N. Srilakshmi | 25 th rank in Major |
| 2009 | K. Akshaya | 19th rank in Major |
| Department of Commerce | | |
| 2008 | G. Geetha | 1st Rank in Major with Gold Medal |
| 2009 | G. Saroja | French |
| 2010 | A.Arun Keshav | French |

| Year | Name of the student | Rank with subject |
|-------------|----------------------------|-------------------------------|
| 2010 | K.R. Shruthi | Hindi |
| 2010 | Upasana Kashyap | Hindi |
| 2013 | M. Padmavathi | 9 th rank in Major |

Department of Corporate Secretary ship

| | | |
|------|----------------|--|
| 2008 | N. Latchmi | 2 nd rank in Major 12 th rank in Tamil |
| 2008 | D. Ishwarya | 3 rd rank in English |
| 2008 | Lakshmi Priya | 8 th rank in French |
| 2011 | V. Aishwarya | 5 th rank in French |
| 2008 | V. Divya | 5 th rank in French |
| 2008 | M. Karhick | 24 th rank in Tamil |
| 2010 | R. Nithya Devi | 5 th rank in Major |
| 2013 | R.G. Kavya | 8 th rank in Major 12 th rank in Hindi |
| 2013 | Fathima Kauser | 15 th rank in Major 33 rd rank in English |
| 2013 | Abhinaya Mohan | 41st rank in Major |
| 2013 | Sri Krishna | 1 st rank in Sanskrit |
| 2013 | Priyanka K | 3 rd rank in English |
| 2013 | A.Nandini | 8 th rank in French |

Department of English

| | | |
|------|-----------------|---|
| 2011 | Percis Donbosco | 2 nd rank in Major 5 th rank in Gen. English 10 th rank in Tamil |
| 2011 | Sapna Singh | 5 th rank in Major |

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

Higher studies

- Preparing them for their post graduate entrance examinations
- Slow learners are also motivated to pursue higher education by providing study materials, University pattern question banks etc.
- Providing information on the notice board for the variety of courses in higher education, dates of Entrance examinations, web sites for downloading application forms etc.
- Science students are motivated to do the projects beyond their syllabi, during their period of under graduation which helps them to go over for higher studies and research.
- Students are also trained in various fields to face the global challenges.

Employment

- The students also write entrance examinations conducted by various computer institutes like NIIT and avail scholarships through theses tests.
- Preparing them for interviews by helping them to prepare their resume, educate them on the dress code, attitude, behavior, body language etc.
- Conducting mock interviews, group discussions etc
- Arranging for campus interviews with multinational companies with the help of Placement Cell
- All activities of the department focus towards the enhancement of employability skills.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

- Conducting remedial classes, providing study materials repetitive mock tests
- Counseling and motivating them to pursue their course
- Providing moral support for the drop outs
- Interaction with the parents and suggesting remedial measures

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

Sports and Games

Students participate in various games and sports events in a well maintained ground, located adjacent to the Adyar river. The students of different departments are divided in different teams as Agni, Prithvi, Vayu, Jal and Aakash. Sports and games competitions including March Past are arranged for the different teams. Team captains and vice captains are nominated from the final and second year students respectively. Facilities for indoor games like chess, carom, table tennis are available. Special training is given to students taking part in national athletics /sports events at national and regional levels. Sports day is organized every year in which the Rolling Shield and prizes for the overall sportsman are given by the chief guest on that day. Special summer camps are also organized for cricket, football and volley ball for boys.

The range of sports and games organized for both men and women are as follows :

Sports : Athletics including 100 mts, 200 mts, 400 mts, 800 mts, 1200 mts 1500 mts, Disucs throw, Javeline, Shot put, Long jump, High Jump, relay races etc.

Games : Chess Carom, Volleyball, Table Tennis, Tennicott,

Badminton, Football, Kabaddi, Kho-kho, basket ball etc

Kumararajah Muthiah Memorial Rolling Shield : The tournament was instituted by the Management of Kumararani Meena Muthiah College of Arts & Science.. The event includes intercollegiate Cricket, Volley Ball, Throw ball, Kho-kho tournament for both men and women.

Students also participate in the tournaments and sports conducted by **Madras University** and various other colleges. The games include Cricket, Chess, Badminton, Table Tennis Boxing etc.

As a part of Institutional Social Responsibility, the college also conducts **KPL (Kumararajah Premier League)**, a **Tennis Ball Cricket Tournament** between Corporate and Colleges and cash prizes were given away. The themes of the tournament are based on social awareness to public and community. **Season 1** was based on Road safety programs..**Season II** was based on environment awareness. An interschool **Hockey tournament** has been organized to promote the National game among younger generation.

Details of their participation in Sports and Games are listed out in Appendix 5.3.1(a)

Cultural and Extra curricular activities

Students balance their academics and also excel in various cultural and extracurricular activities. The college offers plenty of opportunities to show caste their talents.

- The students participate in various events like College day, Freshers day, Teachers day, Farewell, Alumni Meet, etc.

Few events include

Dance (Classical, Folk, Western, Nostalgia) ;
Singing (Solo and Group singing);
Drama (English and Tamil) Street Plays

Poetry and Creative Writing Quiz, Adzap.
Logo designing, Best out of waste

- Competitions are also held in the above events within the college which brings out the intrinsic talents of the students. between various departments and prizes are given away
- To make them competitive, associations of each department organize workshops, quiz, exhibitions, paper presentations, guest lectures, seminars, workshops etc.

Details of various Association activities which carry out cultural and extra-curricular activities are listed out in

Appendix 5.3.1 (b)

- Students only organize the events starting from invitations to the colleges, inviting guest speakers, arranging for the competitions, etc. All these activities helps them to develop their planning and event management skills.
- Students are also encouraged to participate in various competitions organized by other colleges. The college gives permission to participate in the events conducted by other colleges.
- ***Indradhanush***, an interdepartmental cultural extravaganza is conducted every year to bring out the innate talents of the students.
- ***Carpe Diem***, an intercollegiate academic fest is conducted by all departments once in two years during which intercollegiate competitions of paper presentations, workshops, seminars are organized which develops the skill set of eh students to excel in their academic career.
- ***Hues***, an intercollegiate cultural extravaganza is conducted once in two years comprising of various on-stage offset and onstage events. in which around 15-20 colleges in and around the city take part.

5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different

levels: University / State / Zonal / National / International, etc. for the previous four years.

Intercollege Achievements

Our students are encouraged to participate in various inter college activities conducted by other colleges in and around Chennai.

The list of the students, their participation in the events conducted in other colleges and prizes won by them for the past four years are listed out in Appendix 5.3.2

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

- Self appraisal forms also collected from the faculty and subjected to SWOT analysis by Principal and management.
- The Alumni feed back is also collected during the alumni meets and through the mail id krmcalumni@gmail.com. They also share their experiences during the Alumni Meet organized twice every year.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

The college encourages the students to publish in various publishing materials which brings out their talents and strengths. The different publishing materials are as follows :

College Magazine

The college magazine provides an opportunity to students to exhibit their creative skills in writing.

Departmental Magazine

Each department releases a magazine every year. Each magazine has a specific name suitable for the department. An editor is selected from the final year who is helped by the sub editors from the second and third years. The preparation of the magazine helps the students to gather, prune and to weave all the information into a coherent whole book. This develops a team spirit, determination, sense of duty and an overall organizational ability. It also gives them an opportunity to understand the various applications of the subject they study. One copy of the magazine from each department is kept in the library for student's circulation. The following is the list of the magazines brought out by each department.

| <i>Department</i> | <i>Name of the Magazine</i> |
|---------------------------------|--|
| English | <i>Spectator</i> |
| Tamil | <i>Vanavil</i> |
| Hindi | <i>Rhimjim</i> |
| Sanskrit | <i>Gnanavani</i> |
| Biotechnology | <i>Biovistas</i> |
| Computer Science & Applications | <i>Informatiques</i> |
| Electronics | <i>Quest</i> |
| Mathematics | <i>Matikspark</i> |
| Microbiology | <i>Aakriti</i> |
| Commerce | <i>Bizcraft</i> |
| Business Adm. & Economics | <i>Insight & Foresight</i> |
| Corporate Secretaryship. | <i>Corporate Dimensions & Dynamics</i> |
| B.Com (A/F) | <i>Mantra</i> |

News letters by the departments

| | |
|-------------------------------------|-----------------------------|
| Business Administration & Economics | <i>Bits & Pieces</i> |
| Corporate Secretaryship | <i>Fusion & Fission</i> |
| Mathematics | <i>N Dimensions</i> |

Projects published by the students

Students of Mathematics and Computer Science have done Statistics Projects on various topics. They are :

1. ``*What's on your plate*'' and ``*Why not major in Mathematics*'' by the students of II B.Sc Mathematics.
2. The students of the department of Business Administration and Corporate Secretaryship in association with SRAEF conducted a sample survey on *Family Expenditure Pattern of citizens of Chennai City and personal Banking*.
3. *A study of Consumer preference on mobile network, Modern life & Astrology - A study on X class Board exams, Taxation and Economy* by the students of II year B.Sc Computer Science
4. Many environmental related projects on various topics are done by the second year students as part of Environment Studies under the curriculum of the University of Madras. An internal assessment of 25 marks is provided for the same.
5. Many projects are published by the Post graduate department of Biotechnology as a part of their curriculum.
6. Department of Mathematics organised a statistical survey in the village *Kattukudaloor* near *Melmaruvathur*. About 50 students from the department of Mathematics, Computer Science, Business Administration and English Literature participated in the survey. The students interviewed the residents of the village on various issues and filled in a questionnaire. Later a project report was brought out, a copy of which was submitted to the Village Panchayat.

5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

The college has a student council consisting of students from the second and third year nominated by Principal and the departments, to carry out the various activities of the respective departments, extension service units. They help in the organization of inter department and intercollegiate events. They also actively participate in the day to day

activities of the college. The student Council is constituted on the following basis.

| | |
|---|-----------------------|
| <i>President</i> | III year student |
| <i>Vice-President</i> | III year Student |
| <i>Secretaries of each department</i> | III year student |
| <i>Secretaries of language department</i> | II year student |
| <i>Cultural Secretary</i> | III year student |
| <i>Secretaries of extension departments</i> | II / III year student |
| <i>Sports Secretaries</i> | III year student |

Details of the Constitution of the Student Council – 2012 – 2013

Union President R.T. Pavendan III B Sc Mathematics

Union Vice-President S. Priyanka Rajarathnam, III B. Com Corp. Sec.

| <i>Department</i> | <i>Association</i> | <i>Name of the Student/Dept</i> |
|---------------------------------------|-------------------------|--|
| English | Excalibre | S. Chandan Bala, III B.A (Eng) |
| Tamil | Tamil Oli | S. Nivedha, II B.Sc (CS) |
| Hindi | Saawan | C. Shalini, II B.Sc (BT) |
| Sanskrit | Tarangini | B. Srividhya, II B.Sc (Maths) |
| Mathematics | Brainmat | S. Srividhya, III B.Sc (Maths) |
| Microbiology | Prakriti | A. Ismail, III B.Sc (MB) |
| Computer Science & Applications | Icons | M. Dhanalakshmi, III B.Sc (CS) V. Kasturi, III BCA |
| Electronics | Electrosoc | S. Sudhakar III B.Sc (ECS) |
| Bio-Technology | Gentricks | B. Praveen Kumar, III B.Sc (BT) |
| Commerce | Focus | A.S. Preethi, III B. Com |
| Business Administration | Benevolent Autocrats | Kumar Suganya, III (BBA) |
| Corporate Secretary ship | Convergence | B. Anantharama Sharma III B. Com (CS) |
| Accounting & Finance | Magnum Opus | C. Ramachandran, II B.Com (A/F) |

Extension Service Units

| Sports | Secretaries | K. Prasanth, III B.Sc Maths K. Sangeetha, III BCA M.S. Karthik, III B.Com |
|--|------------------|--|
| NSS | Secretary | S. Kolagalan, III BBA |
| Consumer Awareness Club | Secretary | S. Yuvaraj, III B.Sc Corp. Sec |
| YRC | Secretary | P.K. Mammannan, II BA Eng |
| <i>Service Unit</i> | <i>Post</i> | <i>Name of the Student/Dept.</i> |
| Nature Club | Secretary | R. Radhika, II B.Sc MB |
| Blood Donors Club | Secretary | V. Malar, III B.Sc CS |
| Red Ribbon Club | Secretary | C. Mahalakshmi, III B.Sc CS |
| Tobacco Cessation Club | Secretary | S.K. Manasseh Prabhu, III B.Com CS |
| Rotaract | President | Rakesh H Sridhar, III BBA |
| | Secretary | L.S Anirudh Nataraj III BBA |
| Placement & Career Guidance Cell | Secretaries | S. Abhinandan III B.Com RK Arun Kuamr, III B. Com A Sangeetha, III BCA P. Manikandan, III B.Com. CS |
| Culturals | Secretaries | Anusha Viswanathan III BBA S. Janakiraman, III BSc CS |
| | Asst.Secretaries | C. Kamatchi, II B. Com CS, V. Vaishali, II BCA M. Wilfred Rajiv II B.Com (A/F) |
| SAFE | Secretary | Denoup, III BBA |
| Sahitya (Eng and Tamil Literary Club) | Secretaries | Rajarajeswari Shetty, II BBA R. Nivedita Lakshmi, II B. Sc CS |
| Leo Club | President | R. Surya Prakash, III B. Sc CS |

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

The academic and administrative bodies which have student representatives are :

Student Council, Alumni Council, Sports Committee, Cultural Committee, College Magazine, Department magazine, Editorial Board, and Anti ragging Committee.

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.

Alumni

The Alumni interact with the college through the mail id krmmcalumni@gmail.com. The alumni also help the college by informing them in the recruitments in their respective fields.

Former Faculty

- The former faculty are invited for all college functions.
- The former faculty members are invited as external examiners during practical examinations and also invited to deliver guest lecturers.
- The faculty also interact and helps the college in various issues from their present job venues.

Any other relevant information regarding Student Support and Progression which the college would like to include.

- The college provides guidance for better job opportunities from alumni for career progression.
- Career and job counseling for current students
- Alumni are involved in the activities that are planned for student progression personally and career-wise.

Criterion VI

**Governance, Leadership and
Management**

CRITERION VI

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.0. Institutional Vision and Leadership

- 6.1. **State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?**

Vision of the Institution:

Dr. Mrs Meena Muthiah, granddaughter of great visionary, Sri Late Raja Annamalai Chettiar, naturally has in her genes the vision of the institution. Her aim is to inculcate a sense of moral and cultural superiority of our nation in students' minds, thereby making them responsible and responsive citizens to suit the national and global needs. Her dream is to teach the younger generation the dignity of life and make them understand that they are born to win and succeed through hard work.

The vision is

- To give knowledge, power and self-reliance through education fused with national pride and patriotic values
- To ingrain moral values with the best of education this is the backbone of our country's progress.
- To train young minds to be globally competent and socially responsible individuals
- To strive for the holistic development of the individuals

Mission of the Institution:

The mission focuses on moral and cultural values thereby illustrating the glorious past of the country and need to retain the same in the present. The growing scientific temper and positive outlook moulds the mindset of the students towards creativity. Healthy exposure to visiting faculties, skill enhancement programs though Entrepreneurial Development Programs, conduct of workshops, Faculty Development Programs, execution of community based projects, ensure that every individual is given ample opportunity towards holistic abundance as they are seeds of tomorrow.

The college has a systematic scientific approach that leads to the path of ethical principles of life.. The mission of the institution is

- To provide quality and value-based education
- To promote academic excellence
- To nurture creativity
- To develop self-reliant, competent and socially responsible individuals

Motto & Logo

The motto of the institution is ***Strive, Serve and Save***. The logo speaks about commitment. The three **Ss** in the logo stands for what value based education is about. The motto explains of the historic and cultural ethos of Chettinad House. The college also strives to transform the adolescent to a successful individual and make them understand the need to serve the larger sections of society. This enables a person to lead meaningful life, good for both the individual and the society in which he/she lives, thereby contributing to the growth of the nation.

The vision and mission are communicated to all constituents through calendar, posters, banners and in addition to all the above, in every activity organized by the institution. At the beginning of the academic year, especially for the first year students, Principal addresses both students and parents indicating the vision of the management and mission of the college. Parents do have a role in

bringing their children in a better way. This is an occasion to share the significance of the vision of the college with the parents too. In the subsequent orientation, for the first year, the activities of the college and the significance of vision and mission are indicated.

6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

- *Secretary and Correspondent* allows reasonable freedom in academic and administrative field with permissible limits.
- *Principal* serves as academic and administrative head and functions in association with various faculties and committees to bring out new strategies
- *Faculty* being aware of the vision and mission and the objectives of the institution and try to bring new ideas for discussion
- All the constituents work with the aim of the vision and also try to implement the same in activities and programs.

6.1.3 What is the involvement of the leadership in ensuring :

- **the policy statements and action plans for fulfillment of the stated mission**
- **formulation of action plans for all operations and incorporation of the same into the institutional strategic plan**
- **Interaction with stakeholders**
- **Proper support for policy and planning through need analysis ,research inputs and consultations with the stakeholders**
- **Reinforcing the culture of excellence**
- **Champion organizational change**
 - Participative management is practiced in the process of decision making.
 - College has different committees and staff coordinators for the formulation and implementation of all action plans (in consultation with the top management).

- Personal interaction of the Principal, Heads and the faculty with all the stake holders, regular parent teacher meetings, OSA meetings etc. Mentor system is also followed.
- Principal receives reports and suggestions and feedback from various committees including IQAC which is then analyzed and discussed with the top management for further excellence.
- Principal in consultation with the top management prepares the agenda for the General Body Meeting. She is responsible for all correspondence with the Governing Body, University of Madras and different stake holders of the college.

6.1.4. What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

- IQAC conducts open forum once in a semester to obtain feedback and suggestions. Analysis of the same is done and improvements are taken care of. Quality circle is maintained.
- All the academic work is being regularly checked by the Heads of the departments. Care is taken to finish the planned activities on time. Principal takes care of overall supervision.
- Work plan is framed by all committees which is approved by the Principal and top management. A report is also submitted to the Principal at the end of the year.
- Council meetings, staff meetings, and department meetings are regularly conducted.

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

- Centralized structure with certain amount of decentralization is practiced.
- Heads of the department plan and monitors the department functioning and other activities of the respective associations.

- Various committees are in action. To name a few, discipline committee, Exam Committee, Library committee, Sports Committee etc.
- Co-coordinators of the various extension activities (NSS, Rotaract, YRC, nature Club, Leo Club etc) plan and implement various projects. (Community based as well as personality oriented).
- Respective rules and regulations are defined and communicated through the Principal.

6.1.6 How does the college groom leadership at various levels?

- Management encourages the involvement of the staff in various institutional process (Heads, Mentors, Coordinators etc.)
- Student council is formed every year. Proper co-ordination and communication among the students is achieved through instrumentalising student council.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

- Every department has operational autonomy to decide on the growth of the department to achieve excellence through various programs, incorporated with sufficient control and monitoring mechanism by the Principal.
- Consolidated report and feedback is given to the secretary by the Principal and if any further changes in the strategy are required it is incorporated, after thorough analysis.

6.1.8 Does the college promote a culture of participative management? If ‘yes’, indicate the levels of participative management.

- Heads of the departments take care of the internal co-ordination in the department

- They monitor the work plan, tests, mark registers and other activities of the department
- Oral feedback from the students is also got whenever required
- Heads of the department along with the department faculty plan the year long activity and discuss the same with the Principal for further action.

6.2 Strategy Development and Deployment

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

Yes. IQAC, heads of the departments, co-coordinators of various extension services and the various committees prepare quality oriented plan for the year. The same is discussed with the Principal.

If necessary, the required modifications are carried out and implemented. Review is done mainly through the feedback, oral discussions, tests, etc

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

Yes, Shift II and infrastructural development have been done as per the plans.

6.2.3 Describe the internal organizational structure and decision making processes.

The internal organizational structures and decision making process are represented in the chart given in *Appendix 6.2.3*

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

- **Teaching & Learning**

- Completion of the syllabus ahead and providing room for revision.

- Internal assessment is evaluated based on performance of repetitive tests, mid semester and model examinations
 - The respective performance is discussed with the parents. and evaluation is given in the progress reports
 - Academic audit is carried out.
 - IQAC monitors the system.
 - Admission is based on academic records.
 - Rules and regulations laid down by the affiliated university and State government is followed.
 - Methodology changes keeping in view the quality changes.
 - To list a few techniques :
seminars, assignments, power point presentations, CD's industrial visits. role plays etc.
 - Progress reports are issued during the parent teachers meet at the end of mid-term and model examinations.

• Research & Development

- Youth Red Cross
- Nature Club
- Leo Club

- **Community engagement**

To encourage community engagement, many programs are being in action. To list a few:

- Blood Donation camp, Eye Camp, Tree plantation, Marina Beach Cleaning, NSS Camp etc
- Short term courses on Tailoring, Jewellery Making, Computer Hardware, Mobile Servicing are being conducted for the public through vocational Training Centre
- Science departments try to bring out the basic concepts of science subjects for school students through demonstrations in the programme '*From class rooms to labs*'.

- **Human resource management**

- Planning, assessment of human power requirement, staff recruitment, monitoring is effectively done
- Staff orientation is taken care. Faculty Development Workshops are also conducted. Faculty members are also encouraged to participate in various workshops carried out by other institutions
- Effective system of Staff appraisal

- **Industry interaction**

- Students are taken for industrial visits field trips etc.
- EDP is regularly arranged
- Mock interviews are conducted
- Career Guidance Programs and Placement opportunities are also provided
- Participation of students in the job fair organized by the University and other colleges

- Seminars and workshops on current trends are conducted by inviting research personnel from industry and leading corporate sectors

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

- Principal discusses all aspects and suggestions from the feedback with the Secretary. She regularly attends the staff meetings.
- Staff members are free to give suggestions during the staff meetings and valuable suggestions are given due consideration.
- Each department prepares work load at the end of the academic year for ensuing year and staff requirement is indicated.
- Advertisements are given in leading dailies and qualified candidates are recruited by the committee.
- Principal with IQAC gets the feedback from teachers and students with regard to teaching, curriculum, extra-curricular activist etc and the same is discussed with the Secretary and Correspondent. Discussions with respect to effective suggestions are taken care off.
- With regard to students performance behavior and activities, feedback is given to parents through PTA meet wherever is essential.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

- Due recognition is given to the services rendered to the staff by giving them a certificate of appreciation, a memento and a cash award as an incentive.
- Staffs are involved in various activities of the college through different committees.
- Regular meetings by the Principal
- Ideas and valuable suggestions are taken care of by the committees

- Every constituent of the college is made to work towards the achievement of the said objectives.

Various directors appointed are listed out in Appendix 6.2.6

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

The following resolutions have been implemented

- Setting up of audiovisual room
- Commencement of Shift II
- Appointment of Qualified faculty

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If ‘yes’, what are the efforts made by the institution in obtaining autonomy?

Yes. The management has submitted the application form for permanent affiliation to the University of Madras.

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyse the nature of grievances for promoting better stakeholder relationship?

- There is a Grievance Redressal Cell comprising of Principal, Vice Principal and senior faculty members.
- Discussion with management takes place wherever necessary. In certain cases, if needed parents are called for a discussion. Mentor system helps in solving the grievances
- The Discipline committee has been initiated under the portfolio of Student Affairs to analyse the grievances.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute ? Provide details on the issues and decisions of the courts on these?

Nil

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If ‘yes’, what was the outcome and response of the institution to such an effort?

Yes. A Systematic feedback mechanism is followed

- IQAC assesses and analyses the feedback with the heads of the departments
- Exit level feedback regarding learning process is also got for the betterment of teaching learning process
- Any feedback regarding the enhancement of the students is discussed with the management to improve the overall competency of the student for making them employable.
- Principal gives the necessary directions to the concerned personnel if required.

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

Efforts of the institution to enhance professional development

- Promotes professional development
- Organises seminars and conferences
- Encourages to participate and present research papers in conferences, seminars at State, National and International levels
- To publish research papers in journals and edit books
- Training to non-teaching staff is given (Spoken English classes to non teaching staff by Department of English)

- Allows faculty to serve as resource persons in distance learning programs etc.
- IQAC provides suggestions to all the staff members to develop their skills and improve their performance after assessing feedback forms in the Open Forum.
- Undertake projects in various disciplines

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

- IQAC organizes in house FDP
- Department organizes FDP through experts
- Roles and responsibilities are well defined
- Special recognition and appreciation is in action for the performance of the class teachers, best disciplined class etc.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

- Self appraisal format report is submitted to the Principal and suggestions to enhance on quality is also given to the staff after assessment
- Feedback from students is also informed to the concerned staff by the Principal after the report from IQAC cell
- Principal meets each department staff and discusses on various aspects of quality enhancement
- General Observation on the duties assigned are closely monitored by the Principal

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

- Secretary and correspondent plays an important role in knowing about the happenings of the college
- Annual increments are all implemented under the signature of the managing committee
- The management recognizes the faculty every year for their outstanding contribution with a memento and a cash award of Rs 2500/-

*Details of the faculty receiving the awards are listed out in
Appendix 7.3*

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

- Career advancement benefits for higher education
- Provident Fund, ESI benefits
- Annual get-together Special awards
- Sick leave and special leave during emergency situations provided in genuine cases.

(Mrs Anitha Vinodhraj and Mrs B. Nagamani were given special sick leave.)

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

- Favorable ambience
- Family oriented conducive environment
- Good infrastructure and high tech laboratory facilities
- Yearly increment
- Recognition to faculty members

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

Use of financial resources is well maintained and monitored thoroughly

- Receipts and payments
- Income expenditure Statement
- Balance Sheet
- Accounting books and registers are well maintained
- External audit is carried out regularly

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

- Accounts are maintained by the Chartered Accountant appointed by the management
- Audited accounts are perused by the management

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

- Fee Collection
- No Loss no Profit
- Audited income and expenditure statement of academic and administrative activities for 4 years and the reserve or corpus fund available with the institution.

Copies of Audited income and expenditure statements for the past four years are enclosed in Appendix 6.4.3

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

- Fund raising is done internally and externally through sponsorship with regard to intercollegiate activities apart from the allocated budget.
- College auditorium, playground and class rooms are given for let out on rent to outside organizations during holiday on request

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

- a. **Has the institution established an Internal Quality Assurance Cell (IQAC)? If ‘yes’, what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?**

Yes. Internal Quality Assurance Cell has been established to ensure total quality in the institution policy, ensuring quality checks at all levels and self appraisal.

- b. **How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?**

The following decisions of the IQAC have been approved by the management/ authorities for implementation

- Change of college timings from 5-day order to 6-day order
- Increased use of Internet facility
- Introduction of Mentor-Ward System
- Capacity building workshops for faculty

c. **Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.**

- Dr. Bernard d' Sami, IQAC Coordinator, Loyola College
- Dr Ayub Khan, IQAC Coordinator, Quaidemilleth College for Men

d. **How do students and alumni contribute to the effective functioning of the IQAC?**

Feed back is got from the students through Open Forum. Alumni gives their suggestions through Alumni meets or whenever they get a chance to come to alma matter.

e. **How does the IQAC communicate and engage staff from different constituents of the institution?**

IQAC communicates through council meetings, departmental meetings etc

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

The IQAC involves faculty members from various departments of the college to other departments Open Forum.

The faculty include Mrs R. Selvi (Vice Principal), Mrs S. Ammani and Mrs.V. Sumathy (Mathematics), Mrs. S. Kavitha (Computer Science), Mrs C.K. Babini (Microbiology), and R. Gopinath (Electronics & Communication Science).

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes, give details enumerating its impact.

Yes

- Guest lectures and seminars are arranged for staff

- In-house FDP on quality assurance is conducted.
- Staff are also encouraged to attend seminars, workshops organised by other institutions

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If ‘yes’, how are the outcomes used to improve the institutional activities?

- External Academic Audit is not applicable
- Internal audit is done
- Counter checking is done in library, laboratories , furniture, Sports goods, cultural Education department etc is carried out regularly in a systematic manner.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

Not Applicable

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

- Discussions on review of the teaching learning process is done
- Mechanism to review the teaching learning process
- Tests, mid semester. model exams, seminar, assignments etc
- Remedial classes and extra tests are given for slow learners
- Mentor system is followed
- Counseling is done wherever necessary
- Student feedback at the end of every semester

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

The institutional mechanism to communicate its quality policy

Internal Stake holders are as follows :

- IQAC collects feedback from all the students
- Developmental perspective was discussed in meetings of the board, alumni and assembly
- Opinions, suggestions and ideas are recorded for constructive development for the future

External Stake holders are as follows :

- Through pamphlets
- Rank Board
- PTA meet
- Orientation for parents
- *Kayaremem Reflections*
- Through Annual reports and awards in the College Day celebrations
- Prospectus, Magazine and Calendar of the college
- Orientation for the parents with the fresher

Any other relevant information regarding Governance Leadership and Management which the college would like to include.

- Proficiency prizes are given every year for the excellent academic college examinations and University examination performance.
- Motivation awards are also being given for extracurricular activities, Sports , Culturals etc
- Staff are also being rewarded with motivational awards.
- 100 % attendance prizes are being issued for both students and faculty.
- Every department has an association which functions effectively and carries out various activities.
- Fee concession is being given to those students who have secured more than the stipulated percentage from the same group of institutions.

- Financial assistance is also provided to the deserving student to a certain extent
- Diploma courses and Certificate courses are conducted on MOU with Annamalai University.
- The following Endowment prizes have been initiated

Best outgoing student – instituted by the management in the name of Kumararajah Muthiah, to a student of final year with excellent overall performance in academics, cultural and extracurricular activities.

P.V. Madhavi Award – instituted by the college staff in the name of our former Principal P.V. Madhavi, for the best outgoing student (on rotation to each department every year)

Kalaiselvi Award - - instituted by the parents of Kalai Selvi, Lecturer of Tamil, given to student who excels in Tamil

Subhashini Award – instituted by mother of Subhashini, a student of Commerce, given to student who excels in Business Law

Details of the above are listed out in *Appendix 7.3*

Criterion VII

Innovations and Best Practices

CRITERION VII

INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

Green Audit :

The institution conducts its different activities with a sense of responsibility in environmentally conducive manner and always adopts eco-friendly measures. Environmental hazardous activities are discouraged and strictly banned in the campus. The institution has to initiate “Green Audit” during the current year. However, there are some units and committees that take care of it, namely – Nature Club/Leo Club/NSS units. All these units have been working for making the campus Eco-Friendly. Our College campus has been declared as a smoking free, plastic free and Tobacco free zone.

The following are the activities conducted ,

- Awareness programs on environment both within and outside college.
- *EN-DEVENIR 2013*, an inter college short film festival was organized based on environment awareness and consciousness by the department of BBA under the auspices of *Chettinad Talkies*.
- Garden in the College Campus is maintained by the management which gives greenery to the campus area.
- Department of Microbiology maintains Vermiculture and Department of Biotechnology maintains Organic farming.
- Use of plastics is prohibited inside the college campus
- College is 100 % Tobacco free zone

- Saplings were given to guests of honour to spread the message of green and clean city
- Leo Club planted saplings in the village *Kattukudalur* to create awareness on the environment.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

• **Energy conservation**

To make the campus eco friendly the following strategies have been implemented.

- Strict adherence to college norm of turning off the electricity when not in use.
- Use of alternate energy resources on campus includes installation of solar lamps on campus to minimise electricity consumption.

• **Water harvesting**

Percolation ponds and rain water harvesting structures have been installed throughout the campus to minimise water shortage and maximise available water usage. These structures are situated near the bore wells on campus so that the water table is recharged.

• **Plantation**

Efforts are made to make the campus adequately “Green”. Plantation is encouraged. The students and faculty enthusiastically participate in plantation drive.

Our Nature Club/NSS/Rotaract and Leo Club units take active part in plantation campaign launched on a large scale. Our Leo Club and NSS Unit of our College plays vital role in tree plantation activities. Leo Club of the College has planted around 50 trees in the college and maintains the same.

In association with Lions club of Mambalam, Leo club of the college planted saplings at various places like schools, villages etc. One among

the villages is Kattukudallur where the club planted around 50 saplings there in the village on request..Every year the NSS unit of the college organises the tree plantation activities along with their camp to a selected village.

7.2 Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

The following are the innovations introduced which have created a positive impact on the functioning of the college.

Innovative Curriculum Designing, Pedagogy and Evaluation

- Faculty members are oriented and trained in the latest advances on
 - ICT
 - Participatory learning
 - Guided Group work
- Continuous and Comprehensive Evaluation
 - Apart from monthly test in each subject students are evaluated for their project work, Assignment, Model Presentation, Seminar, Group discussion in each topic.
 - Advanced learners are motivated and trained to give seminars on selected topics through Audio Visual Aids.
 - Medium and Low level learners are trained after college hours and special remedial classes are conducted.
 - Learning material has been prepared to help students who failed in Mathematics and English to clear the paper before they complete the course.
 - Evaluation methods and students performance are intimated to the parents once in every semester during the Parents Teachers meeting.

- Film based video management and concepts are explained to students of Business Administration.
- Tutor Ward system is a unique methodology initiated and followed to maintain the complete database of the wards (both academic and non academic) allocated to every faculty member. The system is used to study the development of the student both academic and non academic. Mentors also act as Counselors.
- Student Support Services:
 - Book bank is a facility introduced by our college with the aim of helping the financially backward students by providing them with text books on various subjects.
 - To provide access to differently-abled students, we provide facilities such as reader and/or writer for exams and time adjustment to suit his capacity.
 - We have constituted a Women's Cell to ensure gender equality under Womens' Forum. A Research Centre named Dr. Meena Muthiah Study Centre for Entrepreneurship aims to foster the spirit of entrepreneurship in youngsters.

Innovations in Research and Extension

Some of the innovations initiated in research are:

- KRMMC's - '**THE REACH**' an in-house research journal, inspires students and faculty to publish their research findings, which is a major criterion in the field of research and development.
- Periodical research forum meetings are conducted for the researchers to meet, discuss thereby enhance the quality of research.
- Every year faculty members of department of Mathematics, Microbiology, Biotechnology, and Business Administration guide the students to bring out projects on various topics related to their subject.
- Students' wing for Research has been initiated where the students are guided to conduct Research Survey, prepare

Research Report etc., They are also encouraged to participate in various research activities of the college and other research institutions.

- Statistical survey of village *Kattukudalur* near *Melmaruvathur*. regarding their economic conditions is done by the students of Mathematics.

Employability through Skill Development Training

The institution imparts skill development training to the students needed for them to secure and sustain a challenging job. The skills that are developed among the students include - ICT related skills, communication skills, interview techniques, effective listening, effective writing and note making, time management, thinking skills and effective study habits etc. Layam Solutions Ltd and Back to Basics Finishing School train our students to gain employability skills to meet the needs of placement officers.

Special attention to empowerment of youth

Dr. Meena Muthiah Study Centre for youth entrepreneurship (A research and Activity unit) was launched during the year 2008 as a part of research wing to stimulate the creative thinking of students, academicians, research scholars, experts and general public on nurturing youth entrepreneurship. The centre aims to function with special focus on research and action oriented programs to convert job seekers into job creators. The centre concentrates more on women students on society. It aims to empower women through its activity and motivates them to become entrepreneurs through the training.

Objectives:

Action oriented programmes

- To foster and support entrepreneurship
- To sharpen the business skills among students
- To bridge the gender gap
- To empower youth through education and training programmes
- To pave way for economic development of the country

Research oriented activities

- To carry out research projects on related issues
- To explore the opportunities in entrepreneurial arenas
- To publish research papers
- To organize seminars and conferences
- To formulate entrepreneurial models

Activities of the centre:

- The centre has organized two seminars and edited two books with Vijay Nicole Publication on Women Empowerment, Issues and Challenges.
- It has conducted various training program for the women and student community as outreach activities.
- In association with “*Aval Vikatan*” and *Lion’s Club Mambalam* the centre conducted “*Pudhumai Poovayar 2013*”. About 700 women attended the training on 1) Paper jewellery 2) Napkin making 3) Chocalate making 4) Mobile Hardware Service. There was a display of products from various women entrepreneurs and SHGs products for sale. Success stories of ten women entrepreneurs from various fields were exhibited by Ln. Dr. V.A. Sathyaprema. Awards for successful women entrepreneurs were also identified and were given by the management.

Innovative Infra structure facility

- High Speed internet connectivity
- Audio Visual room
- Indoor A/C Auditorium
- Well equipped library
- A herbal garden

Innovative strategies in governance and leadership

- Enrichment programmes ranging from academic to skill development based on the requirements is organised for selected target groups of faculty members by IQAC.

- A well-equipped Data Centre is a recent addition which maintains detailed database of the students through academic coordinators of the college.

Availability of Sports & Games Facilities:

The institution provides 4.75 acres of sports ground adjacent to Adyar river. The ground has wide range of facilities listed out as follows :

Outdoor Games facilities :

| | | |
|--------------------|---|---|
| Volley ball courts | : | 2 |
| Football field | : | 1 |
| Cricket ground | : | 1 |
| Kabbaddi Court | : | 1 |
| Throw ball Court | : | 1 |
| 200 mts track | : | 1 |
| Kho kho field | : | 1 |

Indoor Games facilities :

| | | |
|----------------------------------|---|---|
| Table tennis tables | : | 2 |
| Chess Boards | : | |
| Carrom Boards | : | |
| Well maintained multipurpose gym | : | |

All the first year and second year students of all disciplines have compulsory sports activities. TA and DA are provided for all external tournaments. T shirts with the house name printed on it are provided to all the students every year by the institution. Breakfast is also provided for the students who practice early in the mornings during the tournaments. Exemption of time and attendance is given to the students participating in various events.

Sports day is celebrated every year during which medals and shields are given away for talented sports person. **Kumararajah Muthaih**

Memorial Rolling Trophy has been` instituted by the Management. Various teams in and around the city participated in several inter collegiate tournaments like Volley ball, Kho Kho for men and girls Throw ball for men and women and inter school throw ball for girls. Eminent Sports personalities were invited as chief guests and prizes are distributed away during the tournaments and Sports day.

As a part of **Institutional Social Responsibility**, the college also conducts KPL (Kumararajah Premier League), a **Tennis Ball Cricket Tournament** between Corporate and Colleges and cash prizes were given away. The themes of the tournament are based on social awareness to public and communities. **Season 1** was based on Road safety programs..**Season II** was based on environment awareness An interschool **hockey tournament** has been organized to promote the National game among younger generation.

Yoga and Meditation Training

The college also organizes Yoga and Meditation training for the students. Sports committee of the college conducts such programme. Some of the faculty members are also doing praise worthy work in this connection and have earned laurels in the social sector.

Involvement of alumni in the development activities of the Institution:

The alumni of the institution are encouraged to participate in developmental activities. The meetings of the college alumni association are regularly convened and the support of the alumni is solicited in the meetings. Alumni meetings are conducted regularly on fourth Saturdays of January and August every year.

Contribution of the alumni to the growth and development of the institution

- Many old students keep in touch regularly and lend a helping hand wherever necessary.
- They also help at the time of admission by distributing pamphlets and also by bringing in candidates.

- They give necessary feedback to train students for the current job markets and also help in the placement of the students.
- Alumni's have been choreographers for the college day celebrations.
- They also help the students in various sports activities.
- They also act as resource persons and judges during various social and cultural activities of the college.
- They contribute their used text books to the library.
- They share their experiences through presentations, promotions and group discussions for the benefit of the current students.
- Alumni of Mathematics and Corporate Secretaryship contributed to the semester fees of financially backward capable students.
- Raghuraj Poduval and alumni of 2006-09 (B. Com) batch has given materials on interview skills, group discussions etc. for the benefit of the students.
- Rajeswari S and S. Tamilarasan of (B.Com Corp. Sec) sponsored the certificates to prize winners of the intercollegiate competitions.

Library User feedback Practice

User feedback is collected on all aspects of library service. It is formally implemented through complaint, suggestion slips and feedback forms.

Activities of I.Q.A.C.

Internal Quality Assurance cell of the institution conducts regular meetings and motivates different stakeholder to participate in quality related issues concerned with the institution.

Standardization: We have a Standard Operating Procedure for all institutional activities. All procedures are standardized and abided by. **strategic planning:** All activities for the academic year such as students council activities, examination and performance, portion completion dates, study holidays, college events, etc, are planned and recorded in the Academic Calendar at the end of previous academic year itself as

per University norms. The entire procedure has been institutionalized. All planning details are communicated to the staff in writing and by reports.

Reporting and Controlling: There is regular monitoring of all activities in the form of reports submitted pertaining to each activity and through direct supervision by the heads. Any deviations are notified and corrected without delay. These procedures are also standardized by practice.

7.3 Best Practices

- 7.3.1 **Elaborate on any two best practices as per the annexed format which have contributed to the achievement of the Institutional objectives and / or contributed to the quality improvement of the core activities of the college.**

Best Practice 1:

Title of the practice : *Students participation in Quality Enhancement of Higher Education Institutions.*

Goal : To enhance students performance through quality education. Life skill and soft skill development through participation.

The Context : Of all the stakeholders of quality enhancement of the college students play a major role in sustaining and developing the quality of higher education. Thus, they are given major responsibility and importance to develop the quality in higher education.

The Practice:

Students contribute towards maintaining the quality of the institute in the following ways:

1) *Feedback mechanism:*

- Students give a feedback about the teachers at the end of each Semester through properly framed feedback questionnaire and an open forum conducted every semester by IQAC members.. Besides, informal interaction between the students and the Class

Teacher/H.O.D./Principal about issues pertaining to delivery of Service.

- Lecturers are counseled by the departmental head and/or Principal regarding measures to improve subject understanding and/or teaching skills.

2) *Role of Class representatives:*

- Two students are nominated from each class. These representatives help to communicate between the students and the teachers/Head of the Department and Principal.
- Class representatives have an important role inside as well as outside the class room in as much as they interact with the Department regarding quality of lectures, quality of services and other facilities.

3) *Role of student representative in various committees.*

Students Council which consists of few selected students as members of the Union conducts meeting regularly and this decision making body of student plays an important role in quality enhancement in academic and extracurricular activities. Students are, therefore a part of decision making.

- Two student representatives are nominated in various committees such as Library Committee, Grievance Committee, Students' Union, etc. These representatives are consulted for all issues and events in the institution.
- The college president along with students union takes up the responsibilities of conduct of all the events conducted throughout the year like Union Inauguration, Fresher's Social, Inter college events like *Hues* and *Carpe diem*, Inter department culturals like *Indradhanush*. College day and Valedictory functions.
- Ample opportunities are provided to the students to nurture their talents. Each department has an association which has a student secretary from the final year who coordinates the activities of the department throughout the year. The department secretary with the help of other students working together like a team, organizes several interdepartmental, intercollegiate competitions under the

banner of each associations which helps their organizational skills, their all round development and helps them to face the challenges in the globalised era. Each association has a specific name suitable to their departments like English (*Excalibre*), Tamil (*Tamil Oli*), Hindi (*Sawaan*), Sanskrit (*Tarangini*) Mathematics (*Brainmat*), Microbiology (*Prakrithi*), Computer Science and Applications (*Icons*), Electronics (*Electrosoc*), Biotechnology (*Genetricks*), Commerce (*Focus*), Corporate Secretaryship (*Convergence*), Business Administration and Economics (*Benevolent Autocrats*), Accounts & Finance (*Magnum Opus*)

- Students act as editors for their *department magazines* and the college provides funds for bringing them out annually with the help of a staff co-ordinator. The magazine comprises of articles related to their fields. Each magazine has a specific name suitable for the department. like *Spectator* (English), *Vanavil* (Tamil), *Rim jhim* (Hindi), *Biovistas* (Biotechnology), *Informatiques* (Computer Science & and Applications,) *Quest* (Electronics) *Matik Spark* (Mathematics), *Aakriti* (Microbiology), *Bizcraft* (Commerce), *Insight & Foresight* (Business Adm. & Economics) *Corporate Dimensions & Dynamics* (Corporate Secretaryship), *M- Mantre* (Accounts & Finance) etc.

➤ *Direct Redressal of Problems:*

Students are encouraged to directly communicate to the head of the department or Principal or Grievance cell regarding problems pertaining to any matter.

➤ *Suggestion Box*

Suggestion box placed on the first floor, which is a medium for our students to come out with their grievances/suggestions, without disclosing their identity. Prompt action is taken for redressal of grievances.

4) **Evidence of success:**

Students feel free to explore their knowledge and innovative ideas through proper channel. There is no gender bias and women students have no issues on ragging so far in the institution.

5) Problems encountered and resources required:

Grievance and suggestions of students got through feedback forms are rectified only under the norms of University of Madras with the proposal of the management.

Best Practice 2:

Title :*Interdisciplinary approach in Research, Consultancy and Extension*

Goal: To develop human knowledge and respond to the challenges of our changing world with insight and innovation in new areas of study.

The Context : Students with intellectual capacity to do research and all faculty members are the part of approach to develop interdisciplinary research.

The Practice :

Research and Consultancy

The college has initiated a Research committee through which the faculty members takes up projects on interdisciplinary approach. Research Committee of the college encourages faculty and students to participate in research activities done both in-house and outside the college.

Activities done by Research committee:

Periodic research meetings are conducted by the research committee to review the progress of research and there by enhance the quality of research. The college encourages all departments to conduct National symposia/seminar/conferences.

Faculty members are motivated to publish research papers in reputed journals. Projects done by students under the guidance of faculty members are appreciated by certificates from research committee.

In-house workshops are conducted by the faculty members. KRMMC's THE REACH – a multidisciplinary research journal is realized every year

where research papers of faculty members are published after review from peer review team.

The committee has planned to involve students into its action plan to make students to become more involved in their learning through teaching, learning and research activities. The scientific community is talking about the need to embrace interdisciplinary research and education. Our institution has made great advances in developing a variety of interdisciplinary approaches, with systematic progress. Every year students of Department of Mathematics, and Business administration conduct data analysis on different social issues and projects including interdisciplinary aspect.

Consultancy

Consultancy unit of the college keeps record of faculty who are eminent in conducting workshops/seminars etc., Faculty who acts consultants for other institutions/organization are noted and recommended. The department of Corporate Secretaryship has linkages in various esteemed organizations and students take up internship projects.

- a) Following are the number of projects done by the students of various department guided by the faculty members of the department (2005 – 12)

| <i>Sl. No.</i> | <i>Department</i> | <i>Projects</i> |
|----------------|--|-----------------|
| 1. | Mathematics | 9 |
| 2. | Computer Science and Applications | 130 |
| 3. | Microbiology | 15 |
| 4. | Electronics and Communication Science | 37 |
| 5. | Biotechnology | 102 |
| 6. | Commerce | 12 |
| 7. | Business Administration | 140 |
| 8. | Corporate Secretaryship Linkages Internships | 99 23 |

The details of the above projects are listed out in Appendix 3.7.1

- b) Following are the number of papers published in national/international/refereed journals by the faculty members of various departments

| Sl No. | Department | No. published in National & International Journals |
|--------|---------------------------------------|--|
| 1. | Mathematics | 8 |
| 2. | Computer Science & Applications | -- |
| 3. | Microbiology | 1 |
| 4. | Biotechnology | 3 |
| 5. | Electronics and Communication Science | 1 |
| 6. | Commerce | 1 |
| 7. | Business Administration | 1 |
| 8. | Corporate Secretaryship | 1 |

The details of the above publications are listed out in Appendix 3.4.3 (b)

2) Extension :

Students enrolled in various extension organizations conduct several service oriented activities like Blood donation camps, Eye camps, donations to orphanages, Tree plantations and other safety and environment awareness programs. All these activities empower not only their knowledge but improves their attitude, social consciousness and personality development.

The details of the above activities through all extension services are listed out in Appendix 3.6.1.

3. Evidence of success :

Teaching faculty are expert researchers and trainers

4. Problems encountered and Resources required . :

Self financed projects are only carried out in the college.

Other best practices are listed out in Appendix 7.3

**Evaluative Report
of the departments**

**Evaluative Report of
Department of Languages**

1. Name of the department : **Languages**
2. Year of Establishment : **1996**
3. Names of Programmes / Courses offered
(UG, PG, M.Phil., Ph.D., Integrated Masters;
Integrated Ph.D., etc.) : NIL
4. Names of Interdisciplinary courses and the departments/units involved
Interdisciplinary subject offered : *to Department*
Four languages are offered : All I & II Years
Tamil, Hindi, Sanskrit & French : BSc, B.A, B.Com & BCA
5. Annual/ semester/choice based credit system (programme wise) : **Nil**
6. Participation of the department in the courses offered by other departments : **Nil**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **Nil**
9. Number of Teaching posts

| | <i>Sanctioned</i> | <i>Filled</i> |
|----------------------|-------------------|---------------|
| Professors | -- | -- |
| Associate Professors | -- | -- |
| Asst. Professors | 4 | 4 |

10. Faculty profile with name, qualification, designation, specialization, D.Sc./ D.Litt. /Ph.D. / M. Phil. etc.,)

| <i>Name</i> | <i>Qualification</i> | <i>Designation</i> | <i>Specialization</i> | <i>No. of years of Experience</i> | <i>No. of Ph.D. Students guided for the last 4 years</i> |
|------------------------------|--------------------------------------|------------------------|-----------------------|-----------------------------------|--|
| Dr. S. Santha | B. Ed., M.A. M. Phil, Ph. D | Head of the Department | Tamil | 20 | |
| Dr. Jebajothi Pushpam | M.A. M. Phil, SLET. Ph. D | Assistant Professor | Tamil | 10 (3yrs part time) | |
| Ms. M. Mahalakshmi | M.A. M. Phil, NET. <i>Ph.D</i> | Assistant Professor | Tamil | 5 | |
| Ms. V. Preethi | M.A. | Assistant Professor | Sanskrit | 3 | |
| Dr. Seetha Lakshmi | M.A. M. Phil, Ph. D | Assistant Professor | Hindi | 3 | |
| Mr. A.David | Part Time | Assistant Professor | French | | |

11. List of senior visiting faculty : Nil
 12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : Nil
 13. Student -Teacher Ratio (programme wise) : **1: 60**
 14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Nil**
 15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
Ph. D : 2 M. Phil : 5, PG : 6

16. Number of faculty with ongoing projects from
a) National b) International funding agencies and grants received : Nil
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc.
and total grants received : Nil
18. Research Centre /facility recognized by the University : Nil
19. Publications:
 - a) Publication per faculty
Details of publication per faculty are listed out in **Annexure 3.4.3 (a)**
 - Number of papers published in peer reviewed journals
(national / international) by faculty and students : Nil
 - Number of publications listed in International Database
(For Eg: Web of Science, Scopus, Humanities
International Complete, Dare Database - International
Social Sciences Directory, EBSCO host, etc.) : Nil
 - Monographs : Nil
 - Chapter in Books : Nil
 - Books Edited : Nil
 - Books with ISBN/ISSN numbers with details of publishers : 4
Details of books published are listed out in **Appendix 3.4.3 (c)**
 - Citation Index : Nil
 - SNIP : Nil
 - SJR : Nil
 - Impact factor : Nil
 - h-index : Nil
20. Areas of consultancy and income generated : Nil

21. Faculty as members in

- a) National committees b) International committees
c) Editorial Boards.... : Nil

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : Not Applicable
b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : Nil

23. Awards / Recognitions received by faculty and students

Faculty :

Dr. S. Shantha

- **Recognition Award** given by the Management on completing Ph.D.
- **My Guru Award** : given by Rotaract Club for two decades of service in the field of Teaching in 2013.

24. List of eminent academicians and scientists / visitors to the department. : Nil

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) National : **Tamil Internet Workshop - Sept 28th 2013**
b) International : Nil

26. Student profile programme/course wise: : Not Applicable

27. Diversity of Students : Not Applicable

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? : Nil

29. Student progression : Not Applicable

30. Details of Infrastructural facilities

- a) **Library** Both Central library and department library are available for the students

- b) **Internet facilities for Students :** Students have been given smart cards which they can make use for browsing during specific hours during the college.
- c) **Class rooms with ICT facility :** Common Audio video hall is available with LCD facility
- d) **Laboratories** : Not Applicable
31. Number of students receiving financial assistance from college, university, government or other agencies : Not Applicable
32. Details on student enrichment programs (special lectures / workshops / seminar) with external experts
Each Language has a separate Association
(Tamil – *Tamil oli*; Sanskriti - *Gnanavani*; Hindi – *Sawan*)
which conducts various enrichment seminars and workshops and lectures the details of which are listed out in *Appendix 5.3.1 (b)*
33. Teaching methods adopted to improve student learning
Seminars, Discussions, Assignments, Debates, Dramas etc.
34. Participation in Institutional Social Responsibility (ISR) and Extension activities : Not Applicable
35. SWOC analysis of the department and Future plans

SWOC analysis

Strengths :

- Highly motivated and dedicated faculty
- Books are available in the library including both reference and text books.
- 100 % results every year in every discipline in Tamil Sanskrit and Hindi with ranks

Weakness :

- Students take the language casually without any importance

Opportunity :

- Provides opportunities to participate in various competitions
- Internet facilities and web access is available at computer lab

Challenge :

- Pass percentage in French is a challenge

Future Plans

- To conduct workshops and to set up a language lab

Any Other : Result Status – TAMIL

| Year | Sem | Students | | | Students | | | Students | | |
|-----------|-----|--------------------|------|-------|------------|------|-------|------------|------|-------|
| | | App | Pass | Pass% | App | Pass | Pass% | App | Pass | Pass% |
| 2005 - 07 | | B.Sc Comp. Science | | | B.Sc Micro | | | B.Sc Maths | | |
| | I | 38 | 35 | 92 | 15 | 14 | 93 | 6 | 6 | 100 |
| | II | 38 | 38 | 100 | 5 | 5 | 100 | 5 | 5 | 100 |
| | III | 38 | 38 | 100 | 5 | 5 | 100 | 5 | 5 | 100 |
| 2006 - 08 | IV | 38 | 38 | 100 | 5 | 5 | 100 | 5 | 5 | 100 |
| | I | 33 | 33 | 100 | 18 | 17 | 94 | 18 | 17 | 94 |
| | II | 33 | 32 | 97 | 18 | 18 | 100 | 18 | 18 | 100 |
| | III | 30 | 30 | 100 | 18 | 18 | 100 | 17 | 17 | 100 |
| 2007 - 09 | IV | 31 | 31 | 100 | 17 | 17 | 100 | 17 | 100 | 17 |
| | I | 37 | 37 | 100 | 14 | 14 | 100 | 14 | 14 | 100 |
| | II | 37 | 37 | 100 | 13 | 13 | 100 | 13 | 13 | 10 |
| | III | 37 | 37 | 100 | 13 | 13 | 100 | 13 | 13 | 10 |
| 2008 - 10 | IV | 37 | 35 | 97 | 12 | 10 | 83 | 12 | 10 | 83 |
| | I | 34 | 34 | 100 | 10 | 10 | 100 | 10 | 10 | 100 |
| | II | 34 | 34 | 100 | 11 | 10 | 91 | 11 | 10 | 91 |
| | III | 34 | 34 | 100 | 10 | 10 | 100 | 10 | 10 | 100 |
| | IV | 34 | 34 | 100 | 10 | 10 | 100 | 10 | 10 | 100 |

| Years | Sem. | Students | | | Students | | | Students | | |
|-----------|------|--------------|------|-------|------------|------|-------|--------------|------|-------|
| | | App | Pass | Pass% | App | Pass | Pass% | App | Pass | Pass% |
| 2009 - 11 | I | 37 | 36 | 97 | 8 | 8 | 100 | 8 | 8 | 100 |
| | II | 34 | 34 | 100 | 8 | 8 | 100 | 8 | 8 | 100 |
| | III | 36 | 35 | 97 | 8 | 8 | 100 | 8 | 8 | 100 |
| | IV | 36 | 36 | 100 | 8 | 8 | 100 | 8 | 8 | 100 |
| 2010 - 12 | I | 37 | 34 | 92 | 10 | 10 | 100 | 12 | 12 | 100 |
| | II | 36 | 34 | 94 | 10 | 10 | 100 | 12 | 12 | 100 |
| | III | 37 | 35 | 94 | 10 | 10 | 100 | 12 | 12 | 100 |
| | IV | 36 | 36 | 100 | 10 | 8 | 80 | 12 | 11 | 92 |
| 2011 - 13 | I | 35 | 33 | 94 | 3 | 3 | 100 | 13 | 13 | 100 |
| | II | 36 | 35 | 97 | 3 | 3 | 100 | 12 | 11 | 92 |
| | III | 36 | 36 | 100 | 3 | 3 | 100 | 12 | 12 | 100 |
| | IV | 33 | 31 | 94 | 3 | 3 | 100 | 11 | 11 | 100 |
| 2005 - 07 | | B.Sc Biotech | | | B.Com (CS) | | | B.A Eng. Lit | | |
| | I | 26 | 24 | 92 | 25 | 20 | 80 | -- | -- | -- |
| | II | 26 | 26 | 100 | 26 | 19 | 73 | -- | -- | -- |
| | III | 26 | 26 | 100 | 21 | 21 | 100 | -- | -- | -- |
| | IV | 26 | 26 | 100 | 20 | 19 | 95 | -- | -- | -- |
| 2006 - 08 | I | 19 | 19 | 100 | 40 | 36 | 90 | -- | -- | -- |
| | II | 19 | 19 | 100 | 37 | 36 | 97 | -- | -- | -- |
| | III | 19 | 19 | 100 | 37 | 36 | 97 | -- | -- | -- |
| | IV | 19 | 19 | 100 | 37 | 35 | 95 | -- | -- | -- |
| 2007 - 09 | I | 5 | 5 | 100 | 35 | 34 | 97 | -- | -- | -- |
| | II | 5 | 5 | 100 | 31 | 24 | 77 | -- | -- | -- |
| | III | 5 | 5 | 100 | 34 | 33 | 97 | 2 | 2 | 100 |
| | IV | 5 | 4 | 80 | 36 | 30 | 83 | 2 | 2 | 100 |
| 2008 - 10 | I | 3 | 3 | 100 | 41 | 40 | 98 | 6 | 6 | 100 |
| | II | 3 | 2 | 66 | 31 | 36 | 97 | 6 | 6 | 100 |
| | III | 3 | 3 | 100 | 39 | 36 | 92 | 5 | 5 | 100 |
| | IV | 3 | 3 | 100 | 40 | 37 | 93 | 5 | 3 | 60 |

| Year | Sem. | Students | | | Students | | | Students | | |
|--------------|------|----------|------|-------|----------|------|-------|----------|------|-------|
| | | App | Pass | Pass% | App | Pass | Pass% | App | Pass | Pass% |
| 2009 - 11 | I | 8 | 8 | 100 | 57 | 53 | 93 | 12 | 11 | 92 |
| | II | 8 | 8 | 100 | 57 | 56 | 98 | 11 | 9 | 82 |
| | III | 8 | 8 | 100 | 57 | 57 | 100 | 10 | 10 | 100 |
| | IV | 9 | 9 | 100 | 54 | 44 | 91 | 11 | 9 | 82 |
| 2010 - 12 | I | 6 | 6 | 100 | 49 | 49 | 100 | 3 | 1 | 332 |
| | II | 6 | 6 | 100 | 48 | 46 | 96 | 2 | 2 | 100 |
| | III | 6 | 6 | 100 | 41 | 41 | 100 | 2 | 2 | 100 |
| | IV | 6 | 6 | 100 | 46 | 42 | 91 | 2 | 2 | 100 |
| 2011 - 13 | I | 4 | 4 | 100 | 48 | 42 | 87 | 7 | 4 | 57 |
| | II | 4 | 4 | 100 | 41 | 41 | 100 | 5 | 5 | 100 |
| | III | 4 | 4 | 100 | 46 | 42 | 91 | 4 | 4 | 100 |
| | IV | 4 | 4 | 100 | 45 | 35 | 78 | 4 | 4 | 100 |

| Year | Sem | Students | | | Students | | | Students | | | Students | | |
|--------------|-----|-------------------|------|-----|----------|------------|----|----------|------------|-----|----------|------------|-----|
| | | Ap | Pass | % | Ap | Pa | % | Ap | Pa | % | Ap | Pa | % |
| | | B. Com Gen | | | | BBA | | | BCA | | | BES | |
| 2005 - 06 | I | 23 | 31 | 93 | 13 | 10 | 77 | 19 | 17 | 89 | 7 | 6 | 86 |
| | II | 20 | 14 | 70 | 13 | 10 | 77 | 13 | 12 | 92 | 7 | 7 | 100 |
| 2006 - 07 | I | 35 | 35 | 100 | 24 | 22 | 92 | 37 | 36 | 97 | 22 | 22 | 100 |
| | II | 35 | 35 | 100 | 22 | 21 | 95 | 35 | 35 | 100 | 22 | 22 | 100 |
| 2007 - 08 | I | 31 | 30 | 97 | 40 | 37 | 93 | 42 | 40 | 95 | 22 | 22 | 100 |
| | II | 30 | 30 | 100 | 32 | 30 | 94 | 41 | 40 | 98 | 23 | 23 | 100 |
| 2008- 09 | I | 49 | 48 | 98 | 45 | 41 | 91 | 38 | 37 | 97 | 14 | 14 | 100 |
| | II | 48 | 45 | 94 | 41 | 41 | 95 | 38 | 38 | 100 | 14 | 14 | 100 |
| 2009 - 10 | I | 48 | 48 | 100 | 51 | 47 | 93 | 44 | 43 | 98 | 17 | 17 | 100 |
| | II | 48 | 45 | 94 | 50 | 44 | 88 | 43 | 43 | 100 | 15 | 14 | 93 |

| Year | Sem | Students | | | Students | | | Students | | | Students | | |
|---------|-----|----------|------|-----|----------|------|----|----------|------|-----|----------|------|-----|
| | | Ap | Pass | % | Ap | Pass | % | Ap | Pass | % | Ap | Pass | % |
| 2010-11 | I | 48 | 48 | 100 | 39 | 35 | 88 | 46 | 46 | 100 | 16 | 12 | 75 |
| | II | 46 | 46 | 100 | 37 | 33 | 89 | 44 | 44 | 100 | 15 | 14 | 93 |
| 2011-12 | I | 56 | 56 | 100 | 47 | 39 | 83 | 47 | 46 | 98 | 12 | 12 | 100 |
| | II | 54 | 53 | 98 | 45 | 39 | 86 | 48 | 46 | 96 | 10 | 9 | 90 |
| 2012-13 | I | 58 | 57 | 98 | 53 | 44 | 87 | 53 | 51 | 96 | 10 | 9 | 90 |
| | II | 57 | 56 | 98 | 46 | 44 | 95 | 46 | 46 | 100 | 10 | 9 | 90 |

SANSKRIT

| Year | Sem | Students | | | Students | | | Students | | |
|-----------|---------------------------|----------|------|-------------------|----------|------|-------------------|----------|------|-------|
| | | App | Pass | Pass% | App | Pass | Pass% | App | Pass | Pass% |
| 2005 - 07 | B.Sc Comp. Science | | | B.Sc Micro | | | B.Sc Maths | | | |
| | I | - | - | - | 6 | 6 | 100 | 1 | 1 | 100 |
| | II | - | - | - | 6 | 6 | 100 | - | - | - |
| | III | - | - | - | 6 | 6 | 100 | - | - | - |
| | IV | - | - | - | 6 | 6 | 100 | - | - | - |
| 2006 - 08 | I | - | - | - | 2 | 2 | 100 | 2 | 2 | 100 |
| | II | - | - | - | 2 | 2 | 100 | 1 | 1 | 100 |
| | III | - | - | - | 2 | 2 | 100 | 1 | 1 | 100 |
| | IV | - | - | - | 2 | 2 | 100 | 1 | 1 | 100 |
| 2007 - 09 | I | - | - | - | 2 | 2 | 100 | 1 | 1 | 100 |
| | II | - | - | - | 2 | 2 | 100 | 1 | 1 | 100 |
| | III | - | - | - | 2 | 2 | 100 | - | - | - |
| | IV | - | - | - | 2 | 2 | 100 | - | - | - |
| 2008 - 10 | I | 1 | 1 | 100 | 2 | 2 | 100 | - | - | - |
| | II | 1 | 1 | 100 | 2 | 2 | 100 | - | - | - |
| | III | 1 | 1 | 100 | 2 | 2 | 100 | - | - | - |
| | IV | 1 | 1 | 100 | 2 | 2 | 100 | - | - | - |
| 2009 - 11 | I | 1 | 1 | 100 | - | - | - | - | - | - |
| | II | 1 | 1 | 100 | - | - | - | - | - | - |
| | III | 1 | 1 | 100 | - | - | - | - | - | - |
| | IV | 1 | 1 | 100 | - | - | - | - | - | - |
| 2010 - 12 | I | 3 | 3 | 100 | - | - | - | - | - | - |
| | II | 3 | 3 | 100 | - | - | - | - | - | - |
| | III | 3 | 3 | 100 | - | - | - | - | - | - |
| | IV | 3 | 2 | 67 | - | - | - | - | - | - |
| 2011 - 13 | I | 4 | 4 | 100 | - | - | - | 2 | 2 | 100 |
| | II | 4 | 4 | 100 | - | - | - | 2 | 2 | 100 |
| | III | 4 | 4 | 100 | - | - | - | 2 | 2 | 100 |
| | IV | 3 | 2 | 67 | - | - | - | 2 | 2 | 100 |

| Year | Sem | Students | | | Students | | | Students | | |
|-----------|-----|---------------------|------|-------|-------------------|------|-------|---------------------|------|-------|
| | | App | Pass | Pass% | App | Pass | Pass% | App | Pass | Pass% |
| 2005 - 07 | | B.Sc Biotech | | | B.Com (CS) | | | B.A Eng. Lit | | |
| | I | 1 | 1 | 100 | 1 | 1 | 100 | - | - | - |
| | II | 1 | 1 | 100 | 1 | 1 | 100 | - | - | - |
| | III | 1 | 1 | 100 | 1 | 1 | 100 | - | - | - |
| | IV | 1 | 1 | 100 | 1 | 1 | 100 | - | - | - |
| 2006 - 08 | I | 7 | 7 | 100 | 2 | 2 | 100 | - | - | - |
| | II | 7 | 6 | 83 | 2 | 2 | 100 | - | - | - |
| | III | 5 | 5 | 100 | 2 | 2 | 100 | - | - | - |
| | IV | 7 | 6 | 83 | 2 | 2 | 100 | - | - | - |
| 2007 - 09 | I | 1 | 1 | 100 | 2 | 2 | 100 | - | - | - |
| | II | 1 | 1 | 100 | 2 | 2 | 100 | - | - | - |
| | III | 1 | 1 | 100 | 2 | 2 | 100 | - | - | - |
| | IV | 1 | 1 | 100 | 2 | 2 | 100 | - | - | - |
| 2008 - 10 | I | 1 | 1 | 100 | 3 | 3 | 100 | - | - | - |
| | II | 1 | 1 | 100 | 3 | 3 | 100 | - | - | - |
| | III | 1 | 1 | 100 | 3 | 3 | 100 | - | - | - |
| | IV | 1 | 1 | 100 | 3 | 3 | 100 | - | - | - |
| 2009 - 11 | I | 3 | 3 | 100 | 4 | 4 | 100 | 1 | 1 | 100 |
| | II | 3 | 3 | 100 | 4 | 3 | 75 | 1 | 1 | 100 |
| | III | 3 | 3 | 100 | 4 | 4 | 100 | 1 | 1 | 100 |
| | IV | 3 | 3 | 100 | 4 | 4 | 100 | 1 | 1 | 100 |
| 2010 - 12 | I | - | - | - | 5 | 5 | 100 | - | - | - |
| | II | - | - | - | 5 | 4 | 80 | - | - | - |
| | III | - | - | - | 4 | 4 | 100 | - | - | - |
| | IV | - | - | - | 4 | 4 | 100 | - | - | - |
| 2011 - 13 | I | - | - | - | 6 | 6 | 100 | - | - | - |
| | II | - | - | - | 6 | 6 | 100 | - | - | - |
| | III | - | - | - | 6 | 6 | 100 | - | - | - |
| | IV | - | - | - | 6 | 6 | 100 | - | - | - |

| Year | Sem | Students | | | Students | | | Students | | | Students | | |
|-----------|-----|-------------------|------|-----|------------|----|-----|------------|----|-----|------------|----|-----|
| | | Ap | Pass | % | Ap | Pa | % | Ap | Pa | % | Ap | Pa | % |
| | | B. Com Gen | | | BBA | | | BCA | | | BES | | |
| 2005 - 06 | I | - | - | - | 3 | 3 | 100 | 2 | 2 | 100 | 1 | 1 | 100 |
| | II | - | - | - | 3 | 3 | 100 | 2 | 2 | 100 | 1 | 1 | 100 |
| 2006 - 07 | I | 4 | 1 | 25 | 6 | 5 | 83 | 3 | 3 | 100 | 1 | 1 | 100 |
| | II | 4 | 4 | 100 | 6 | 5 | 83 | 3 | 3 | 100 | 1 | 1 | 100 |
| 2007 - 08 | I | 4 | 4 | 100 | 8 | 8 | 100 | 1 | 1 | 100 | 1 | 1 | 100 |
| | II | 4 | 4 | 100 | 6 | 6 | 100 | 1 | 1 | 100 | 1 | 1 | 100 |
| 2008- 09 | I | 2 | 2 | 100 | 3 | 3 | 100 | 2 | 2 | 100 | - | - | - |
| | II | 2 | 2 | 100 | 3 | 3 | 100 | 2 | 2 | 100 | - | - | - |
| 2009 - 10 | I | 3 | 3 | 100 | 4 | 4 | 100 | 3 | 3 | 100 | 1 | 1 | 100 |
| | II | 3 | 2 | 67 | 4 | 4 | 100 | 3 | 3 | 100 | 1 | 1 | 100 |
| 2010- 11 | I | 3 | 3 | 100 | 2 | 2 | 100 | - | - | - | - | - | - |
| | II | 3 | 3 | 100 | 2 | 2 | 100 | - | - | - | - | - | - |
| 2011- 12 | I | 4 | 4 | 100 | 4 | 3 | 75 | 3 | 3 | 100 | 1 | 1 | 100 |
| | II | 4 | 4 | 100 | 4 | 4 | 100 | 3 | 3 | 100 | 1 | 1 | 100 |
| 2012- 13 | I | 6 | 6 | 100 | - | - | - | 1 | 1 | 100 | - | - | - |
| | II | 6 | 6 | 100 | - | - | - | 1 | 1 | 100 | - | - | - |

HINDI

| Year | Sem | Students | | | Students | | | Students | | |
|------------------|---------------------------|----------|------|-------------------|----------|------|-------------------|----------|------|-------|
| | | App | Pass | Pass% | App | Pass | Pass% | App | Pass | Pass% |
| 2005 - 07 | B.Sc Comp. Science | | | B.Sc Micro | | | B.Sc Maths | | | |
| | I | 4 | 2 | 50 | 3 | 2 | 70 | 3 | 3 | 100 |
| | II | 3 | 3 | 100 | 3 | 2 | 70 | 3 | 3 | 100 |
| | III | 3 | 3 | 100 | 3 | 2 | 70 | 3 | 3 | 100 |
| | IV | 4 | 3 | 75 | 3 | 2 | 70 | 3 | 3 | 100 |
| 2006 - 08 | I | 5 | 5 | 100 | 2 | 2 | 100 | 6 | 6 | 100 |
| | II | 5 | 5 | 100 | 2 | 2 | 100 | 6 | 6 | 100 |
| | III | 5 | 5 | 100 | 2 | 2 | 100 | 6 | 6 | 100 |
| | IV | 5 | 5 | 100 | 2 | 2 | 100 | 6 | 6 | 100 |
| 2007 - 09 | I | 2 | 2 | 100 | - | - | - | - | - | - |
| | II | 2 | 2 | 100 | - | - | - | - | - | - |
| | III | 2 | 1 | 50 | - | - | - | - | - | - |
| | IV | 2 | 2 | 100 | - | - | - | - | - | - |
| 2008 - 10 | I | 6 | 6 | 100 | - | - | - | 2 | 2 | 100 |
| | II | 6 | 6 | 100 | - | - | - | 2 | 1 | 50 |
| | III | 6 | 6 | 100 | - | - | - | 2 | 2 | 100 |
| | IV | 6 | 6 | 100 | - | - | - | 2 | 2 | 100 |
| 2009 - 11 | I | 2 | 2 | 100 | 1 | 1 | 100 | 3 | 3 | 100 |
| | II | 2 | 2 | 100 | 1 | 1 | 100 | 3 | 3 | 100 |
| | III | 2 | 2 | 100 | 1 | 1 | 100 | 3 | 3 | 100 |
| | IV | 2 | 2 | 100 | 1 | 1 | 100 | 3 | 3 | 100 |
| 2010 - 12 | I | 2 | 2 | 100 | 1 | 1 | 100 | - | - | - |
| | II | 2 | 2 | 100 | 1 | 1 | 100 | - | - | - |
| | III | 2 | 2 | 100 | 1 | 1 | 100 | - | - | - |
| | IV | 2 | 2 | 100 | 1 | 1 | 100 | - | - | - |
| 2011 - 13 | I | 3 | 3 | 100 | 1 | 1 | 100 | 2 | 2 | 100 |
| | II | 3 | 3 | 100 | 1 | 1 | 100 | 2 | 2 | 100 |
| | III | 3 | 3 | 100 | 1 | 1 | 100 | 2 | 2 | 100 |
| | IV | 3 | 3 | 100 | 1 | 1 | 100 | 2 | 2 | 100 |

| Year | Sem | Students | | | Students | | | Students | | |
|-----------|-----|---------------------|------|-------|-------------------|------|-------|---------------------|------|-------|
| | | App | Pass | Pass% | App | Pass | Pass% | App | Pass | Pass% |
| 2005 - 07 | | B.Sc Biotech | | | B.Com (CS) | | | B.A Eng. Lit | | |
| | I | 3 | 3 | 100 | 3 | 1 | 35 | - | - | - |
| | II | 3 | 3 | 100 | 3 | 1 | 35 | - | - | - |
| | III | 3 | 3 | 100 | 3 | 3 | 100 | - | - | - |
| 2006 - 08 | IV | 3 | 3 | 100 | 3 | 3 | 100 | - | - | - |
| | I | 6 | 6 | 100 | 4 | 2 | 50 | - | - | - |
| | II | 6 | 6 | 100 | 4 | 4 | 100 | - | - | - |
| | III | 6 | 6 | 100 | 4 | 1 | 25 | - | - | - |
| 2007 - 09 | IV | 6 | 6 | 100 | 4 | 1 | 25 | - | - | - |
| | I | - | - | - | 4 | 4 | 100 | - | - | - |
| | II | - | - | - | 4 | 3 | 75 | - | - | - |
| | III | - | - | - | 3 | 3 | 100 | - | - | - |
| 2008 - 10 | IV | - | - | - | 3 | 3 | 100 | - | - | - |
| | I | 2 | 2 | 100 | 5 | 5 | 100 | 2 | 2 | 100 |
| | II | 2 | 2 | 100 | 5 | 5 | 100 | 2 | 2 | 100 |
| | III | 2 | 1 | 50 | 5 | 5 | 100 | 2 | 2 | 100 |
| 2009 - 11 | IV | 2 | 2 | 100 | 5 | 5 | 100 | 2 | 2 | 100 |
| | I | 3 | 3 | 100 | 4 | 1 | 25 | 2 | 2 | 100 |
| | II | 3 | 3 | 100 | 4 | 1 | 25 | 2 | 2 | 100 |
| | III | 3 | 3 | 100 | 4 | 1 | 25 | 2 | 2 | 100 |
| 2010 - 12 | IV | 3 | 3 | 100 | 4 | 2 | 50 | 2 | 2 | 100 |
| | I | 3 | 3 | 100 | 4 | 1 | 25 | 2 | 2 | 100 |
| | II | 3 | 3 | 100 | 4 | 2 | 50 | 2 | 2 | 100 |
| | III | 3 | 3 | 100 | 3 | 1 | 33 | 2 | 2 | 100 |
| 2011 - 13 | IV | 3 | 3 | 100 | 2 | 1 | 50 | 2 | 2 | 100 |
| | I | 2 | 2 | 100 | 2 | 2 | 100 | 3 | 3 | 100 |
| | II | 2 | 2 | 100 | 2 | 2 | 100 | 3 | 3 | 100 |
| | III | 2 | 2 | 100 | 2 | 2 | 100 | 3 | 3 | 100 |
| | IV | 2 | 2 | 100 | 2 | 2 | 100 | 3 | 3 | 100 |

| Year | Sem | Students | | | Students | | | Students | | | Students | | |
|-----------|-----|------------|------|-----|----------|----|-----|----------|----|-----|----------|----|-----|
| | | Ap | Pass | % | Ap | Pa | % | Ap | Pa | % | Ap | Pa | % |
| | | B. Com Gen | | | BBA | | | BCA | | | BES | | |
| 2005 - 06 | I | 14 | 10 | 71 | 2 | 0 | 0 | 1 | 1 | 100 | - | - | - |
| | II | 14 | 13 | 93 | 2 | 1 | 50 | 1 | 1 | 100 | - | - | - |
| 2006 - 07 | I | 6 | 6 | 100 | 5 | 3 | 60 | | | | 3 | 3 | 100 |
| | II | 6 | 6 | 100 | 5 | 5 | 100 | | | | 3 | 3 | 100 |
| 2007 – 08 | I | 13 | 11 | 85 | 3 | 3 | 100 | | | | 4 | 3 | 75 |
| | II | 13 | 11 | 85 | 3 | 3 | 100 | | | | 4 | 1 | 25 |
| 2008- 09 | I | 4 | 4 | 100 | 2 | 2 | 100 | | | | 1 | 1 | 100 |
| | II | 4 | 4 | 100 | 2 | 2 | 100 | | | | 1 | 1 | 100 |
| 2009 - 10 | I | 7 | 7 | 100 | 2 | 2 | 100 | | | | 3 | 3 | 100 |
| | II | 7 | 7 | 100 | 2 | 2 | 100 | | | | 3 | 3 | 100 |
| 2010- 11 | I | 3 | 3 | 100 | 2 | 2 | 100 | | | | 1 | 1 | 100 |
| | II | 3 | 3 | 100 | 2 | 2 | 100 | | | | 1 | 1 | 100 |
| 2011- 12 | I | 2 | 1 | 50 | 2 | 2 | 100 | - | - | - | - | - | - |
| | II | 2 | 1 | 50 | 3 | 2 | 67 | - | - | - | - | - | - |

FRENCH

| Year | Sem | Students | | | Students | | | Students | | |
|-----------|-----|---------------------------|------|-------|-------------------|------|-------|-------------------|------|-------|
| | | App | Pass | Pass% | App | Pass | Pass% | App | Pass | Pass% |
| 2005 - 07 | | B.Sc Comp. Science | | | B.Sc Micro | | | B.Sc Maths | | |
| | I | - | - | - | 2 | 2 | 100 | 1 | 1 | 100 |
| | II | - | - | - | 2 | 2 | 100 | 1 | 0 | 0 |
| | III | - | - | - | 2 | 2 | 100 | 1 | 1 | 100 |
| 2006 - 08 | IV | - | - | - | 2 | 2 | 100 | 1 | 1 | 100 |
| | I | - | - | - | 1 | 1 | 100 | 1 | 0 | 0 |
| | II | - | - | - | 1 | 1 | 100 | 1 | 0 | 0 |
| | III | - | - | - | 1 | 1 | 100 | 1 | 1 | 100 |
| 2007 - 09 | IV | - | - | - | 1 | 1 | 100 | 1 | 1 | 100 |
| | I | 5 | 4 | 100 | - | - | - | 1 | 0 | 0 |
| | II | 5 | 5 | 100 | - | - | - | - | - | - |
| | III | 4 | 4 | 100 | - | - | - | 1 | 0 | 0 |
| 2008 - 10 | IV | 4 | 4 | 100 | - | - | - | - | - | - |
| | I | 4 | 4 | 100 | 1 | 1 | 100 | 2 | 2 | 100 |
| | II | 4 | 3 | 75 | 1 | 1 | 100 | 2 | 2 | 100 |
| | III | 5 | 5 | 100 | 1 | 1 | 100 | 2 | 2 | 100 |
| 2009 - 11 | IV | 5 | 5 | 100 | 1 | 1 | 100 | 2 | 2 | 100 |
| | I | 6 | 6 | 100 | - | - | - | 2 | 2 | 100 |
| | II | 7 | 5 | 71 | - | - | - | 2 | 2 | 100 |
| | III | 4 | 3 | 75 | - | - | - | 2 | 2 | 100 |
| 2010 - 12 | IV | 4 | 3 | 75 | - | - | - | 2 | 2 | 100 |
| | I | 1 | 1 | - | - | - | - | 2 | 2 | 100 |
| | II | 7 | 5 | 71 | - | - | - | 2 | 2 | 100 |
| | III | 4 | 3 | 75 | - | - | - | 2 | 2 | 100 |
| 2011 - 13 | IV | 4 | 3 | 75 | - | - | - | 2 | 2 | 100 |
| | I | 4 | 3 | 75 | 1 | 1 | 100 | - | - | - |
| | II | 4 | 3 | 75 | 1 | 1 | 100 | - | - | - |
| | III | 3 | 3 | 100 | 1 | 1 | 100 | - | - | - |
| | IV | 3 | 3 | 100 | 1 | 1 | 100 | - | - | - |

| Year | Sem | Students | | | Students | | | Students | | |
|-----------|---------------------|----------|------|-------------------|----------|------|---------------------|----------|------|-------|
| | | App | Pass | Pass% | App | Pass | Pass% | App | Pass | Pass% |
| 2005 - 07 | B.Sc Biotech | | | B.Com (CS) | | | B.A Eng. Lit | | | |
| | I | 3 | 2 | 66 | 4 | 4 | 100 | - | - | - |
| | II | 3 | 3 | 100 | 4 | 4 | 100 | - | - | - |
| | III | 3 | 3 | 100 | 4 | 4 | 100 | - | - | - |
| 2006 - 08 | IV | 3 | 3 | 100 | 4 | 4 | 100 | - | - | - |
| | I | 5 | 4 | 80 | 4 | 3 | 75 | - | - | - |
| | II | 5 | 5 | 100 | 4 | 4 | 100 | - | - | - |
| | III | 4 | 4 | 100 | 4 | 4 | 100 | - | - | - |
| 2007 - 09 | IV | 3 | 3 | 100 | 4 | 4 | 100 | - | - | - |
| | I | - | - | - | 6 | 3 | 50 | - | - | - |
| | II | - | - | - | 6 | 4 | 66 | - | - | - |
| | III | - | - | - | 6 | 2 | 33 | - | - | - |
| 2008 - 10 | IV | - | - | - | 6 | 3 | 50 | - | - | - |
| | I | - | - | - | 7 | 3 | 43 | - | - | - |
| | II | - | - | - | 7 | 4 | 57 | - | - | - |
| | III | - | - | - | 7 | 4 | 57 | - | - | - |
| 2009 - 11 | IV | - | - | - | 7 | 5 | 71 | - | - | - |
| | I | 2 | 1 | 50 | 4 | 4 | 100 | 7 | 7 | 100 |
| | II | 2 | 2 | 100 | 4 | 4 | 100 | 4 | 4 | 100 |
| | III | 2 | 2 | 100 | 4 | 4 | 100 | 4 | 4 | 100 |
| 2010 - 12 | IV | 2 | 2 | 100 | 4 | 4 | 100 | 4 | 4 | 100 |
| | I | 4 | 4 | 100 | 4 | 4 | 100 | 2 | - | - |
| | II | 3 | 3 | 100 | 4 | 4 | 100 | 4 | 4 | 100 |
| | III | 3 | 3 | 100 | 4 | 4 | 100 | 4 | 4 | 100 |
| | IV | 1 | 1 | 100 | 4 | 4 | 100 | 5 | 4 | 80 |

| Year | Sem | Students | | | Students | | | Students | | | Students | | |
|-----------|-----|-------------------|------|----|----------|------------|----|----------|------------|-----|----------|------------|---|
| | | Ap | Pass | % | Ap | Pa | % | Ap | Pa | % | Ap | Pa | % |
| | | B. Com Gen | | | | BBA | | | BCA | | | BES | |
| 2005 - 06 | I | 14 | 10 | 71 | 2 | 0 | 0 | 1 | 1 | 100 | - | - | - |
| | II | 14 | 13 | 93 | 2 | 1 | 50 | 1 | 1 | 100 | - | - | - |
| 2006 - 07 | I | I | 6 | 6 | 100 | 5 | 3 | 60 | 3 | 3 | 100 | 3 | 3 |
| | II | II | 6 | 6 | 100 | 5 | 5 | 100 | 3 | 3 | 100 | 3 | 3 |
| 2007 - 08 | I | I | 13 | 11 | 85 | 3 | 3 | 100 | 1 | 1 | 100 | 4 | 3 |
| | II | II | 13 | 11 | 85 | 3 | 3 | 100 | 1 | 1 | 100 | 4 | 1 |
| 2008- 09 | I | I | 4 | 4 | 100 | 4 | 3 | 75 | 3 | 3 | 100 | 1 | 1 |
| | II | II | 4 | 4 | 100 | 4 | 3 | 75 | 3 | 3 | 100 | 1 | 1 |
| 2009 - 10 | I | I | 7 | 7 | 100 | - | - | - | 2 | 2 | 100 | 3 | 3 |
| | II | II | 7 | 7 | 100 | - | - | - | 2 | 2 | 100 | 3 | 3 |
| 2010- 11 | I | III | 3 | 3 | 100 | 7 | 7 | 100 | 2 | 2 | 100 | 1 | 1 |
| | II | IV | 3 | 3 | 100 | 6 | 6 | 100 | 2 | 2 | 100 | 1 | 1 |

University Rank Holders

| S.No. | Year | Name of the student | Rank |
|-----------------|-----------|---------------------------------|------|
| Tamil | | | |
| 1. | 2005 - 08 | U. Malathi, B. Com | 8 |
| 2. | 2005 - 08 | N. Latchmi, II B. Com CS | 12 |
| 3. | 2005 - 08 | M.Karthic, II B.Com CS | 24 |
| 4. | 2005 - 08 | J. Swati, BCA | |
| 5. | 2006 - 09 | M. Ravishankarm I BBA | 5 |
| 6. | 2008- 11 | Percis Don Bosci, B.A Eng. Lit. | 10 |
| 7. | 2009 -12 | M. Gomathy, BCA | 5 |
| Sanskrit | | | |
| 1. | 2005 -08 | S. Saranya Subramanian, MB | 2 |
| 2. | 2007-10 | S. Sashidharan, CS | 1 |
| 3. | 2009-12 | Zolzaya, BCA | 1 |
| 4. | 2009-12 | Mahalakshmi Sekar, BCA | 1 |
| 5. | 2010-13 | Sri Krishna, BCS | 1 |
| Hindi | | | |
| 1. | 2007-10 | K.R. Shruthi, B.Com | |
| 2. | 2007-10 | Upasana Kashyap, B.Com | |
| 3. | 2008-11 | Puneeth Chauhan, BCA | 1 |
| 4. | 2008-11 | Padmavathy Mohan, BCA | 7 |
| 5. | 2010-13 | R.G. Kavya, BCS | 12 |
| French | | | |
| 1. | 2005 -08 | V. Divya, BCS | 5 |
| 2. | 2005 -08 | D.Aishwarya, BCS | 3 |
| 3. | 2006-09 | G. Saroja, B. Com | |

| S.No. | Year | Name of the student | Rank |
|-------|---------|----------------------|------|
| 4. | 2007-10 | A.Arun Keshav, B.Com | |
| 5. | 2008-11 | S.Pushpakala,BCA | 7 |
| 6. | 2008-11 | V. Keerthana, BCA | 9 |
| 7. | 2008-11 | Lakshmi Priya, BCS | 8 |
| 8. | 2008-11 | V. Aishwarya, BCS | 5 |
| 9. | 2010-13 | A.Nandini, BCS | 5 |

**Evaluative Report of
Department of English**

1. Name of the department : **English**
2. Year of Establishment : **2007**
3. Names of Programmes / Courses offered
(UG, PG, M.Phil., Ph.D., Integrated Masters; : **UG**
Integrated Ph.D., etc.)
4. Names of Interdisciplinary courses and the departments/units involved
Interdisciplinary subject offered to Department
General English. Soft Skills & All first and second years of
Spoken English B.Sc, B.Com, BCA, BCS
5. Annual/ semester/choice based credit system (programme wise)
: **CBCS**
6. Participation of the department in the courses offered by other departments :
 - HTML and Computing Skills offered by Computer Science Dept.
 - Computer skills for second years is handled by the department of Computer Science.
 - Languages (Tamil, Sanskrit and Hindi) are being handled by the respective language departments
 - Personality Development for second years is offered by Corporate Secretaryship Dept
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : Nil
8. Details of courses/programmes discontinued (if any) with reasons : Nil

9. Number of Teaching posts

| | <i>Sanctioned</i> | <i>Filled</i> |
|----------------------|-------------------|---------------|
| Professors | -- | -- |
| Associate Professors | -- | -- |
| Asst. Professors | 9 | 9 |

10. Faculty profile with name, qualification, designation, specialization, D.Sc./ D.Litt. /Ph.D. / M. Phil. etc.,)

| <i>Name</i> | <i>Qualification</i> | <i>Designation</i> | <i>Specialization</i> | <i>No. of years of exp.</i> | <i>No. of Ph.D's. guided</i> |
|--------------------------|--|---------------------|-----------------------|-----------------------------|------------------------------|
| V. Deepa | M.A. M.Phil | Head of the Dept. | English | 9 | Nil |
| Dhanya Praveen | M.A. M.Phil | Assistant Professor | English | 7 | Nil |
| Vidya Ramesh | M.A. M.Phil | Assistant Professor | English | 6 | Nil |
| S. Vidya | M.A. M.Phil | Assistant Professor | English | 4.5 | Nil |
| N. Nancy Poornima | M.A. M.Phil M.B.A B.E.D | Assistant Professor | English | 3 | Nil |
| L.Bhuvana | M.A. M.Phil TESOL | Assistant Professor | English | 4.5 | Nil |
| Agnes Praniba G.P | M.A. M.Phil B.Ed Cert. In Journ Dip. Acctg & Audit | Assistant Professor | English | 5 | Nil |
| Paul Israel | M.A. (Eng) M.A Theology Cert. In Journ. | Assistant Professor | English | 8 months | Nil |

11. List of senior visiting faculty : Nil
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : Nil
13. Student -Teacher Ratio (programme wise) : **3 : 1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : Nil
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
M. Phil : 6, PG : 9
16. Number of faculty with ongoing projects from
a) National b) International funding agencies and grants received :
: Nil
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc.
and total grants received : Nil
18. Research Centre /facility recognized by the University : Nil
19. Publications:
 - a) Publication per faculty
Details of publication per faculty are listed out in **Appendix 3.4.3 (a)**
 - Number of papers published in peer reviewed journals
(national / international) by faculty and students : Nil
 - Number of publications listed in International Database
(For Eg: Web of Science, Scopus, Humanities
International Complete, Dare Database - International
Social Sciences Directory, EBSCO host, etc.) : Nil
 - Monographs : Nil
 - Chapter in Books : 1
 - Books Edited : Nil

- Books with ISBN/ISSN numbers with details of publishers : Nil
- Citation Index : Nil
- SNIP : Nil
- SJR : Nil
- Impact factor : Nil
- h-index : Nil

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

- a) National committees : Nil
- b) International committees : Nil
- c) College Magazine Editorial Board.... V. Deepa

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme
EVS projects are brought out by the II yr students
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : Nil

23. Awards / Recognitions received by faculty and students

Recognition received by Students :

The following is the list of outstanding achievements of the students for the past two years (2012 & 2013)

University Ranks

| Year | Name of the student | Rank |
|-------------|----------------------------|--|
| 2011 | Persis Donbosco | 2 nd rank in Major 5 th rank in General English 10 th rank in Tamil |
| 2011 | Sapna Singh | 5 th rank in Major |

Other Achievements

2009-10

- **Gurumurthi M** of III B.A Eng Lit. received Ms P.V. Madhavi Award for Excellence for underprivileged.

2010 - 2011

- **Persis Donbosco** – of III B.A Eng. Lit received Best Outgoing student Award from management with a cash prize of Rs 1000/-
- **Keval Makwana** – I BA, topper in the Aptitude Test in multimedia conducted by Image Multimedia and were provided certificates and free cost of education in multimedia animation.
- **Persis Donbosco** - III B.A Eng. Lit published a paper on English Communication Skills for Employability in a book brought out by Patrician College in the year 2011.
- **Sapna Singh**, III BA - Two short stories were published in 'Seven Deadly Sins' A short story collection by IIT Delhi

24. List of eminent academicians and scientists / visitors to the department.

Many eminent academicians visit the department and give their valuable speeches and suggestions, details of which are listed out as follows :

- **Dr. C.T. Indra**, Head, Dept of English, University of Madras (Retd.)
 - **Mrs Eugeno Pinto**, Principal Patrician College
 - **Mrs Sampath Kumar**, Associate Editor, *Hindu Business Line*
 - **Dr Padma Ravindran**, ELT Consultant, Former Head
Dept. of English, Ethiraj College
 - **Mrs Ramya Khannan**, Senior Assistant Editor, The Hindu
 - **Mrs Sumathy Sivakumar**, Assistant Professor, Jain College,
Meenambakkam
 - **Suma Prassanth**, Vice President, Exploratory Initiatives, IIT, Madras
 - **Ms. Meera Srinivasan**, Reporter, *The Hindu*

25. Seminars/ Conferences/Workshops organized & the source

of funding a) National : Nil

b) International : Nil

26. Student profile programme/course wise:

| Name of the Course/programme B.A. Eng. Lit | Applications received | Selected | Enrolled | | Pass percentage |
|--|-----------------------|----------|----------|----|-----------------|
| | | | *M | *F | |
| 2007-08 | 2 | 2 | 2 | 0 | 100 |
| 2008-09 | 8 | 8 | 1 | 7 | 71 |
| 2009-10 | 25 | 25 | 10 | 14 | 61 |
| 2010-11 | 8 | 8 | 5 | 3 | 75 |
| 2011-12 | 7 | 7 | 4 | 3 | |
| 2012-13 | 7 | 7 | 2 | 5 | |
| 2013-14 | 6 | 6 | 2 | 4 | |

*M = Male *F = Female

27. Diversity of Students

| Name of the Course B.A. Eng. Lit | % of students from the same state | % of students from other States | % of students from abroad |
|-------------------------------------|-----------------------------------|---------------------------------|---------------------------|
| 2007-08 | 100 | -- | -- |
| 2008-09 | 50 | 38 | 12 |
| 2009-10 | 62 | 17 | 21 |
| 2010-11 | 63 | 25 | 12 |
| 2011-12 | 100 | -- | -- |
| 2012-13 | 100 | -- | -- |
| 2013-14 | 83 | 17 | -- |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? Nil

29. Student progression

| Student progression | Against % enrolled |
|---|--------------------|
| UG to PG | 30 |
| PG to M.Phil. | |
| PG to Ph.D. | |
| Ph.D. to Post-Doctoral | |
| <i>Employed</i> | |
| • Campus selection • Other than campus recruitment | 15 |
| Entrepreneurship/Self-employment | 4 |

30. Details of Infrastructural facilities
 - a) **Library** : Books are available in sufficient numbers in general library. Department library is stocked with 70 books
 - b) **Internet facilities for Students** : Students have been given smart cards which they can make use for browsing during specific hours during the college
 - c) **Class rooms with ICT facility** : Common Audio video hall is available with LCD projector
 - d) **Laboratories** : Not Applicable
31. Number of students receiving financial assistance from college, university, government or other agencies : Nil
32. Details on student enrichment programs (special lectures / workshops / seminar) with external experts
 - *Excalibre* the Association of English conducts various enrichment seminars, special lectures and workshops the details of which are listed out in **Appendix 5.3.1 (b)**
33. Teaching methods adopted to improve student learning
 - Role play has been introduced in all major classes for drama
34. Participation in Institutional Social Responsibility (ISR) and Extension activities
 - Students enroll themselves in various extension activities which are listed out in detail in **Appendix 3.6.1**
35. SWOC analysis of the department and Future plans

SWOC analysis

Strengths :

- Highly motivated, and qualified staff
- Staff have sound knowledge in Computer technology to fulfill the requirements of the department

- The department has Reader's Club to enable the subject knowledge and reading skills of the student
- The student and staff ratio is 3:1 , teachers give personal attention to students. This is very helpful to find out the strengths and weaknesses of the students and fulfill their requirements.
- Department staff has been given the responsibilities as YRC Coordinators, Cultural Coordinator and Director, International Relations.
- The department organizes field trip for the students to get exposure to the print media.

Weakness :

- There is no language lab.
- Students have no background knowledge of English

Opportunity :

- Students are given exposure to participate in various competitions to improve their LSRW skills.
- Students have exposure to Print media
- Weak students are given assistance and help after college hours

Challenge :

- Handling students of various backgrounds
- Covering syllabus within the stipulated hours
- Teaching communication to an uninterested group

Future Plans

- The department aims to increase the number of ranks at University level each year
- The general and professional competency of the students will be improved by imparting required training to them.
- The overall academic performance of the students will be improved by adapting cluster methods on trial basis.
- The students will be enlightened on the professional core careers like journalism, Advertising, Editing, proof-reading and other English centric lucrative areas.

Any Other :

University Rank Holders

| S.No. | Year | Name of the student & class | Rank |
|-------|-------------|-----------------------------|--|
| 1. | 2007-2008 | D. Aishwarya B.Com Corp | 3 rd in General. English |
| 2. | 2008-2009 | R. Lakshmi Biotechnology | 1 st rank in General English |
| 3 | 2008 - 2011 | Persis Donbosco English | 2 nd rank in Major 5 th rank in General. English 10 th rank in Tamil |
| 4. | 2008 - 2011 | Sapna Singh English | 5 th rank in Major |
| 5. | 2010 - 2013 | Priyanka B.Com Corporate | 3 rd rank in General English |
| 6. | 2010 - 2013 | Fathima Kauser BCS | 33 rd rank in General English |

Result Status - English Literature

| Batch | Attempted | | | Passed | | | Pass Percentage | | |
|-------------|-----------|----|----|--------|---|----|-----------------|----|-----|
| | B | G | T | B | G | T | B | G | T |
| 2007 - 2010 | 2 | 0 | 2 | 2 | 0 | 2 | 100 | 0 | 100 |
| 2008 - 2011 | 0 | 7 | 7 | 0 | 5 | 5 | 0 | 71 | 71 |
| 2009 - 2012 | 7 | 11 | 18 | 3 | 8 | 11 | 43 | 73 | 61 |
| 2010 - 2013 | 5 | 3 | 8 | 4 | 2 | 6 | 80 | 67 | 75 |

**Evaluative Report of
Department of Mathematics**

1. Name of the department : **Mathematics**
2. Year of Establishment : **1996**
3. Names of Programmes / Courses offered
(UG, PG, M.Phil., Ph.D., Integrated Masters; : **UG**
Integrated Ph.D., etc.)
4. Names of Interdisciplinary courses and the departments/units involved

| <i>Interdisciplinary subject offered</i> | <i>to Department</i> |
|--|------------------------|
| • Allied Mathematics I & II | I B.Sc (CS), BCA & BES |
| • Numerical Methods | II BES |
| • Numerical & Statistical Methods | II B.Sc (CS) |
| • Resource Management Techniques | III BCA |
| • Business Mathematics I & II | I. B.Com (Gen) |
| • Business Statistics & OR I & II | II B.Com (Gen) |
| • Business Statistics & OR | II BBA |
| • Biostatistics | II MB & BT |
| • Biostatistics | I & II M.Sc BT |
| • Research Methodologies | I & II M.Sc BT |
| • Quantitative Aptitude | II B.Sc (CS) & BCA |
5. Annual/ semester/choice based credit system (programme wise)
: **CBCS**
6. Participation of the department in the courses offered by other departments :
 - English, Soft Skills and spoken English is being handled by English department

- Languages (Tamil, Sanskrit and Hindi) are being handled by the respective language departments
 - The non major elective of the department is HTML which is being handled by the department of Computer Science.
 - Computer skills for second years is handled by the department of Computer Science.
 - Personality Development for second years is being handled by Corporate Secretaryship
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : Nil
8. Details of courses/programmes discontinued (if any) with reasons : Nil
9. Number of Teaching posts
- | | <i>Sanctioned</i> | <i>Filled</i> |
|----------------------|-------------------|---------------|
| Professors | -- | -- |
| Associate Professors | -- | -- |
| Asst. Professors | 9 | 9 |
10. Faculty profile with name, qualification, designation, specialization, D.Sc./ D.Litt. /Ph.D. / M. Phil. etc.,)
- | <i>Name</i> | <i>Qualification</i> | <i>Designation</i> | <i>Specialization</i> | <i>No. of years of exp.</i> | | <i>No. of Ph.D's guided</i> |
|-------------------------|---------------------------|------------------------|-----------------------|-----------------------------|-------------------|-----------------------------|
| | | | | <i>within college</i> | <i>Total Exp.</i> | |
| S. Ammani | M.Sc, M.Phil, Ph. D | Head of the Department | Mathematics | 17 | 24 | Nil |
| Anitha Vinodhraj | M.Sc, M.Phil, Ph. D | Assistant Professor | Mathematics | 16 | 18 | Nil |

| <i>Name</i> | <i>Qualification</i> | <i>Designation</i> | <i>Specialization</i> | <i>No. of years of exp.</i> | | <i>No. of Ph.D's guided</i> |
|--------------------------|--------------------------|---------------------|-----------------------|-----------------------------|------------------|-----------------------------|
| | | | | <i>within college</i> | <i>Total Exp</i> | |
| G.T. Shakila Devi | M.Sc, M.Phil, Ph.D | Assistant Professor | Mathematics | 13 | 13 | Nil |
| V. Sumathy | M.Sc, M.Phil, Ph.D | Assistant Professor | Statistics | 12 | 12 | Nil |
| G. Navamani | M.Sc, M.Phil, Ph.D | Assistant Professor | Mathematics | 8.5 | 8.5 | Nil |
| Savtha Mary | M.Sc M. Phil | Assistant Professor | Mathematics | 3 | 3 | Nil |
| N.R. Divya | M.Sc M.Phil | Assistant Professor | Mathematics | 1 | 3 | Nil |
| N. Sumathi | B.Ed. M.Sc M.Phil | Assistant Professor | Mathematics | 1.75 | 1.75 | Nil |
| Asha Rani | M.Sc | Assistant Professor | Mathematics | 1 | 3 | Nil |

11. List of senior visiting faculty : Nil
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : Nil
13. Student -Teacher Ratio (programme wise) : **40 : 9**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : Nil
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
Ph.D : 5; M. Phil : 8, PG : 1
16. Number of faculty with ongoing projects from
a) National b) International funding agencies and grants received :
: Nil

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc.
and total grants received

: Nil

18. Research Centre /facility recognized by the University

: Nil

19. Publications:

- Publication per faculty

Details of publication per faculty are listed out in ***Appendix 3.4.3 (a)***

- Number of papers published in peer reviewed journals
(national / international) by faculty and students

| | | |
|--------------------------|---|----------|
| S.Ammani | : | 3 |
| Anitha Vinodhraj | : | 1 |
| Usha Janaka | : | 1 |
| G. Navamani | : | 2 |
| Janani Rangarajan | : | 1 |

Details of publication in peer reviewed journals are listed out in

Appendix 3.4.3 (b)

- Number of publications listed in International Database
(For Eg: Web of Science, Scopus, Humanities
International Complete, Dare Database - International
Social Sciences Directory, EBSCO host, etc.)

: Nil

- Monographs : Nil
- Chapter in Books : Nil
- Books Edited : Nil
- Books with ISBN/ISSN numbers with details of publishers
G.T. Shakila Devi : **1**

Details of books published are listed out in ***Annexure 3.4.3 (c)***

- Citation Index : Nil
- SNIP : Nil
- SJR : Nil

- Impact factor : Nil
- H-index : Nil

20. Areas of consultancy and income generated :

Conducted Professional Training course for **TANCET**

Income generated : **Rs 54,000/-**

21. Faculty as members in

- a) National committees b) International committees
- c) Editorial Boards.... : Nil

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme

| Course | % |
|---------------------------|----------|
| B.Sc CS | : 34 |
| B.Com (Gen) | : 53 |
| B.Sc Mathematics (III) yr | : 93 |

The details of the projects are listed out in **Appendix 5.3.4**

- Students of II B.Sc Mathematics submitted a survey report on the statistical survey done by them on socio-economic status of the residents in Kattukoodalur, a village near Melmaravathur, Tamil Nadu
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : Nil

23. Awards / Recognitions received by faculty and students

Recognition received by Faculty :

S. Ammani :

- **Recognition Award** given by the Management in 2011 for having served the college since inception.

Anitha Vinodhraj :

- **Recognition Award:** given by the management for meritorious service in 2013

Recognition received by Students :

The following is the list of outstanding achievements of the students for the past two years (2012 & 2013)

R.T.Pavendan, I B.Sc

- Ist Prize in Writing competition conducted by *Ulaga Tamizh Araichi Niruvanam*
- Won first prize of Rs 10000 for 3 consecutive years in the district level Tamil Development Board in Poetry writing Competition conducted by *Tamil Valarchi Thurai*
- Represented the district in the state level seminar/workshop conducted by Tamil Development Board (*Ilam Thamizhar Ilakkiya Pattarai*) at Sri Rangam for a period of 10 days.

Abhijit Tagade, III B.Sc

- Won the fourth prize in Ramanujan-125th year Mathematics Talent Search competition conducted by University of Madras
- Selected to attend thematic summer camp on finite fields at Institute of Mathematical Sciences
- Selected to Advanced Instructional School (AIS) on the circle method at Institute of Mathematical Sciences
- Won second prize in English oratorical competition at Science City conducted by Government of Tamil Nadu.
- Was selected in the written examination of Tata Institute of Social Sciences (TISS) for M.A. Education.
- Was selected in the entrance exam conducted by Azim Premji Univ.
- Won Second prize of a Cash award of Rs 1000/- in English – Pictionary conducted by Hindusthan College of Arts & Science

B.Srividhya, II B.Sc

- Won first prize for Carnatic vocal at Inter-collegiate competitions held at Ethiraj college.
- Won first prize in the All India Level Carnatic vocal competition from Coimbatore Music Academy.
- Selected by the Audition Committee at All India Radio, for up gradation in Carnatic vocal.
- Won second prize from Music academy, Madras for Carnatic Vocal

R.Revathy, II B.Sc

- Selected in the University of Madras A-Zone kho-kho team.

B.Lokesh, II B.Sc

- Member of the kho-kho team which won the first prize at Alpha College tournament

24. List of eminent academicians and scientists / visitors to the department.

Many eminent academicians visit the department and give their valuable speeches and suggestions. The details of guest lectures are listed out in **Appendix 3.1.8**

25. Seminars/ Conferences/Workshops organized & the source of funding

| | | |
|------------------|---|-----|
| a) National | : | Nil |
| b) International | : | Nil |

26. Student profile programme/course wise:

| Name of the Course/programme B.Sc Mathematics | Applications received | Selected | Enrolled | | Pass percentage |
|--|-----------------------|----------|----------|----|-----------------|
| | | | *M | *F | |
| 2006-07 | 30 | 24 | 15 | 9 | 40 |
| 2007-08 | 30 | 23 | 6 | 17 | 83.3 |
| 2008-09 | 20 | 12 | 6 | 6 | 50 |
| 2009-10 | 20 | 10 | 1 | 9 | 57.5 |
| 2010-11 | 22 | 15 | 6 | 9 | 25 |
| 2011-12 | 25 | 17 | 4 | 13 | 40 |
| 2012-13 | 15 | 9 | 4 | 5 | 46 |
| 2013-14 | 15 | 9 | 3 | 6 | -- |

*M = Male *F = Female

27. Diversity of Students

| Name of the Course Mathematics and Year | % of students from the same state | % of students from other States | % of students from abroad |
|---|-----------------------------------|---------------------------------|---------------------------|
| 2011-12 | 90.7 | 9.3 | -- |
| 2012-13 | 100 | -- | -- |
| 2013-14 | 100 | -- | -- |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? Nil

29. Student progression

| Student progression | Against % enrolled |
|---|--------------------|
| UG to PG | 5 |
| PG to M. Phil. | |
| PG to Ph.D. | |
| Ph.D. to Post-Doctoral | |
| Employed | 50 % |
| • Campus selection • Other than campus recruitment | |
| Entrepreneurship/Self-employment | Nil |

30. Details of Infrastructural facilities

- a) **Library** : The department has an exclusive book bank apart from the books in the library
- b) **Internet facilities for Students** : Students have been given Internet cards which they can make use for browsing during specific hours during the college

- c) **Class rooms with ICT facility :** Common Audio video hall is available with LCD projector
- d) **Laboratories :** Not Applicable
31. Number of students receiving financial assistance from college, university, government or other agencies
- 10% students avail SC/ST scholarships instituted by the Govt. of Tamil Nadu
 - Old students of Mathematics Department contributed towards Alumni fund. The amount collected was used to pay the fees (partly) of L. Sornavalli of III B.Sc Mathematics
32. Details on student enrichment programs (special lectures / workshops / seminar) with external experts
- *Brainmat*, the Association of Mathematics conducts various enrichment seminars, special lectures and workshops the details of which are listed out in **Appendix 5.3.1 (b)**
33. Teaching methods adopted to improve student learning
- Paper presentations, seminars, discussions, projects, assignments, quiz, etc
34. Participation in Institutional Social Responsibility (ISR) and Extension activities
- Students actively participate in Tree Plantation activity along with Leo Club members.
 - Staff and Students participated in Traffic Awareness Programme, which was the theme of KPL Season I.
 - Staff conducted competitions at Chunampet School to create an awareness in students about the lighter side of Mathematics. All the students at the school were taught to solve **Su-do-ku**.
 - Students enroll themselves in various extension activities which are listed out in detail in **Appendix 3.6.1**

35. SWOC analysis of the department and Future plans

SWOC analysis

Strengths :

- Highly motivated, qualified, experienced and dedicated faculty
- Enough number of books in the college and department library
- The faculty prepares question bank with solved important and frequently asked problems for the sake of weak learners.

Weakness :

- Fear of Mathematics in the minds of students
- Widespread engineering colleges has adversely influenced the student intake process

Opportunity :

- To start relevant certificate courses and equip the students to face the job market
- To instill in their minds the importance of Mathematics in all competitive examinations.

Challenge :

- To inculcate in the minds of the students the need to rise and meet the challenges in life
- To motivate the students to actively participate
- Students do not have any solid plan in their minds with respect to the future.
- Lack of drive in the students to take up higher studies

Future Plans

- To upgrade the department to PG further to a Research department.
- To improve the intake of the students to the department.
- To motivate the staff to publish in peer journals.
- To organise seminars and workshops at National and International level.
- To organize career guidance program for the students of the department.

Any Other :

Result Status

| Batch | No. Appeared | | | No. Passed | | | Pass percentage | | |
|--------------|---------------------|----------|----------|-------------------|----------|----------|------------------------|----------|----------|
| | B | G | T | B | G | T | B | G | T |
| 2002 - 2005 | 5 | 7 | 12 | 2 | 7 | 9 | 40 | 100 | 70 |
| 2003 - 2006 | 2 | 7 | 9 | - | 4 | 4 | - | 57 | 44 |
| 2004 - 2007 | 4 | 6 | 10 | 1 | 3 | 4 | 25 | 50 | 40 |
| 2005 - 2008 | 3 | 3 | 6 | 2 | 3 | 5 | 67 | 100 | 83.3 |
| 2006 - 2009 | 13 | 7 | 21 | 9 | 2 | 11 | 70 | 28.5 | 50 |
| 2007 - 2010 | 10 | 4 | 14 | 6 | 2 | 8 | - | 20 | 57 |
| 2008 - 2011 | 5 | 4 | 9 | - | 1 | 1 | - | 25 | 25 |
| 2009 - 2012 | 1 | 9 | 10 | - | 4 | 4 | - | 40 | 40 |
| 2010 – 2013 | 5 | 8 | 13 | 2 | 4 | 6 | 40 | 50 | 46 |

Placement Record

Students attend the campus interviews organized by the placement cell of the college. Student after passing tests at various levels have been placed in reputed companies like HCL, DHEL, etc. Also companies seek the help of the Department to verify the credentials of our students before offering placements. In such cases the Department verifies the details and reports to the companies to enable the students to gain placements.

**Evaluative Report of
Department of Computer Science and Applications**

1. Name of the department : **Computer Science & Applications**
2. Year of Establishment : **B.Sc CS 1996**
BCA 2000
M.Sc IT 2003
3. Names of Programmes / Courses offered
(UG, PG, M.Phil., Ph.D., Integrated Masters; : **UG and PG**
Integrated Ph.D., etc.)
4. Names of Interdisciplinary courses and the departments/units involved
Interdisciplinary subject offered *to Department*
 - HTML I year All Science Depts.
 - A non major elective B.Sc (Maths, Elec. Micro, BT)
 - Computer Skills All second years
 - Management Information System II yr BBA
5. Annual/ semester/choice based credit system (programme wise)
: **CBCS**
6. Participation of the department in the courses offered by other departments
 - English, Soft skills and Spoken English is being handled by English department
 - Languages (Tamil, Sanskrit and Hindi), Basic Tamil are being handled by the respective language departments
 - Allied Mathematics is being handled by Mathematics department.
 - Success Strategies to students is being handled by Electronics department

- Basics of Ecology, a non Major elective is being handled by Biotechnology department
 - Personality Development for second years is being handled by Business Administration
 - Yoga for final years is being handled by Physical Education Department.
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **KSJP Softech**
a certificate course in Web Designing
8. Details of courses/programmes discontinued (if any) with reasons :
M.Sc IT (2009 – 10) was discontinued for a year due to lack of students
9. Number of Teaching posts
- | | <i>Sanctioned</i> | <i>Filled</i> |
|----------------------|---|---|
| Professors | -- | -- |
| Associate Professors | -- | -- |
| Asst. Professors | B.Sc 4 BCA 4 M.Sc IT 4 | B.Sc 4 BCA 4 M.Sc IT 4 |

10. Faculty profile with name, qualification, designation, specialization, D.Sc./ D.Litt. /Ph.D. / M. Phil. etc.,)

| <i>Name</i> | <i>Qualification</i> | <i>Designation</i> | <i>Specialization</i> | <i>No. of years of Experience</i> | <i>No. of Ph.D. Students guided for the last 4 years</i> |
|---------------------|----------------------|--------------------|------------------------------------|-----------------------------------|--|
| L.M. Shanthi | M.Sc M.Phil | Head of the Dept. | Data Structures & Mobile Computing | 14 | Nil |

| <i>Name</i> | <i>Qualification</i> | <i>Designation</i> | <i>Specialization</i> | <i>No. of years of Experience</i> | <i>No. of Ph.D. Students guided for the last 4 years</i> |
|------------------------------|---------------------------------------|---------------------|--|-----------------------------------|--|
| L.Mathukrithigha | M.Sc M.Phil <u>Ph.D</u> | Assistant Professor | Data Base Management System | 13 | Nil |
| K. Priya | M.Sc, M.Phil. | Assistant Professor | Data Communications & Networking | 11 | Nil |
| S. Kavitha | M.Sc, M.Phil PGDCA MCA | Assistant Professor | Software Testing | 10 | Nil |
| Srideivanai Nagarajan | M.Sc M.Phil <u>Ph.D</u> | Assistant Professor | Computer Networking Data mining Web Technology | 10 | Nil |
| P.Preethy | M.C.A M.Phil | Assistant Professor | Computer Architecture VB, Java | 9 | Nil |
| A.Sheela | M.C.A M.Phil | Assistant Professor | Web Technology C, C++ | 7 | Nil |
| S. Meena | M.Sc M.Phil | Assistant Professor | Microprocessor C, C++ | 7 | Nil |
| R. Sheela Kumari | M.Sc M.Phil B.Ed <u>Ph.D</u> | Assistant Professor | Database Mgmt. Systems, C, C++, Multimedia | 10.5 | Nil |

| <i>Name</i> | <i>Qualification</i> | <i>Designation</i> | <i>Specialization</i> | <i>No. of years of Experience</i> | <i>No. of Ph.D. Students guided for the last 4 years</i> |
|-----------------------|--|---------------------|---|-----------------------------------|--|
| P.Ramachandran | M.Sc MCA M.Phil B.Ed <u>Ph.D</u> | Assistant Professor | Database Mgmt. Systems C++, RDBMS | 4 | Nil |
| S.Muthukumari | MCA M.Phil | Assistant Professor | DBMS Programming, C++ | 2.7 | Nil |
| K.Artheeswari | MCA M.Phil | Assistant Professor | Software Testing Data Structures | 2.6 | Nil |

11. List of senior visiting faculty : Nil
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : Nil
13. Student -Teacher Ratio (programme wise)
- | | |
|----------------|----------------|
| B.Sc | 140:4 |
| BCA | 164 : 4 |
| M.Sc IT | 15 : 4 |
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : 3
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
M. Phil 12: , PG :12
16. Number of faculty with ongoing projects from
 a) National b) International funding agencies and grants received : Nil
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : Nil

18. Research Centre /facility recognized by the University : Nil
19. Publications:
- a) Publication per faculty
Details of publication per faculty are listed out in **Appendix 3.4.3 (a)**
 - Number of papers published in peer reviewed journals (national / international) by faculty and students : Nil
 - Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : Nil
 - Monographs : Nil
 - Chapter in Books : Nil
 - Books Edited : Nil
 - Books with ISBN/ISSN numbers with details of publishers : **5**
 - Citation Index : Nil
 - SNIP : Nil
 - SJR : Nil
 - Impact factor : Nil
 - h-index : Nil
20. Areas of consultancy and income generated : Nil
21. Faculty as members in
- a) National committees b) International committees
 - c) Editorial Boards.... : Nil

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme

: 100 %

- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : Nil

23. Awards / Recognitions received by faculty and students

Students :

University Ranks

| Year | Name of the student | Rank with subject |
|--|----------------------------|----------------------------------|
| Department of Computer Science | | |
| 2010 | S. Sashidharan | 1 st rank in French |
| 2011 | R. Radhika | 12 th rank in Major |
| Department of Computer Applications | | |
| 2010 | J Swati | 20 rank in Tamil |
| 2010 | V. Priya | 8 th rank in English |
| 2010 | G. Vidya | 13 th rank n English |
| 2010 | R. Aishwarya | 16 th rank in English |
| 2010 | A. Steffe Anne | 16 th rank in English |
| 2010 | Komala Pushparani | 16 th rank in English |
| 2011 | S. Pushkala | 7 ^h rank in French |
| 2011 | V. Karthika | 9 ^h rank in French |
| 2011 | Puneeth Chauhan | 1 st rank in Hindi |

| Year | Name of the student | Rank with subject |
|-------------|----------------------------|--|
| 2011 | Padmavathy Mohan | 7 th rank in Hindi |
| 2012 | M.Gomathy | 5 th rank in Tamil |
| 2012 | N.Janani | 5 th rank in Sanskrit |
| 2012 | Zolzaya | 1 st rank in French |
| 2012 | Mahalakshmi Sekar | 1 st rank in French 19 th rank in English |
| 2012 | R.Bhuvaneswari | 15 th rank in English |
| 2012 | R.Ananthalakshmi | 25 th rank in English |

Other Achievements

2007-08

- **V. Chandini**, II B.Sc CS selected for a folk dance in Makkal TV

2009-10

- **Yadav D, Arunkesav A** of III B.Com and **Prasanth C.N** of I CS were selected for Madras University A Zone Basket Ball Tournament and **Kaushik N** of II M.Sc IT selected for Madras A Zone University Handball Tournament.

2010-11

- **M.Manjula** – II BCA, one of the toppers, provided certificates and free cost of education in multimedia animation by Image Multimedia conducted Aptitude test in multimedia.
- **Divya.T.L Kannan.S Pavithra.K –III CS Pushkala.S** and **Vijayalakshmi.R** – III BCA were campus recruited by TCS.

2011-12

- **S.Karthick** of III B.Sc (CS) & **Gowrishankar** of II BCA are the toppers of Creative Talent Search by IMAGE INFOTAINMENT LTD,

Free Education was offered on Computer Graphics.

- **S.Hanisha** II CS selected in Audition by Raj TV in *TAMIL PESUM KADHANAYAGI*
 - **Subramnain** of III BCA won a I Prize at Debugging by T.S. Narayanaswami College of Arts % Science
 - **Venkatraman** and **Subramanian S** of III BCA won III Prize at Quiz by T.S. Narayanaswami College of Arts & Science

2012-13

- Campus requirement of **Suganya., Surya Prakash and Sangeetha.V, Prasad** of III CS by **Wipro**
 - Campus requirement by **Prasanth.C.N, Shobana Priya, Karthik Venkateshan** of III CS and **Victor Smile Raj, Balasubramanian** and **Ariff** of III BCA by **HCL B Serve**
 - Campus recruitment of **Adeeba Fathima** of III CS and **Anil Das** III BCA by **TCS**
 - **R. Archana** of BCA was selected for VJ in Captain TV, and she won the 1st place in *Neeya Naana* Vijay TV
 - **Sai Krishen** of III B.Sc (CS) won Best Director Award for the short film – Chettinad Talkies
 - **Adeeba Fathima** of III B.Sc (CS) was selected as Junior Assistant in Director of Technical Education through TNPSC Exam (Group 4)

24. List of eminent academicians and scientists / visitors to the department.

Many eminent academicians visited the department and gave their valuable speeches and suggestions.

The list of guest lectures is listed out in *Appendix 3.1.8*

26. Student profile programme/course wise:

| Name of the Course/programme B.Sc CS | Applications received | Selected | Enrolled | | Pass percentage |
|---|-----------------------|----------|----------|----|-----------------|
| | | | *M | *F | |
| 2007-08 | 90 | 50 | 26 | 24 | 65 |
| 2008-09 | 95 | 49 | 21 | 28 | 45 |
| 2009-10 | 108 | 47 | 24 | 23 | 50 |
| 2010-11 | 108 | 48 | 33 | 15 | 89 |
| 2011-12 | 120 | 49 | 31 | 18 | 76 |
| 2012-13 | 125 | 50 | 29 | 21 | 75 |

| Name of the Course/programme B.C.A | Applications received | Selected | Enrolled | | Pass percentage |
|---------------------------------------|-----------------------|----------|----------|----|-----------------|
| | | | *M | *F | |
| 2007-08 | 120 | 50 | 32 | 18 | 50 |
| 2008-09 | 126 | 50 | 25 | 25 | 72 |
| 2009-10 | 130 | 55 | 29 | 26 | 52 |
| 2010-11 | 130 | 54 | 26 | 28 | 79 |
| 2011-12 | 130 | 55 | 24 | 31 | 62 |
| 2012-13 | 137 | 55 | 31 | 24 | 67 |

| Name of the Course/programme M.Sc IT | Applications received | Selected | Enrolled | | Pass percentage |
|---|-----------------------|----------|----------|----|-----------------|
| | | | *M | *F | |
| 2007-08 | 18 | 15 | 8 | 7 | 80 |
| 2008-09 | 8 | 5 | 3 | 2 | 84 |
| 2009-10 | - | -- | - | - | |
| 2010-11 | 10 | 6 | 2 | 4 | |
| 2011-12 | 8 | 6 | 3 | 3 | 83 |
| 2012-13 | 10 | 9 | 5 | 4 | 50 |

*M = Male *F = Female

27. Diversity of Students

| Name of the Course B.Sc | % of students from the same state | % of students from other States | % of students from abroad |
|----------------------------|-----------------------------------|---------------------------------|---------------------------|
| 2007-08 | 98 | 2 | - |
| 2008-09 | 92 | 8 | |
| 2009-10 | 91 | - | 9 |
| 2010-11 | 94 | 2 | 4 |
| 2011-12 | 98 | | 2 |
| 2012-13 | 96 | 2 | 2 |

| Name of the Course BCA | % of students from the same state | % of students from other States | % of students from abroad |
|----------------------------------|-----------------------------------|---------------------------------|---------------------------|
| 2007-08 | 94 | 4 | 2 |
| 2008-09 | 94 | 6 | - |
| 2009-10 | 91 | 5 | 4 |
| 2010-11 | 96 | - | 4 |
| 2011-12 | 96 | 2 | 2 |
| 2012-13 | 100 | - | - |

| Name of the Course M.Sc IT | % of students from the same state | % of students from other States | % of students from abroad |
|--------------------------------------|-----------------------------------|---------------------------------|---------------------------|
| 2007-08 | 92 | 8 | - |
| 2008-09 | 75 | 25 | - |
| 2009-10 | - | - | - |
| 2010-11 | 67 | 33 | - |
| 2011-12 | 100 | - | - |
| 2012-13 | 89 | 11 | - |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? : **3**

29. Student progression

| Student progression | Against % enrolled |
|----------------------------------|---------------------------|
| UG to PG | 80 |
| PG to M.Phil. | 10 |
| PG to Ph.D. | 10 |
| Ph.D. to Post-Doctoral | Nil |
| <i>Employed</i> | |
| • Campus selection | 60 |
| • Other than campus recruitment | 30 |
| Entrepreneurship/Self-employment | 15 |

30. Details of Infrastructural facilities

- a) **Library** Both Central library and department library (50 books) are well equipped with books related to the subject along with magazines and journals.
- b) **Internet facilities for Students** : Students have been given internet cards which they can make use for browsing during specific hours after the college hours.
- c) **Class rooms with ICT facility** : Common Audio video hall is available with LCD facility
- d) **Laboratories** : 2 labs with excellent infra structure. One is in the ground floor and the other in the first floor. Computer lab is well equipped with all licensed software on an average of 90 computers. Individual computers are allotted to students and no overlapping problems are faced. Internet with Airtel broadband facility with a high speed of 4Mbps is provided. Students are allowed to access the net by using the internet cards after the college hours. List of equipment in the lab is detailed in the **Appendix 3.3.1**

31. Number of students receiving financial assistance from college, university, government or other agencies

| Course | SC/ST Govt. Scholarship | Others |
|---------------|--------------------------------|---------------|
| B.Sc CS | 22 | 5 |
| BCA | 3 | 2 |
| M.Sc IT | -- | -- |

32. Details on student enrichment programs (special lectures / workshops / seminar) with external experts

Icons, the Association of Computer Science and Applications conducts various enrichment seminars and workshops the details of which are listed out in ***Appendix 5.3.1 (b)***

33. Teaching methods adopted to improve student learning

Power point presentations, Seminars, Discussions. Model presentations projects, Assignments, Quiz, Simulation Techniques, Guest lectures, Aptitude tests, and oral tests are periodically conducted .

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

- Students enroll themselves in various extension activities which are listed out in detail in ***Appendix 3.6.1***

35. SWOC analysis of the department and Future plans

SWOC analysis

Strengths :

- Qualified staff members
- Good infrastructure facilities – Lab facility with well equipped systems, Internet access facility
- Student strength in UG
- Licensed software

- Rank holders
- Placement : students are placed in multinational companies, banking sector, media etc

Weakness :

- Student strength in post graduation

Opportunity :

- Organized seminars, workshops conferences project exhibitions, inter collegiate competitions including debugging, best out of waste, gaming, movie making, paper presentation etc.

Challenge :

- Student strength in post graduation
- Qualified staff in Ph.D level

Future Plans

- To conduct workshops and to bring in core placements.
- To conduct job fairs, certificate courses & faculty development programs

Any Other :

Faculty Publications in total

Papers presented :

| | | |
|-----------------------|---|----|
| L.M. Shanthi | : | 2 |
| L. Mathukrithgha | : | 17 |
| S. Kavitha | : | 4 |
| K. Priya | : | 1 |
| Srideivanai Nagarajan | : | 4 |
| P. Preethy | : | 8 |
| P Ramachandran | : | 5 |

Books :

Mathukrithgha : 5

Result Status

B.Sc. Computer Science

| Year | Strength | | | No. appeared | | | No. Passed | | | Percentage | | |
|---------|----------|----|----|--------------|----|----|------------|----|----|------------|-----|----|
| | B | G | T | B | G | T | B | G | T | B | G | T |
| 2005-06 | 8 | 15 | 23 | 8 | 15 | 23 | 5 | 10 | 16 | 63 | 67 | 70 |
| 2006-07 | 21 | 9 | 30 | 18 | 9 | 27 | 6 | 7 | 13 | 33 | 78 | 74 |
| 2007-08 | 20 | 28 | 48 | 19 | 28 | 47 | 10 | 21 | 31 | 53 | 75 | 66 |
| 2008-09 | 23 | 26 | 49 | 23 | 25 | 48 | 4 | 18 | 22 | 17 | 72 | 46 |
| 2009-10 | 22 | 24 | 46 | 21 | 24 | 45 | 8 | 15 | 23 | 38 | 62 | 51 |
| 2010-11 | 20 | 27 | 47 | 20 | 27 | 47 | 15 | 27 | 42 | 75 | 100 | 89 |
| 2011-12 | 22 | 22 | 44 | 20 | 22 | 42 | 17 | 21 | 38 | 85 | 95 | 91 |
| 2012-13 | 12 | 33 | 45 | 11 | 33 | 44 | 7 | 33 | 40 | 63 | 100 | 91 |

Bachelor of Computer Applications

| Year | Strength | | | No. appeared | | | No. Passed | | | Percentage | | |
|---------|----------|----|----|--------------|----|----|------------|----|----|------------|-----|----|
| | B | G | T | B | G | T | B | G | T | B | G | T |
| 2005-06 | 3 | 7 | 10 | 3 | 7 | 10 | 1 | 5 | 6 | 33 | 71 | 60 |
| 2006-07 | 16 | 8 | 24 | 14 | 8 | 22 | 8 | 4 | 12 | 57 | 50 | 55 |
| 2007-08 | 13 | 15 | 28 | 13 | 15 | 28 | 2 | 12 | 14 | 15 | 80 | 50 |
| 2008-09 | 22 | 26 | 48 | 21 | 26 | 47 | 16 | 18 | 34 | 76 | 69 | 72 |
| 2009-10 | 32 | 18 | 50 | 30 | 18 | 48 | 13 | 13 | 26 | 43 | 72 | 54 |
| 2010-11 | 24 | 25 | 49 | 23 | 25 | 48 | 14 | 24 | 38 | 61 | 96 | 79 |
| 2011-12 | 25 | 27 | 52 | 24 | 26 | 50 | 18 | 24 | 42 | 75 | 92 | 80 |
| 2012-13 | 26 | 27 | 53 | 25 | 26 | 51 | 15 | 26 | 41 | 60 | 100 | 80 |

M.Sc.IT

| Year | Strength | | | No. appeared | | | No. Passed | | | Percentage | | |
|---------|----------|---|----|--------------|---|----|------------|---|----|------------|-----|-----|
| | B | G | T | B | G | T | B | G | T | B | G | T |
| 2005-06 | - | 3 | 3 | - | 3 | 3 | - | 3 | 3 | 50 | 50 | 100 |
| 2006-07 | - | - | - | - | - | - | - | - | - | - | - | - |
| 2007-08 | 1 | 4 | 5 | 1 | 4 | 5 | 1 | 4 | 5 | 100 | 100 | 100 |
| 2008-09 | 7 | 6 | 13 | 7 | 6 | 13 | 7 | 6 | 13 | 100 | 100 | 100 |
| 2009-10 | 3 | 1 | 4 | 3 | 1 | 4 | 3 | 1 | 4 | 100 | 100 | 100 |
| 2010-11 | - | - | - | - | - | - | - | - | - | - | - | - |
| 2011-12 | 2 | 4 | 6 | 2 | 4 | 6 | 1 | 4 | 5 | 50 | 100 | 75 |
| 2012-13 | 3 | 3 | 6 | 3 | 3 | 6 | 1 | 2 | 3 | 33 | 66 | 50 |

Placement Record

- The department contributes a lot to student placements
- Students are well placed in various companies in both IT and non-IT sectors.

**Evaluative Report of
MICROBIOLOGY**

1. Name of the department : **Microbiology**
2. Year of Establishment : **1996**
3. Names of Programmes / Courses offered
(UG, PG, M.Phil., Ph.D., Integrated Masters; : **Under Graduate**
Integrated Ph.D., etc.)
4. Names of Interdisciplinary courses and the departments/units involved

| <i>Interdisciplinary subject offered</i> | <i>to Department</i> |
|--|----------------------|
| • Allied Microbiology up to 2011 | Biotechnology |
| • Vermicomposting | |
| Certificate Course | Biotechnology |
| • Basics of Nutrition | |
| Non Major Elective | Commerce |
5. Annual/ semester/choice based credit system (programme wise)
: **CBCS**
6. Participation of the department in the courses offered by other departments
 - English, Soft skills and Spoken English is being handled by English department
 - Languages (Tamil, Sanskrit and Hindi) are being handled by the respective language departments
 - The non major elective for I B.Sc is HTML and Computer Skills for II B.Sc is being handled by the department of Computer Science.
 - Biostatistics for II B.Sc is being handled by department of Mathematics.

- Personality Development for III B.Sc is being handled by department of Corporate Secretaryship.
 - Yoga for third year is being handled by the department of Physical Education.
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **Nil**
9. Number of Teaching posts

| | <i>Sanctioned</i> | <i>Filled</i> |
|----------------------|-------------------|---------------|
| Professors | -- | -- |
| Associate Professors | -- | -- |
| Asst. Professors | 5 | 4 |

10. Faculty profile with name, qualification, designation, specialization, D.Sc./ D.Litt. /Ph.D. / M. Phil. etc.,)

| <i>Name</i> | <i>Qualification</i> | <i>Designation</i> | <i>Specialization</i> | <i>No. of years of Experience</i> | <i>No. of Ph.D. Students guided for the last 4 years</i> |
|--------------------------|--|--------------------|-----------------------|-----------------------------------|--|
| C.K. Babini | M.Sc M.Phil PG Dip. In Nutrition & Dietetics | Asst. Professor | Micro biology | 16 | Nil |
| B. Nagamani | M.Sc M.Phil | Asst. Professor | Micro biology | 14 | Nil |
| Leena Merlin Biju | M.Sc M.Phil | Asst. Professor | Micro biology | 8 | Nil |

| <i>Name</i> | <i>Qualification</i> | <i>Designation</i> | <i>Specialization</i> | <i>No. of years of Experience</i> | <i>No. of Ph.D. Students guided for the last 4 years</i> |
|-----------------------------------|----------------------|--------------------|-----------------------|-----------------------------------|--|
| Dr Sanghamitra Chakraborty | M.Sc Ph.D | Asst. Professor | Bio chemistry | 2 | Nil |
| R. Srinivasan | | Lab Assistant | | 1 | -- |

11. List of senior visiting faculty : Nil
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : Nil
13. Student -Teacher Ratio (programme wise) : **24 : 4**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **1**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
Ph.D :1 ; M.Phil : 3 ; PG : 4;
16. Number of faculty with ongoing projects from
a) National b) International funding agencies and grants received : Nil
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : Nil
18. Research Centre /facility recognized by the University : Nil
19. Publications:
 - a) Publication per faculty
Details of publication per faculty are listed out in *Appendix 3.4.3 (a)*
 - Number of papers published in peer reviewed journals (national / international) by faculty and students

Details of publication in peer reviewed journals are listed out in
Appendix 3.4.3 (b)

- Number of publications listed in International Database
(For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

Leena Merlin Biju : 1

Details of publication are listed out in **Annexure 3.4.3 (b)**

- Monographs : 2
 - C.K.Babini : 1**
 - B.Nagamani : 1**
- Chapter in Books : Nil
- Books Edited : Nil
- Books with ISBN/ISSN numbers with details of publishers : Nil
- Citation Index : Nil
- SNIP : Nil
- SJR : Nil
- Impact factor : Nil
- h-index : Nil

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

- a) National committees b) International committees
- c) Editorial Boards....

: Nil

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme

- *EVS projects* : II year students undertake in-house projects as a part of course curriculum. Around 30 projects have been listed from 2006 – 2012. 100%

- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

:: Nil

23. Awards / Recognitions received by faculty and students

Faculty :

C.K. Babini

- ***Recognition Award:*** given by the management for meritorious service in 2013.

Students :

Academic Achievements : University Ranks

| Year | Name of the student | Rank / Subject |
|-------------|----------------------------|--------------------------------|
| 2008 | Saranya Subramanian | 2 nd rank in French |
| 2009 | Swetha V.N | 7 th rank in Major |
| 2012 | K. Anbarasi | 9 th rank in Major |

Other Achievements

- **R. Sudarshan and S. Aravindakshan** retained Mohammed Mohideen Rolling Shield from New College in Science Quiz for two consecutive years (2006 -08) and later the same shield was

won by G. Kaushik and G. Venkateswaran (2008-09)

- The department brings out a magazine *Aakrithi* every year. Student representative from the final year act as editor who compiles the magazine with the help of assistant editor form the II year. The magazine comprises of recent innovations which helps the advanced learners to present papers and develop interest in research.

24. List of eminent academicians and scientists / visitors to the department.

Many eminent academicians visited the department and gave their valuable speeches and suggestions.

The list of guest lecturers is listed out in *Appendix 3.1.8*

| Name of the Course/programme Microbiology | Applications received | Selected | Enrolled | | Pass percentage |
|---|-----------------------|----------|----------|----|-----------------|
| | | | *M | *F | |
| 2007-08 | 12 | 12 | 4 | 8 | 90 |
| 2008-09 | 4 | 3 | 1 | 2 | 100 |
| 2009-10 | 8 | 7 | 2 | 5 | 71.5 |
| 2010-11 | 15 | 11 | 5 | 6 | 64 |
| 2011-12 | 6 | 5 | 3 | 2 | - |
| 2012-13 | 10 | 8 | 3 | 5 | - |
| 2013-14 | 10 | 9 | 2 | 7 | - |

*M = Male *F = Female

27. Diversity of Students

| Name of the Course Microbiology and Year | % of students from the same state | % of students from other States | % of students from abroad |
|---|-----------------------------------|---------------------------------|---------------------------|
| 2012-13 | 90 | 10 | - |
| 2011-12 | 100 | - | - |
| 2010-11 | 100 | - | - |
| 2009-10 | 100 | - | - |
| 2008-09 | 100 | - | - |
| 2007-08 | 95 | 5 | - |
| 2006-07 | 98 | 2 | - |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? **NET : 2**

29. Student progression

| Student progression | Against % enrolled |
|----------------------------------|--------------------|
| UG to PG | 75 |
| PG to M.Phil. | 50 |
| PG to Ph.D. | 50 |
| Ph.D. to Post-Doctoral | -- |
| <i>Employed</i> | |
| • Campus selection | 5 |
| • Other than campus recruitment | 25 |
| Entrepreneurship/Self-employment | - |

30. Details of Infrastructural facilities

- a) **Library** : Department Library is well maintained with the complimentary copies from the publishers and personal copies of the staff. Students borrow the books on rotation.

- b) **Internet facilities for Students** : Special cards are given to students with time slots. Students can go accordingly to the Internet Lab
Internet facilities for Staff: : Five to six terminals are allotted exclusively to the staff for browsing. Staff can go over to the Computer lab in their free hours.
- c) **Class rooms with ICT facility** :
- A common Audio visual room with a LCD projector is available with a capacity of 130.
 - Overhead projector is also used by the faculty to conduct classes with pictorial and graphical representations which helps the student to grasp the lectures well.
 - The department is also provided with a computer with a printer which helps the staff to prepare the question papers, educational CD's and E books.
- d) **Laboratories** :Lab is well equipped, provided with good amenities and maintained with the help of a lab assistant and an attender for cleaning. The lab is provided with all the requirements to suit the syllabus. A staff is in charge of the lab on rotation basis.
List of equipment in the lab is detailed in the *Appendix 3.3.1*

31. Number of students receiving financial assistance from college, university, government or other agencies
 - SC Students receive scholarships from the government : 4
32. Details on student enrichment programs (special lectures / workshops / seminar) with external experts

Prakrthi, the student Association of the department of Microbiology organizes various workshops, seminars, conferences etc under the guidance of the staff. All these activities enhance the overall capability and organizing skills of the students. Various competitions are also held during these occasions and prizes are given away.

The management allots funds for all these activities which are carried out throughout the academic year. All the association activities are listed out in the *Appendix 5.3.1 (b)*.

33. Teaching methods adopted to improve student learning

- Chalk and board : Common method which will help the student to be familiar with the subject
- Seminars : Helps them to increase their confidence and fluency in the subject
- Paper presentations : Paper presentations: by Power point helps them in their PG and Research
- Assignments : Topics beyond the syllabus which will increase their reference skills
- Industrial visits : Students are taken around for Industrial visits which help them to have knowledge on the application of the subject in the commercial market and job opportunities.
- Mini projects : Projects are allotted to capable students to create interest in them towards research.
- Debates : Topics are given to the students for debate and discussions in which students' thinking and talking skills are increased.
- Quiz : Subject quiz is also organized among three years as intra departmental competitions to break the monotony.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

- As a part of Institutional Responsibility the department conducted counseling and interaction for women students. *Dr Ruchi Modi Kakkad*, a member of Women's Wellbeing Initiative answered all interesting queries of the girls.
- Students participate actively in Tree Plantation activity with Leo Club
- Students and staff participated in Traffic Awareness Programme which was the theme of KPL Season I

- All the students are members of Nature Club, an extension unit which carries out community development projects like Beach cleaning, Visit to orphanages, Tree planting, etc.
- Mallikrjun and Jithin of (2010-13) batch participated in a NSS Camp in the village
- Students enroll themselves in various extension activities which are listed out in detail in ***Appendix 3.6.1***

35. SWOC analysis of the department and Future plans

SWOC analysis

Strengths :

- Highly motivated, qualified, experienced and dedicated faculty
- Teachers try to bring out the innate talents of the students, improve their attitudes, counsel them wherever necessary and mold them to a holistic individual.
- Best lab facilities with which individual students have hands on training.
- Well placed Alumni in prestigious Institutes who regularly keep in touch with the department and counsel the present students.
- Good Academic University Ranks
- Teachers actively participate in various faculty development programs and update their knowledge with the current scenario. and publish papers in National and International Conferences.
- Senior staff members set question papers for various autonomous colleges in the state and also serve as members for Board of Studies. They are also deputed by the University to act as Chief Superintendent for the conduct of theory and practical examinations.

Weakness :

- The department has very few Ph. D holders.
- The subject demands many costly reagents which have limited shelf life.
- Tamil medium students find it difficult to take up the course and the vocabulary of the subject.

- Students reluctantly join the course as the last straw due to mushrooming of engineering colleges and immediate job opportunities in arts stream

Opportunities

- Industry, research institutes and laboratory visits are arranged to expose the students to the current scenario especially in the field of medical and pharmaceuticals.
- Students are encouraged and motivated to participate in various competitions in national state and inter collegiate levels to have an edge over others as they pass out of their degree.
- Weak students are given extra attention after college hours.

Challenges

- Regression in Students Admission
- Vast number of new courses with narrow disciplines introduced
- Increased and immediate job opportunities in the Arts and Engineering stream have decreased the scope of Science and Research which normally takes longer period of time.

Future Plans

- The department is planning to start a diploma course in Medical Lab Technologies which is an add-on course very useful to the students to obtain job opportunities in hospitals.
- The department is planning to increase the student strength by conducting exhibitions to school student to create an awareness and interest in science stream.

Any Other :

- The department brings out annually a magazine called *Aakrithi* which portrays all the current interesting aspects of the subject. A student editor collects all the articles from all the three years and compiles the same. Two magazines are prepared one for the department and the other is kept in the library. The management funds for the same.
- The department also brings out a *Profile* for each academic year from 1999 till date, which compiles academic records students profile, ranks achieved, events conducted, alumni meetings, proficiency prizes, etc. A hard copy of all activities is prepared which can be readily referred.

Success Rate of students : University Exam Results – Passed out

| <i>Batch</i> | <i>No. Appeared</i> | | | <i>No. Passed</i> | | | <i>Pass percentage</i> | | |
|---------------------|----------------------------|-----------------|-----------------|--------------------------|-----------------|-----------------|-------------------------------|-----------------|-----------------|
| | <i>Year</i> | <i>B</i> | <i>G</i> | <i>T</i> | <i>B</i> | <i>G</i> | <i>T</i> | <i>B</i> | <i>G</i> |
| 2005 -06 | 8 | 37 | 45 | 5 | 27 | 32 | 63 | 73 | 71 |
| 2006 -07 | 4 | 43 | 47 | 2 | 41 | 43 | 50 | 96 | 92 |
| 2007 -08 | 4 | 22 | 26 | 3 | 17 | 20 | 75 | 73 | 77 |
| 2008 -09 | - | 12 | 12 | - | 10 | 10 | - | 84 | 84 |
| 2009 -10 | 1 | 5 | 6 | - | 4 | 4 | - | 66 | 66 |
| 2010 -11 | 1 | 2 | 3 | 1 | 2 | 3 | 100 | 100 | 100 |
| 2011 -12 | 2 | 5 | 7 | 0 | 5 | 5 | 0 | 100 | 72 |
| 2012 -13 | 5 | 6 | 11 | 4 | 3 | 7 | 80 | 50 | 65 |

Placement Record :

Students are well placed in various scientific organizations and universities.

Teachers give reference letters to these companies which help them in their placements and admission in foreign universities for higher studies. The cream of the students placed is as follows:

1. T. Suganya 2004 – 07 Pursuing research in Immunology
at Nagoya Univ.of Japan
2. Kaushik Subramanian 2005 - 08 Pursuing research in IBMS, Chennai
3. G. Venkateswaran 2005 – 08 Pursuing MS at Florida University US
4. Shivasubramanian R 2005 – 08 Pursuing research in
Chettinad Research Centre, Chennai
5. Subbhalakshmi 2005-08 Key position in Apollo Hospitals
6. S. Subbalakshmi 2005 – 08 Working in Shankara Nethralaya
7. Saranya Subrmanian 2005 – 08 As singer in Jaya TV
8. V.N. Swetha 2006 – 09 Institute of Genomics and integrative
Biology, New Delhi
9. V.Shyama 2006-09 Top position in Shankar Nethralaya

**Evaluative Report of
Department of Electronics & Communication Science**

1. Name of the department : **Electronics & Communication Science**
2. Year of Establishment : **1996**
3. Names of Programmes / Courses offered
(UG, PG, M.Phil., Ph.D., Integrated Masters; : **UG**
Integrated Ph.D., etc.)
4. Names of Interdisciplinary courses and the departments/units involved

| <i>Interdisciplinary subject offered</i> | <i>to Department</i> |
|--|----------------------|
| Success Strategies for students | BCA |
| (A non-major elective) | |
5. Annual/ semester/choice based credit system (programme wise)
: **CBCS**
6. Participation of the department in the courses offered by other departments
 - English, Soft skills and spoken English is being handled by English department
 - Languages (Tamil, Sanskrit and Hindi) are being handled by the respective language departments
 - Allied Mathematics and Numerical Mathematics is being handled by Mathematics department.
 - HTML a non major elective course of the department is being handled by the department of Computer Science.
 - Computer skills for second years is handled by the department of Computer Science.
 - Personality Development for second years is being handled by Corporate Secretaryship
7. Courses in collaboration with other universities, industries, foreign

institutions, etc.

Projects via Blue Chip Technologies

8. Details of courses/programmes discontinued (if any) with reasons
: **Nil**

9. Number of Teaching posts

| | <i>Sanctioned</i> | <i>Filled</i> |
|----------------------|-------------------|---------------|
| Professors | -- | -- |
| Associate Professors | -- | -- |
| Asst. Professors | 6 | 6 |

10. Faculty profile with name, qualification, designation, specialization, D.Sc./ D.Litt. /Ph.D. / M. Phil. etc.,)

| <i>Name</i> | <i>Qualification</i> | <i>Designation</i> | <i>Specialization</i> | <i>No. of years of Experience</i> | <i>No. of Ph.D. Students guided for the last 4 yrs</i> |
|-------------------------------|---------------------------|------------------------------------|--|-----------------------------------|--|
| R. Selvi | B.E., M.B.A. | Vice-Principal & Head of the Dept. | Electronics & Communication Engineering | 19 yrs | Nil |
| R. Gopinath | M.Sc., M.Phil., | Assistant Professor | Industrial Electronics | 9 yrs | Nil |
| K. Sudhakar | M.Sc., M.E | Assistant Professor | Electronics Applied Elect. | 8 yrs | Nil |
| P. Shoba | M.Sc., M.E M.Phil., | Assistant Professor | Industrial Electronics Applied Elect. | 7 yrs | Nil |
| Rathai Thirunavukarasu | B.E | Assistant Professor | Electronics and Communications | 5 yrs | Nil |
| V. Vanathi | M.Sc., M.Phil | Assistant Professor | Electronics | 5 yrs | Nil |
| R. Thangam | | Lab Asst. | | | Nil |

11. List of senior visiting faculty : **Mr. R. Ranganathan**
(2000 – 2008)
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : Nil
13. Student -Teacher Ratio (programme wise) : **33: 6**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **1**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
M. Phil : 3, PG : 6
16. Number of faculty with ongoing projects from
a) National b) International funding agencies and grants received : Nil
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : Nil
18. Research Centre /facility recognized by the University : Nil
19. Publications:
 - a) Publication per faculty
Details of publication per faculty are listed out in **Annexure 3.4.3 (a)**
 - Number of papers published in peer reviewed journals (national / international) by faculty and students : Nil
 - Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : Nil
 - Monographs : Nil
 - Chapter in Books : Nil
 - Books Edited : Nil
 - Books with ISBN/ISSN numbers with details of publishers : Nil

- Citation Index : Nil
- SNIP : Nil
- SJR : Nil
- Impact factor : Nil
- h-index : Nil

20. Areas of consultancy and income generated : Nil
21. Faculty as members in
a) National committees b) International committees
c) Editorial Boards.... : Nil
22. Student projects
a) Percentage of students who have done in-house projects including inter departmental/programme : 100 %
b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : Nil
23. Awards / Recognitions received by faculty and students

Faculty :

R. Selvi :

- ***Recognition Award*** given by the Management in 2011 for having served the college since inception.
- ***My Guru Award*** : given by Rotract Club for two decades of service in the field of Teaching in 2013.

Students :

University Ranks

| Year | Name of the student | Rank / subject |
|-------------|----------------------------|--------------------------------|
| 2008 | B. Shubhamangala | 5 th rank in Major |
| 2011 | R.M. Thenmozhi | 6 th rank in Major |
| 2011 | V. Mythili | 10 th rank in Major |
| 2012 | M. Ugapriya | 12 th rank In Major |
| 2012 | K. Nisha | 16 th rank in Major |

Other Achievements

R.M. Thenmozhi and M. Charanya – I B.Sc

- Won II Prize for Technical Quiz at Mar Gregorius

S. Varun – I B.Sc.

- Won first prize at Chennai Science Festival State-Level Oratorical Competition Topic-Energy for the Future (Science City).
- Won first prize at PAPARAZZI (Video Reporting) at Anna University
- Won third prize at State Level Oratorical Competition. on Topic: Is Advertising Information (or) Manipulation at Mohd Sathak College
- Won first prize at Youth Red Cross Oratorical Competition on Social Networking Sites
- Won second prize a cash award of Rs 3000/- at Debate on *Should College education be knowledge based or job based* conducted by New College, Alumni Trust.
- Won a second prize of a cash award of Rs 1000/- at English – Pictionary conducted by Hindusthan College of Arts & Science
- Won second prize for Paper Presentation on Renewable Energy Sources by Inter Collegiate fest organized by JBAS College of Arts & Science

S. Varun & D. Narenkumar II B.Sc

- Won Second Prize at RESONANCE 2K13 A Paper Presentation on Green Electronics organized by Alpha Arts & Science College

24. List of eminent academicians and scientists / visitors to the department.

Many eminent academicians visited the department and gave their valuable speeches and suggestions.

The list of guest lectures is listed out in *Appendix 3.1.8*

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) National : Nil
 b) International : Nil

26. Student profile programme/course wise:

| Name of the Course/programme B.Sc Electronics & Comm. Science | Applications received | Selected | Enrolled | | Pass percentage |
|--|-----------------------|----------|----------|----|-----------------|
| | | | *M | *F | |
| 2009-10 | 21 | 21 | 15 | 6 | 81 |
| 2010-11 | 16 | 16 | 12 | 4 | 92 |
| 2011-12 | 11 | 11 | 9 | 2 | |
| 2012-13 | 10 | 10 | 8 | 2 | |
| 2013-14 | 11 | 11 | 8 | 3 | |

*M = Male *F = Female

27. Diversity of Students

| Name of the Course B.Sc Electronics & Comm. Science | % of students from the same state | % of students from other States | % of students from abroad |
|---|-----------------------------------|---------------------------------|---------------------------|
| 2009-10 | 90.47 | 4.76 | 4.76 |
| 2010-11 | 93.75 | 6.25 | Nil |
| 2011-12 | 100 | Nil | Nil |
| 2012-13 | 100 | Nil | Nil |
| 2013-14 | 100 | Nil | Nil |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29. Student progression

| Student progression | Against % enrolled |
|----------------------------------|--------------------|
| UG to PG | 37.77 |
| PG to M.Phil. | Nil |
| PG to Ph.D. | Nil |
| Ph.D. to Post-Doctoral | Nil |
| <i>Employed</i> | |
| • Campus selection | 7 |
| • Other than campus recruitment | 42 |
| Entrepreneurship/Self-employment | Nil |

30. Details of Infrastructural facilities
 - a) **Library** Both Central library and department library are available for the students
 - b) **Internet facilities for Students :** Students have been given smart cards which they can make use for browsing during specific hours during the college.
 - c) **Class rooms with ICT facility :** Common Audio video hall is available with LCDfacility
 - d) **Laboratories :** 2 Laboratories are provided
1 - Physics & 1 – Electronics

List of equipment in the lab is detailed in the *Appendix 3.3.1*

31. Number of students receiving financial assistance from college, university, government or other agencies
3 students Sc/ST scholarship from Government
32. Details on student enrichment programs (special lectures / workshops / seminar) with external experts
Electrosoc, the Association of Electronics and Communication Science conducts various enrichment seminars and workshops the details of which are listed out in *Appendix 5.3.1 (b)*
33. Teaching methods adopted to improve student learning
Power point presentations, Seminars, Discussions. Model presentations projects, assignments, quiz, simulation Techniques etc
34. Participation in Institutional Social Responsibility (ISR) and Extension activities
 - Career guidance programs are organized to bring awareness about electronics among school students.
 - Projects related to Environmental studies are done by the II year students
 - Students enroll themselves in various extension activities which are listed out in detail in *Appendix 3.6.1*

35. SWOC analysis of the department and Future plans

SWOC analysis

Strengths :

- The department produces 100 % results.
- Highly motivated and dedicated faculty
- Around 438 books are available in the library including both reference and text books.
- Department Laboratory is equipped with excellent infrastructure comprising of all necessary devices, equipments, components, computers etc.
- The department also organizes inter collegiate workshop on Microcontrollers to keep abreast with the techniques in the industry.

Weakness :

- Widespread engineering colleges has adversely influenced the admission process

Opportunity :

- Can plan for workshops for school students
- Internet facilities and web access is available at computer lab

Challenge :

- To bring up the admission level
- To motivate students to participate in various level competitions

Future Plans

- To introduce skill oriented certificate courses.
- To give an intro about simulation software's.
- To have tie ups with the industries.
- To develop linkages with organization for training and development of projects.
- To conduct workshops.
- To bring in core placements.

Any Other : Result Status

The success rate is around 90% and drop out rate is almost **NIL**.

| Batch | No. Appeared | | | No. Passed | | | Pass percentage | | |
|--------------|---------------------|----------|----------|-------------------|----------|----------|------------------------|----------|----------|
| | B | G | T | B | G | T | B | G | T |
| 2002 - 2005 | 3 | -- | 3 | 2 | -- | 2 | 66.7 | -- | 66.7 |
| 2003 - 2006 | 6 | 6 | 12 | 6 | 4 | 10 | 100 | 66.7 | 83.3 |
| 2004 - 2007 | 5 | 3 | 8 | 3 | 3 | 6 | 60 | 100 | 75 |
| 2005 - 2008 | 6 | 3 | 9 | 4 | 2 | 6 | 66.7 | 66.7 | 66.7 |
| 2006 - 2009 | 20 | 8 | 28 | 15 | 8 | 23 | 75 | 100 | 82.1 |
| 2007 - 2010 | 14 | 12 | 26 | 10 | 12 | 22 | 71.4 | 100 | 84.6 |
| 2008 - 2011 | 5 | 8 | 13 | 4 | 8 | 12 | 66.6 | 100 | 92 |
| 2009 - 2012 | 14 | 6 | 20 | 13 | 6 | 19 | 93 | 100 | 95 |
| 2010 – 2013 | 12 | 4 | 16 | 3 | 3 | 6 | 25 | 75 | 37.5 |

Placement Record

2006 – 2009

- D. Gopinath - Network Administrator (HTMT)
- V. Mukesh Prabhu - Programmer, Aris Global
- J. Navaneetha Krishnan - Officer – HDFC Home Loans
- L. Prasanna Kumar - Network Engineer.

2007 – 2010

- P. Dinesh Kumar - Brakes India Pvt. Ltd.,
- E. Nambiraja - Technical Support ELOKA Pvt. Ltd.,
- M. Velu - Technical Support ELOKA Pvt. Ltd.,
- D. Vettrivel - Technical Support ELOKA Pvt. Ltd.,
- R. Divya Rani - Service Co-ordinator, SONY
- V. Sriram - Technical Support ASS Corporation.

2008 – 2011

- R.M. Thenmozhi _ Marketing Executive
Olympia Infra Tech Pvt. Ltd

2009 – 2012

- M. Jagan, Expert Analyst, HCL
- S. Kalaiarasan – 3B2, TNQ
- K.Kathir, XML Operator, TNQ
- R. Manikandan, XML Operator, TNQ
- Sathyia Prabhu, Quality Controller, SPS Pvt Ltd.
- H. Vinodh Kumar, BPO, Accenture

Evaluative Report of Biotechnology

1. Name of the department : **Biotechnology**

2. Year of Establishment : **PG : 2002; UG : 2005**

3. Names of Programmes / Courses offered
(UG, PG, M.Phil., Ph.D., Integrated Masters; : **UG and PG**
Integrated Ph.D., etc.)

4. Names of Interdisciplinary courses and the departments/units involved

 - *Interdisciplinary subject offered* *to Department*
Basics of Ecology Computer Science

5. Annual/ semester/choice based credit system (programme wise) : **CBCS**

6. Participation of the department in the courses offered by other departments

 - English and Languages are handled respectively by English and languages departments respectively
 - Second year Students participate in Vermicomposting, a certificate course offered by Microbiology
 - Allied Microbiology was handled by the department of Microbiology from 2002 to 2011.
 - The non major elective for I B.Sc is HTML which is being handled by the department of Computer Science.
 - Biostatistics for II B.Sc is being handled by department of Mathematics.

7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**

8. Details of courses/programmes discontinued (if any) with reasons
: Nil

9. Number of Teaching posts

| | <i>Sanctioned</i> | <i>Filled</i> |
|----------------------|-------------------|---------------|
| Professors | -- | -- |
| Associate Professors | -- | -- |
| Asst. Professors | | |
| UG | 4 | 4 |
| PG | 3 | 3 |

10. Faculty profile with name, qualification, designation, specialization, D.Sc./ D.Litt. /Ph.D. / M. Phil. etc.,)

The Faculty

| <i>Name of the staff</i> | <i>Qualification</i> | <i>Designation</i> | <i>Specialization</i> | <i>No. of years of Exp.</i> | <i>No. of Ph.D. Students guided for the last 4 years</i> |
|------------------------------|----------------------|---------------------------------|-------------------------------------|-----------------------------|--|
| Dr. R.S.Ramya | Head of the Dept. | Ph.D., DMLT PGDBI | Bio chemistry | UG - 12 PG- - 7 | Nil |
| Bharathi Ravikrishnan | Assistant Professor | M.Sc., M.Phil., | Bio technology | UG – 12 PG - 12 | Nil |
| S.Regá | Assistant Professor | M.Sc., M.Phil | Micro biology Bio technology | UG - 12 PG- - 8 | Nil |
| N.Mallikeswaran | Assistant Professor | M.Sc., M.Phil M. Tech | Bio chemistry Bio technology | UG - 7 PG- - 2 | Nil |

| <i>Name of the staff</i> | <i>Qualification</i> | <i>Designation</i> | <i>Specialization</i> | <i>No. of years of Exp.</i> | <i>No. of Ph.D. Students guided for the last 4 years</i> |
|---------------------------|----------------------|---------------------|-----------------------|-----------------------------|--|
| Arokiabath Sheebha | Assistant Professor | M.Sc., M.Phil | Bio technology | UG – 4 | Nil |
| M. Shantha | Assistant Professor | M.Sc., M.Phil PGDBI | Bio chemistry | UG - 3 | Nil |

11. List of senior visiting faculty : Nil
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : Nil
13. Student -Teacher Ratio (programme wise) **UG 25 : 4
PG 1:3**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **1**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. **Ph.D :1 ; M.Phil : 6; PG : 7; M. Tech : 1**
16. Number of faculty with ongoing projects from
a) National b) International funding agencies and grants received : Nil
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : Nil
18. Research Centre /facility recognized by the University : Nil
19. Publications:
 - a) Publication per faculty
Details of publication per faculty are listed out in **Appendix 3.4.3 (a)**

- Number of papers published in peer reviewed journals (national / international) by faculty and students

S. Rega : 3
N. Mallikeswaran: 1

Details of publication are listed out in **Appendix 3.4.3 (b)**

- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) Nil
- Monographs : Nil
- Chapter in Books : Nil
- Books Edited : Nil
- Books with ISBN/ISSN numbers with details of publishers

Dr. R.S. Ramya : 1

Details of books published are listed out in **Annexure 3.4.3 (c)**

- Citation Index : Nil
- SNIP : Nil
- SJR : Nil
- Impact factor : Nil
- h-index : Nil

20. Areas of consultancy and income generated

Lab outsourcing: Rs : 5150/-

21. Faculty as members in

- a) National committees
- b) International committees
- c) Editorial Boards.... : Nil

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme

- All M.Sc students do projects as a part of their curriculum the details of which are listed out in ***Appendix 5.3.4*** 100%
 - B.Sc II Year students undertake projects in EVS as a part of their course curriculum 100%
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : Nil
23. Awards / Recognitions received by faculty and students

Faculty :

Dr. R.S. Ramya :

Recognition Award from the management on completing of her Ph. D.

Students : Academic Achievements

| Year | Name of the student | Rank |
|-------------|----------------------------|---|
| B.Sc | | |
| 2008 | V. Annapoorni | 8 th rank in Major |
| 2008 | R. Lakshmi | 1 st rank in English 8 th rank n Major |
| 2008 | Rachana Vasisth | 8 th rank in Major |
| 2012 | Mrudhuula M | 2 nd rank in Major |
| 2012 | Ramya M | 6 th rank in Major |
| M.Sc | | |
| 2007 | Janani Prahlad | 2 nd rank in Major |
| 2007 | C.R. Priyadarshini | 13 th rank in Major |
| 2008 | N. Srilakshmi | 25 th rank in Major |
| 2009 | K. Akshaya | 19 th rank in Major |
| 2013 | G. Divya | 9 th rank in Major |

Other Achievements - 2007-08

All India Inter-collegiate Competition by Indian Liberal Group, Chennai

- **Deepshika V.J**, II BT won a Consolation Prize at On-line Essay Writing Competition

- **Abhinand P.A**, III BT won I Prize with a cash Award of Rs. 5000/- National Biotechnology Search Examination by Biotech helpline
 - **Mohana Priya**, II M.Sc BT ranked 14th, received a Bronze Medal and an USB cum PM drive
 - **Mohanraj**, II M.Sc BT ranked 25th received a cordless headphone with mike and FM
 - **Saranya Subramanian**, I M.Sc BT won a Second Prize in *Ennodu Paatu Paadungul* by Mr. S.P. Balasubrahmanyam in Vijay TV
 - **S. Pavithra**, II BT won first Prize at Indian Traditional Dance *Avai Kalal Kazhagam*
 - **G. Saroja, B. Porkodi** and **Sijithra BT** won a cash prize at National Level Paper presentation at GSS Jain College

2009-2010

- **B.M. Brindha** and **Sraranya Subramanian** of II M.Sc received Best Young Scientist Award from Nobel Laureate Dr Venkatanarayanan.
 - **Mridhula M** of I Biotech was the runner-up in the Madras University A Zone Table Tennis Tournament.
 - **Manzuulas Sailo** was selected for University A Zone Table Tennis Tournament.

24. List of eminent academicians and scientists / visitors to the department.

Many eminent academicians visited the department and gave their valuable speeches and suggestions.

The list of guest lecture is listed out in *Appendix 3.1.8*

b) International : Nil

26. Student profile programme/course wise:

| Name of the Course/programme Biotechnology | Applications received | Selected | Enrolled | | Pass percentage |
|---|-----------------------|----------|----------|----|-----------------|
| | | | *M | *F | |
| Undergraduate | | | | | |
| 2010-11 | 15 | 6 | 3 | 3 | 66 |
| 2011-12 | 30 | 18 | 3 | 15 | 94 |
| 2012-13 | 35 | 12 | 5 | 7 | 66 |
| Post graduate | | | | | |
| 2010-11 | 9 | 9 | 3 | 6 | 66 |
| 2011-12 | 1 | 1 | | 1 | 100 |
| 2012-13 | 1 | 1 | 1 | - | 0 |

*M = Male *F = Female

27. Diversity of Students

| Course Biotechnology & Year | % of students from | | | |
|-----------------------------------|--------------------|-----|---------------|----------------|
| | the same state | | from other | from abroad |
| 2010-11 | UG | 84 | 16 | - |
| | PG | 78 | -- | 22 |
| 2011-12 | UG | 89 | 10.5 | -- |
| | PG | 100 | -- | |
| 2012-13 | UG | 92 | 8 | -- |
| | PG | 100 | -- | |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? : Nil
29. Student progression

| Student progression | Against % enrolled |
|--|---------------------------|
| UG to PG | 27 |
| PG to M.Phil. | 1 |
| PG to Ph.D. | -- |
| Ph.D. to Post-Doctoral | -- |
| Employed • Campus selection • Other than campus recruitment | |
| Entrepreneurship/Self-employment | -- |

30. Details of Infrastructural facilities
- Library** ∵ Department library is present
 - Internet facilities for Students** : Available in the Computer Lab
 - Class rooms with ICT facility** : Common Audi visual room
 - Laboratories** : 5 labs
List of equipments in the lab is detailed in the **Annexure 3.3.1**
31. Number of students receiving financial assistance from college, university, government or other agencies :
- 2 students (SC/ST) from Government
- 1 M.Sc student getting financial assistance from management
32. Details on student enrichment programs (special lectures / workshops / seminar) with external experts
- The department organizes enrichment activities through its association **Genetricks**.
- All the association activities are listed out in the **Appendix 5.3.1 (b)**.

33. Teaching methods adopted to improve student learning
Blackboard Teaching, OHP\PPT\Poster aids, Internet references, Assignments & references, Guest lectures, Practical demonstrations, Group discussions, virtual lectures, Industrial visits, Lab visits, case studies, in-house mini projects, career orientation by experts, support for publication of journals, individual mentorship etc
34. Participation in Institutional Social Responsibility (ISR) and Extension activities
 - Demonstrated scientific experiment for the underprivileged school children at Yelagiri (April 2012) and Chunampet, Pondicherry (April 2013)
 - Staff of Biotechnology has contributed through Nature Club extension activities.
 - Other Participation of ISR and Extension services is detailed in the **Appendix 3.6.1**
35. SWOC analysis of the department and Future plans

SWOC analysis

Strengths

- Good department library and e-book facility
- Good infrastructure of the lab

Weakness

- Student Strength

Oppurtunity

- Job opportunity provided through the placement and career guidance cell

Challenge

- Academy industry tie ups
- Collaboration with labs for projects
- Meeting current scenario through research
- Increasing student strength

Future Plans

- Planning to convert the department to research centre
- Planning to submit projects to various research bodies to get funds

Any Other :

Important Alumni of students

| Name | Batch | Status |
|---------------------|--------------|------------------------------------|
| Abhinand | 2005 - 08 | pursuin Ph. D in Ramachandra Univ. |
| Yunus | 2005 - 08 | Working in Accenture |
| Swetha | 2005 - 08 | Research Associate in IIT |
| Annapoorni | 2005 - 08 | Ophthalmologist |
| D.P. Aishwariya | 2008- 10 | M.Sc Virology in King's Institute |
| Ramya Krishnan | 2006 - 08 | Melbourne |
| Rohan Prasad | 2006 – 08 | Ph.D in IIT-M |
| Ranjani Subramanian | 2007 - 09 | Project in CMB |
| K.J. Viswanathan | 2007 - 09 | Santa Biotech, Hyderabad |
| S Suresh Kumar | 2008 – 10 | Working in Tanzania (Africa) |
| B.M. Brindha | 2008 – 10 | Research Analyst in ThomsonS |
| K. Sindhu | 2008 – 10 | Ph.D in MRC |
| R. Deepak | 2009 – 11 | Working in Schiegulls |

Success Rate of students

University Examination Results – Passed out - UG

| Batch | No. App. | | | No. Passed | | | Pass % | | |
|--------------|-----------------|----------|----------|-------------------|----------|----------|---------------|----------|----------|
| | Year | B | G | T | B | G | T | B | G |
| 2007 -08 | 10 | 23 | 33 | 10 | 23 | 33 | 100 | 100 | 100 |
| 2008 -09 | 6 | 29 | 35 | 5 | 26 | 31 | 83 | 89 | 88 |
| 2009 -10 | 2 | 4 | 6 | - | 3 | 3 | - | 75 | 50 |
| 2010-11 | 3 | 3 | 6 | 2 | 2 | 4 | 66.6 | 66.6 | 66.6 |
| 2011-12 | 3 | 15 | 18 | 2 | 15 | 17 | 66.6 | 100 | 94.4 |
| 2012-13 | 4 | 7 | 11 | 1 | 7 | 8 | 25 | 100 | 72.7 |

University Examination Results – Passed out - PG

| Batch | No. App. | | | No. Passed | | | Pass % | | |
|--------------|-----------------|----------|----------|-------------------|----------|----------|---------------|----------|----------|
| | Year | B | G | T | B | G | T | B | G |
| 2005 -06 | 1 | 8 | 9 | - | 3 | 3 | - | 33 | 33 |
| 2006 -07 | 4 | 18 | 22 | - | 9 | 9 | - | 36 | 36 |
| 2007 -08 | 4 | 22 | 26 | 2 | 9 | 11 | 50 | 40 | 42 |
| 2008 -09 | 8 | 18 | 26 | 6 | 15 | 21 | 75 | 83 | 80 |
| 2009 -10 | 3 | 21 | 24 | 2 | 19 | 21 | 66 | 90 | 87 |
| 2010 -11 | 3 | 6 | 9 | 1 | 4 | 5 | 33.4 | 66.6 | 55.6 |
| 2011 -12 | - | 1 | 1 | - | 1 | 1 | - | 100 | 100 |
| 2012 -13 | 0 | 1 | 1 | - | 1 | - | - | 0 | 0 |

**Evaluative Report of
Department of Commerce**

1. Name of the department : **Commerce**
2. Year of Establishment : **1996**
3. Names of Programmes / Courses offered
(UG, PG, M.Phil., Ph.D., Integrated Masters; : **UG**
Integrated Ph.D., etc.)
4. Names of Interdisciplinary courses and the departments/units involved

| <i>Interdisciplinary subject offered</i> | <i>to Department</i> |
|--|----------------------|
| Financial Accounting | BCA |
| Cost & Management Accounting | BCA |
| Non major Elective (ISO) | BCA |
| Had been conducting EDP up to 2013 | |
5. Annual/ semester/choice based credit system (programme wise)
: **CBCS**
6. Participation of the department in the courses offered by other departments
 - English, Soft skills and spoken English is being handled by English department
 - Languages (Tamil, Sanskrit and Hindi) are being handled by the respective language departments
 - Business Mathematics and Operation Research is being handled by Mathematics department.
 - Basics of Nutrition a non major elective course of the department is being handled by the department of Microbiology.
 - Computer skills for second years are handled by the department of Computer Science.
 - Personality Development for second years is being handled by Corporate Secretaryship

7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **Nil**
9. Number of Teaching posts

| | <i>Sanctioned</i> | <i>Filled</i> |
|----------------------|-------------------|---------------|
| Professors | | |
| Associate Professors | | |
| Asst. Professors | 6 | 6 |

10. Faculty profile with name, qualification, designation, specialization, D.Sc./ D.Litt. /Ph.D. / M. Phil. etc.,)

| <i>Name</i> | <i>Qualification</i> | <i>Designation</i> | <i>Specialization</i> | <i>No. of years of Experience</i> | <i>No. of Ph.D. Students guided for the last 4</i> |
|--------------------------|---------------------------------------|------------------------|-----------------------|-----------------------------------|--|
| R. Vijaya lakshmi | M.Com M.Phil NET <u>Ph.D</u> | Head of the Department | Commerce | 18 | Nil |
| D.Christy David | M.Com, M.Phil M.Ed | Assistant Professor | Commerce | 16 | Nil |
| Dr.M. Alagammai | M.Com, M.Phil NET Ph.D | Assistant Professor | Commerce | 12 | 2 |
| P.Swathi | M.Com, M.Phil | Assistant Professor | Commerce | 1.5 | Nil |
| S. Vidhya | M.Com, M.Phil | Assistant Professor | Commerce | 0.5 | Nil |

11. List of senior visiting faculty : **Nil**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : Nil
13. Student -Teacher Ratio (programme wise) : **5 : 210**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
Ph.D : 1; M. Phil : 5, PG : 5
16. Number of faculty with ongoing projects from
a) National b) International funding agencies and grants received : Nil
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : Nil
18. Research Centre /facility recognized by the University : Nil
19. Publications:
 - a) Publication per faculty
Details of publication per faculty are listed out in **Appendix 3.4.3 (a)**
 - Number of papers published in peer reviewed journals (national / international) by faculty and students : Nil
 - Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) :
Dr. M. Alagammai : 1
Details of publications are listed out in **Appendix 3.4.3 (b)**
 - Monographs : Nil
 - Chapter in Books : Nil
 - Books Edited : Nil
 - Books with ISBN/ISSN numbers with details of publishers : 1
Details of books published are listed out in **Appendix 3.4.3 (c)**

- Citation Index : Nil
 - SNIP : Nil
 - SJR : Nil
 - Impact factor : Nil
 - h-index : Nil
20. Areas of consultancy and income generated : Nil
21. Faculty as members in
 - a) National committees
 - b) International committees
 - c) Editorial Boards.... : Nil
22. Student projects
 - a) Percentage of students who have done in-house projects including inter departmental/programme : 100%
 - b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : Nil
23. Awards / Recognitions received by faculty and students
Faculty :
- R. Vijayalakshmi**
- ***My Guru Award*** : given by Rotaract Club for two decades of service in the field of Teaching in 2013.
 - ***Recognition Award***: given by the management for meritorious service in 2013
- Dr M. Alagammai**
- Special Recognition by the management for completion of Ph.D.

Students : University Ranks

| Year | Name of the student | Rank / subject |
|------|---------------------|-------------------------------|
| 2008 | G. Geetha | 1 st rank in Major |
| 2009 | G. Saroja | rank in French |
| 2010 | A.Aruna Keshav | rank in French |
| 2010 | K.R.Srithi | rank in Hindi |
| 2010 | Upasna Kashyap | rank in Hindi |
| 2013 | M. Padmavathi | 9 th rank in Major |

Other Achievements

2007-08

- **Geetha G**, II B.Com III Prize, Cash Award of Rs 1000.-at Know your Economy Test by SRAEF
- **Vineet K.H**, II B.Com II Prize at All India University Level Mridangam Competition
- **R. Sushmitha, K. Vinod Kumar & Vaidyanathan**, I B.Com. **Abhinav**, II B. Com & **Krishna Kumar** III B. Com were selected for a folk dance in Makkal TV
- **Dharathi Nirmala, Sushmita, Solai Annamalai,Suryakanth, Oppilivasan**, I. B.Com – Cash Prize at Cultural Programme at All India Radio

2008-09

- **T. Kalaimagan** I B.Com I Prize for Competition on Bharathiyar song at Ethiraj college
- **Anjali Raju**, and **P. Malini**, III B.Com and **B. Umamaheswari**, II B.Com won a cash prize at Indian Traditional Dance *Avai Kalal Kazhagam*

2011-2012

- **T. Kalaimagan** II B.Com I Prize for Competition on Bharathiyar song at Ethiraj College

24. List of eminent academicians and scientists / visitors to the department.

Many eminent academicians visited the department and gave their valuable speeches and suggestions. The list of guest lectures are listed out in *Appendix 3.1.8*

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) National : Nil
 b) International : Nil

26. Student profile programme/course wise:

| Name of the Course/programme B. Com | Applications received | Selected | Enrolled | | Pass percentage |
|--|-----------------------|----------|----------|----|-----------------|
| | | | *M | *F | |
| 2008-09 | 120 | 51 | 23 | 28 | 82 |
| 2009-10 | 150 | 69 | 31 | 38 | 93 |
| 2010-11 | 100 | 58 | 23 | 35 | 92 |
| 2011-12 | 120 | 70 | 24 | 66 | 90 |
| 2012-13 | 150 | 70 | 42 | 27 | 96.2 |
| 2013-2014 | 150 | 70 | 32 | 38 | -- |

*M = Male *F = Female

27. Diversity of Students

| Name of the Course B. Com and Year | % of students from the same state | % of students from other States | % of students from abroad |
|--|-----------------------------------|---------------------------------|---------------------------|
| 2011-12 | 100 | -- | -- |
| 2012-13 | 98.6 | 1.46 | -- |
| 2013-14 | 98.7 | 1.43 | -- |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29. Student progression

| Student progression | Against % enrolled |
|----------------------------------|---------------------------|
| UG to PG | 30 |
| PG to M.Phil. | Nil |
| PG to Ph.D. | Nil |
| Ph.D. to Post-Doctoral | Nil |
| <i>Employed</i> | |
| • Campus selection | 60 |
| • Other than campus recruitment | 10 |
| Entrepreneurship/Self-employment | Nil |

30. Details of Infrastructural facilities

- a) **Library** Both Central library and department library are available for the students
- b) **Internet facilities for Students** : Students have been given Internet cards which they can make use for browsing during specific hours during the college.
- c) **Class rooms with ICT facility** : Common Audio video hall is available with LCD facility
- d) **Laboratories** : Not Applicable

31. Number of students receiving financial assistance from college, university, government or other agencies

- 3 students SC/ST scholarship from Government

- 2 students get financial assistance from Department of Commerce from the proceeds of Inter collegiate Bazaar
32. Details on student enrichment programs (special lectures / workshops / seminar) with external experts
Focus, the Association of Commerce conducts various enrichment seminars and workshops the details of which are listed out in ***Appendix 5.3.1 (b)***
33. Teaching methods adopted to improve student learning
Power point presentations, Seminars, Discussions. Model presentations projects, assignments, quiz, simulation Techniques etc
34. Participation in Institutional Social Responsibility (ISR) and Extension activities
 - Students enroll themselves in various extension activities which are listed out in detail in ***Appendix 3.6.1***
35. SWOC analysis of the department and Future plans

SWOC analysis

Strengths :

- Dedicated faculty who takes extra efforts to produce good results
- Among other ranks, University Gold Medal was secured in the year 2008.
- The faculty not only concentrates in academics but also churns out a disciplined lot of students from the department.
- Students are encouraged to organize and also participate in extracurricular activities
- Entrepreneurship development Program was conducted every year to motivate the students to become job providers rather than job seekers.

Weakness :

- Student teacher ratio is 1:42 which poses a problem in overall performance of the department

Opportunity :

- Popularity of the course and the department opens up varied opportunities.
- For the allotted seventy seats more number of applications are received. The demand is more than the supply.
- The conduct of Inter collegiate Bazaar opens up the opportunity of self employment.

Challenge :

- Though the medium of instruction is English, some students come from Tamil medium. As a result of this the pass percentage in English has come down which affects the overall percentage of the department.

Future Plans of the Department

- The department is working hard to produce an overall pass percentage of 100%.
- It plans to set up a library on its own.
- New and innovative methods of teaching and learning will be introduced in near future.
- It plans to have collaboration with the industry, to know the need of the industry, so that the students are able to meet the requirements when they graduate.

Placement Record

Around 30% of the students are placed in top 10 companies like Cybernet, Slash Support, TCS, Ajuba Health Care, Wipro Infosearch, Sutherland Global Services, HCL, Dell etc.

Any Other :

Result Status

The success rate is around 90% and drop out rate is almost **NIL**.

| Batch | No. Appeared | | | No. Passed | | | Pass percentage | | |
|--------------|---------------------|----------|----------|-------------------|----------|----------|------------------------|----------|----------|
| | B | G | T | B | G | T | B | G | T |
| 2002 - 05 | 20 | 23 | 43 | 9 | 19 | 28 | 45 | 82.6 | 65 |
| 2003 -06 | 23 | 23 | 46 | 19 | 20 | 39 | 82.6 | 86.9 | 84.7 |
| 2004 - 07 | 23 | 23 | 46 | 21 | 19 | 40 | 91.3 | 82.6 | 86.9 |
| 2005 - 08 | 25 | 21 | 46 | 19 | 18 | 37 | 76 | 86 | 80.4 |
| 2006 - 09 | 20 | 30 | 50 | 17 | 24 | 41 | 85 | 80 | 82 |
| 2007 - 10 | 14 | 31 | 45 | 14 | 28 | 42 | 100 | 90 | 93 |
| 2008 - 11 | 24 | 26 | 50 | 23 | 23 | 46 | 96 | 88 | 92 |
| 2009 - 12 | 32 | 29 | 61 | 27 | 28 | 55 | 84 | 96.5 | 90 |
| 2010 - 13 | 18 | 36 | 54 | 18 | 34 | 52 | 100 | 94.4 | 96.2 |

**Evaluative Report of
Department of Corporate Secretaryship**

1. Name of the department : **Corporate Secretaryship**
2. Year of Establishment : **2001**
3. Names of Programmes / Courses offered
(UG, PG, M.Phil., Ph.D., Integrated Masters; : **UG**
Integrated Ph.D., etc.)
4. Names of Interdisciplinary courses and the departments/units involved

| <i>Interdisciplinary subject offered</i> | <i>to Department</i> |
|---|----------------------|
| • Introduction to Financial Markets | Comp. Applications |
| • Basics of Corporate Secretary Standards | Computer Science |
| • Success Strategies | Electronic Sciences |
| • Personality Development | All third years |
5. Annual/ semester/choice based credit system (programme wise)
: **CBCS**
6. Participation of the department in the courses offered by other departments
 - English, Soft skills and Spoken English is being handled by English department
 - Languages (Tamil, Sanskrit and Hindi) are being handled by the respective language departments
 - Self help Group is handled by the department of Business Administration
 - Yoga for final years is being handled by Physical Education Department.
 - Non major electives of the department is conducted by

7. Courses in collaboration with other universities, industries, foreign institutions, etc. : Nil
8. Details of courses/programmes discontinued (if any) with reasons : Nil
9. Number of Teaching posts

| | <i>Sanctioned</i> | <i>Filled</i> |
|----------------------|-------------------|---------------|
| Professors | | |
| Associate Professors | | |
| Asst. Professors | 4 | 4 |

10. Faculty profile with name, qualification, designation, specialization, D.Sc./ D.Litt. /Ph.D. / M. Phil. etc.,)

| <i>Name</i> | <i>Qualification</i> | <i>Designation</i> | <i>Specialization</i> | <i>No. of years of Experience</i> | | <i>No. of Ph.D's. guided</i> |
|-------------------|---------------------------------|------------------------|---|-----------------------------------|------------------------|------------------------------|
| | | | | <i>within college</i> | <i>outside college</i> | |
| B. Hema | M.Sc, M.Phil, <u>Ph.D</u> | Head of the Department | Costing Management Accounting IT | 10 | | Nil |
| A.Ramamani | M.A CS M. Phil | Assistant Professor | Ind. Law Comp. Law BC | 10 | | Nil |
| S. Geetha | M.Com, M. Phil M.B.A | Assistant Professor | Fin. A.C Corp. A/c | 3 | | Nil |
| B.Sandhya | M.Com, M. Phil | Assistant Professor | HRM Bus. Mgmt. Fin A/c | 1 | | Nil |

11. List of senior visiting faculty : Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : Nil
13. Student -Teacher Ratio (programme wise) : **205 : 4**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : Nil
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
M. Phil : 4
16. Number of faculty with ongoing projects from
a) National b) International funding agencies and grants received : Nil
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : Nil
18. Research Centre /facility recognized by the University : Nil
19. Publications:
 - a) Publication per faculty
Details of publication per faculty are listed out in **Appendix 3.4.3 (a)**
 - Number of papers published in peer reviewed journals (national / international) by faculty and students : Nil
 - Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : **2**
 - **B. Hema** : Published a paper on 'A study of Women Entrepreneurship '*Informal Marketing in Chennai*' for e journal AIJEMR , EBESCO Indexed
 - **B. Hema** : Published a paper on *Artipreneurship*, A case study with reference to Sivakalayam for AIJEMR, Annamalai University, EBESCO Indexed
 - Monographs : Nil

- Chapter in Books : **1**
➤ **B. Hema** Institutional Support and Financial Facility in Entrepreneur Manual - A University of Madras Publication
 - Books Edited : **2**
➤ **B. Hema** 1. Empowerment of Women through Entrepreneurship
2. Women Entrepreneurship – A multidimensional approach
 - Books with ISBN/ISSN numbers with details of publishers : **2**
 - Citation Index : Nil
 - SNIP : Nil
 - SJR : Nil
 - Impact factor : Nil
 - h-index : Nil
20. Areas of consultancy and income generated : Nil
21. Faculty as members in
- a) National committees : Nil
 - b) International committees : Nil
 - c) Editorial Boards.... : Nil
22. Student projects
- a) Percentage of students who have done in-house projects including inter departmental/programme : Nil
 - b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies
 - **Linkages :** The department of Corporate Secretary ship undergo an Institutional Training for a period of one month. The list of the

companies opted by the students for Institutional Training are listed out in *Appendix 5.3.4*

- **Internships :** To bridge the gap between theory and practice, the Department of Corporate Secretaryship has introduced Internship Training program at the end of second semester from the academic year 2009-10. Students are encouraged to work on any one of the functional areas f their choice like HR, Marketing, Finance, Sales etc. In future this will be upgraded with specific objectives. The organizations in which students worked for internship programs during the summer holidays are listed out in *Appendix 5.3.4*

23. Awards / Recognitions received by faculty and students

Recognition received by Students :

The following is the list of outstanding achievements of the students

University Rank Holders : 2005 - 2013

| S.No. | Year | Name of the student | Rank |
|-------|-----------|---------------------|--|
| 1 | 2005 - 08 | N. Latchmi | 2 nd in Major |
| 2. | 2005 - 08 | N. Latchmi | 12 th in Tamil |
| 3. | 2005 - 08 | M. Karthick | 24 th in Tamil |
| 4. | 2005 - 08 | G. Lakshmi Priya | 3 rd in french |
| 5. | 2005 - 08 | V. Divya | 8 th in French |
| 6. | 2005 - 08 | D. Aishwarya | 3 rd in English |
| 7. | 2007 - 10 | R. Nithya Devi | 5 th in Major |
| 8. | 2010 - 13 | Fathima Kausar | 15 th rank in Major 33 rd rank in English |
| 9. | 2010-13 | R.G.Kaviya | 8 th rank in Major 12 th rank in Hindi |
| 10. | 2010-13 | Abhinaya Mohan | 41 st Rank in Major |
| 11. | 2010-13- | V. Sri Krishna | 1 st rank in Sanskrit |
| 12. | 2010-13 | K. Priyanka | 3 rd rank in English |
| 13. | 2010-13 | A. Nandhini | 8 th rank in French |

(2008 – 09)

K. Nithya, III BCS

- Was selected for a Folk Dance at Makkal TV

B. Umamaheswari, II BCS

- Won first prize at Indian Traditional Dance *Avai Kalal Kazhagam*

(2009 – 10)

Premkumar, III BCS

- Was selected for the Madras A Zone University Cricket Tournament

24. List of eminent academicians and scientists / visitors to the department. : Nil

25. Seminars/ Conferences/Workshops organized & the source of funding a) National : Nil

b) International : Nil

26. Student profile programme/course wise:

| Name of the Course/programme B.Com Corporate | Applications received | Selected | Enrolled | | Pass percentage |
|--|-----------------------|----------|----------|----|-----------------|
| | | | *M | *F | |
| 2006-07 | 70 | 50 | 23 | 27 | 53 |
| 2007-08 | 82 | 59 | 33 | 26 | 64 |
| 2008-09 | 95 | 62 | 38 | 24 | 54 |
| 2009-10 | 102 | 70 | 40 | 30 | 72 |
| 2010-11 | 90 | 63 | 37 | 26 | 59 |
| 2011-12 | 90 | 70 | 42 | 28 | 52.9 |
| 2012-13 | 103 | 70 | 40 | 30 | 56 |
| 2013-14 | 110 | 70 | 46 | 24 | |

*M = Male *F = Female

27. Diversity of Students

| Name of the Course B.Com Corporate | % of students from the same state | % of students from other States | % of students from abroad |
|--|-----------------------------------|---------------------------------|---------------------------|
| 2006-07 | 100 | | -- |
| 2007-08 | 98 | 2 | -- |
| 2008-09 | 90 | 10 | -- |
| 2009-10 | 100 | -- | -- |
| 2010-11 | 100 | -- | -- |
| 2011-12 | 96 | 4 | -- |
| 2012-13 | 97 | 3 | -- |
| 2013-14 | 100 | -- | -- |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? Nil

29. Student progression

| Student progression | Against % enrolled |
|----------------------------------|--------------------|
| UG to PG | 50 |
| PG to M.Phil. | |
| PG to Ph.D. | |
| Ph.D. to Post-Doctoral | |
| <i>Employed</i> | |
| • Campus selection | 20 |
| • Other than campus recruitment | 25 |
| Entrepreneurship/Self-employment | 5 |

30. Details of Infrastructural facilities
 - a) **Library** : The department has an exclusive book with more than 50 books apart from the books in the library
 - b) **Internet facilities for Students** : Students have been given smart cards which they can make use for browsing during specific hours during the college
 - c) **Class rooms with ICT facility** : Common Audio video hall is available with LCD projector
 - d) **Laboratories** : Not Applicable
31. Number of students receiving financial assistance from college, university, government or other agencies
 - 49 students avail SC/ST scholarships instituted by the Govt. of Tamil Nadu
 - Alumni of BCS department donate generously and sponsor the semester fees of current deserving students The number of students receiving such assistance in the department is : 2
 - Financial assistance is also received from other trusts, educational institutions, temples, relatives etc.. The number of students receiving such assistance in the department is : 9
32. Details on student enrichment programs (special lectures / workshops / seminar) with external experts
 - *Convergence*, the Association of Corporate Secretaryship conducts various enrichment seminars and workshops the details of which are listed out in **Appendix 5.3.1 (b)**
33. Teaching methods adopted to improve student learning
 - The department uses ICT for certain classes to make learning effective

- Case laws, puzzles, competitions based on subjects are also conducted for effective learning
 - Individual teaching in certain cases are adopted
 - Ready reckoners are used for easy understanding
 - Necessary training to potential entrepreneurs
34. Participation in Institutional Social Responsibility (ISR) and Extension activities
 - Students and staff participate actively in all ISR activities and activities of other extension units.
 - Students support the activities as volunteers and play a major role in executing these activities.
 - Students enroll themselves in various extension activities which are listed out in detail in **Appendix 3.6.1**
35. SWOC analysis of the department and Future plans

SWOC analysis

Strengths :

- Department has dedicated staff with good teaching skills.
- Strong support of Alumni
- Participate in Teaching Learning approach
- Student strengths and their talents
- University Ranks
- Produce potential entrepreneurs.
- To name a few successful entrepreneurs

| | |
|-----------------|-------------------------|
| Dr. Kapilan, | Psycho & Hypnotherapist |
| Indumathy Shyam | Textiles |
| Naresh | Mobile Servicing |
| V. Balamurugan | Departmental Stores |

Weakness :

- Pass percentage should be improved
- Exposure is not utilized by the students

Opportunity :

- Opportunity to improve students standard by constant training
- Opportunity to create more rank holders

Challenge :

- Capturing the attention of the students and make them focus towards their goal
- Impairing individual commitment and involvement
- Maintaining active participation

Future Plans

- Organise seminars and workshops at National and International level
- The department aims to increase the number of ranks at University level each year.
- The general and professional competence of the students will be improved by imparting required training to them.
- The overall academic performance of the students will be improved by adapting cluster methods on trial basis.
- To enlighten the students on professional core careers than BPO jobs.
- The department is also aiming to produce a significant number of entrepreneurs who can create jobs. As an initial step, potential students with interest in the areas were identified and necessary training was given to them.

Any Other :

Result Status : 2005 - 2013

| Batch | No. Appeared | | | No. Passed | | | Pass percentage | | |
|--------------|---------------------|----------|----------|-------------------|----------|----------|------------------------|----------|----------|
| | B | G | T | B | G | T | B | G | T |
| 2002 - 2005 | 8 | 5 | 13 | 5 | 4 | 9 | 62.5 | 80 | 69 |
| 2003 - 2006 | 12 | 4 | 16 | 3 | 2 | 5 | 25 | 50 | 31 |
| 2004 - 2007 | 12 | 6 | 18 | 5 | 5 | 10 | 41.7 | 83.3 | 55 |
| 2005 - 2008 | 19 | 9 | 28 | 10 | 8 | 18 | 52.7 | 88..8 | 64 |
| 2006 - 2009 | 20 | 25 | 45 | 3 | 23 | 26 | 15 | 92 | 58 |
| 2007 - 2010 | 20 | 22 | 42 | 11 | 20 | 31 | 55 | 90.9 | 72 |
| 2008 - 2011 | 32 | 20 | 52 | 14 | 17 | 31 | 43 | 85 | 59 |
| 2009 - 2012 | 38 | 30 | 68 | 19 | 22 | 41 | 42 | 66 | 53 |
| 2010 – 2013 | 31 | 24 | 55 | 13 | 18 | 31 | 42 | 75 | 56 |

Placement Record

- More than 75% are employed immediately after the final semester
- The department circulates the job opportunities available through the alumni and other personal contacts (Part time jobs for to the current students and full time for other students).
- In the last two years the department has arranged more than 13 or 15 interviews respectively for the students.

**Evaluative Report of
Business Administration**

1. Name of the department : **Business Administration & Economics**
2. Year of Establishment : **2001**
3. Names of Programmes / Courses offered
(UG, PG, M.Phil., Ph.D., Integrated Masters; : **BBA (UG)**
Integrated Ph.D., etc.)
4. Names of Interdisciplinary courses and the departments/units involved
: **Ph.D (Univ. of Madras)**
Dr.P.T.Vijayshree – Guide for interdisciplinary Ph.D for 8 candidates
Interdisciplinary subject offered *to Department*
Concept of Self help Group BCS
5. Annual/ semester/choice based credit system (programme wise)
: **CBCS**
6. Participation of the department in the courses offered by other departments
- English, Soft skills and Spoken English is being handled by English department
 - Languages (Tamil, Sanskrit and Hindi) are being handled by the respective language departments
 - Operational Research for second years is being handled by the department of Mathematics
 - Management Information System for second years is being handled by Computer Science Department
 - Personality Development for second years is being handled by Corporate Secretaryship
 - Yoga for final years is being handled by Physical Education Department.

7. Courses in collaboration with other universities, industries, foreign institutions, etc. **Nil**

8. Details of courses/programmes discontinued (if any) with reasons : **Nil**

9. Number of Teaching posts

| | <i>Sanctioned</i> | <i>Filled</i> |
|----------------------|-------------------|---------------|
| Professors | -- | -- |
| Associate Professors | -- | -- |
| Asst. Professors | 5 | 5 |

10. Faculty profile with name, qualification, designation, specialization, D.Sc./ D.Litt. /Ph.D. / M. Phil. etc.,)

| <i>Name</i> | <i>Qualification</i> | <i>Designation</i> | <i>Specialization</i> | <i>No. of years of Experience</i> | <i>No. of Ph.D. Students guided for the last 4 years</i> |
|----------------------------|----------------------|--------------------|---|-----------------------------------|--|
| Dr. P. T Vijayshree | M.A., Ph.D. M.B.A | Principal & HOD | Entrepreneurship Management & Economics | 12 | Nil |
| R. Sangeetha | M.A. M.Phil M.B.A | Asst. Professor | Economics | 9 | Nil |
| Y.M. Shiney Raj | M.Com, M.Phil, | Asst. Professor | Bus. Adm | 8 | Nil |
| K.A. Athiya Beevi | M.B.A., M.Phil | Asst. Professor | Bus. Adm | 7 | Nil |
| M. Deepa | M.B.A., M.Phil | Asst. Professor | Bus. Adm | 4 | Nil |
| D. Juliet Sangeetha | M.A., M.Phil | Asst. Professor | Economics | 4 | Nil |

11. List of senior visiting faculty : Nil
 12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : Nil
 13. Student -Teacher Ratio (programme wise) : **33: 1**
 14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **1**
 15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
P.G : 6 ; M. Phil : 4; Ph. D : 1
 16. Number of faculty with ongoing projects from
a) National b) International funding agencies and grants received : Nil
 17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : Nil
 18. Research Centre /facility recognized by the University : Nil
 19. Publications:
 - a) Publication per faculty
Details of publication per faculty are listed out in **Annexure 3.4.3 (a)**
 - Number of papers published in peer reviewed journals (national / international) by faculty and students
Dr. P.T. Vijayshree : 2
R. Sangeetha : 1
Details of publication per faculty are listed out in **Annexure 3.4.3 (b)**
 - Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) :**2**
- **Dr.P.T. Vijayshree** Published a paper on 'A study of Women Entrepreneurship '*Informal Marketing in Chennai*' for e journal AIJEMR , EBESCO Indexed

- **Dr.P.T. Vijayshree** Published a paper on *Artspreneurship*, A case study with reference to Sivakalayam for AIJEMR, Annamalai University, EBESCO Indexed
 - Monographs : Nil
 - Chapter in Books : 1
 - **Dr.P.T. Vijayshree, R. Sangeetha and K.A. Athiya Beevi**
 Institutional Support and Financial Facility in Entrepreneur Manual
 - A University of Madras Publication
 - Books Edited : 3
 - **Dr.P.T. Vijayshree**
 1. Empowerment of Women through Entrepreneurship
 2. Women Entrepreneurship – A multidimensional approach
 - Books with ISBN/ISSN numbers with details of publishers : 4
 - Number of books are detailed in the Annexure 3.4.3 (c)
 - Citation Index : Nil
 - SNIP : Nil
 - SJR : Nil
 - Impact factor : Nil
 - h-index : Nil
20. Areas of consultancy and income generated : Nil
21. Faculty as members in
 - a) National committees
 - **Dr.P.T. Vijayshree – Member of Madras Management Association**
 - b) International committees : Nil
 - c) Editorial Boards....
 - **Dr.P.T. Vijayshree – Editor for World Science Journal**

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : **100 %**
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

Students undertake projects in reputed companies and organizations as a part of their curriculum. Advanced learners take up projects beyond their syllabus. The department is associated with MMA, SRAEF, BYST, EDI India Trust, PERT etc

23. Awards / Recognitions received by faculty and students

Faculty :

R. Sangeetha

- **Medallation of Excellence** by District Rotaract Council sponsored by Rotaract Council in 2010.
- **Recognition Award** - a Certificate of Appreciation for support towards activities of District Rotaract Council for 2012-13.

Students :

2007 -08

- Keerthana V, I BBA I prize for Solo singing at Kilpauk Medical College

2009-10

- Gajavathanan of III BBA was selected for the Madras A Zone University Cricket Tournament

24. List of eminent academicians and scientists / visitors to the department.

Many eminent academicians visited the department and gave their valuable speeches and suggestions.

The list of guest lectures is listed out in ***Appendix 3.1.4***

25. Seminars/ Conferences/Workshops organized & the source

of funding a) National : Nil

 b) International : Nil

26. Student profile programme/course wise:

| Name of the Course/programme BBA | Applications received | Selected | Enrolled | | Pass percentage |
|--|-----------------------|----------|----------|----|-----------------|
| | | | *M | *F | |
| 2009-10 | 50 | 45 | 23 | 22 | 67 |
| 2010-11 | 70 | 63 | 27 | 36 | 80 |
| 2011-12 | 75 | 62 | 33 | 29 | 46 |
| 2012-13 | 70 | 53 | 39 | 14 | 42 |
| 2013-14 | | | | | |

*M = Male *F = Female

27. Diversity of Students

| Name of the Course BBA and Year | % of students from the same state | % of students from other States | % of students from abroad |
|--|-----------------------------------|---------------------------------|---------------------------|
| 2010-11 | 84 | 1.6 | 14 |
| 2011-12 | 95 | 0 | 5 |
| 2012-13 | 89 | 2 | 9 |
| 2013-14 | 95 | 1 | 4 |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29. Student progression

| Student progression | Against % enrolled |
|---|---------------------------|
| UG to PG | 5 |
| PG to M.Phil. | - |
| PG to Ph.D. | - |
| Ph.D. to Post-Doctoral | - |
| <i>Employed</i> | 90 |
| – Campus selection – Other than campus recruitment | |
| Entrepreneurship/Self-employment | 5 |

30. Details of Infrastructural facilities

- a) **Library** : Around 150 books are available in the department
- b) **Internet facilities for Students** : Available in the computer lab
- c) **Class rooms with ICT facility** : Common Audio video hall is available with LCD projector
- d) **Laboratories** : Not Applicable

31. Number of students receiving financial assistance from college, university, government or other agencies

: **5** students SC/ST scholarship from Government

32. Details on student enrichment programs (special lectures / workshops / seminar) with external experts
Benevolent Autocrats, the Association of Business Administration conducts various enrichment seminars and workshops the details of which are listed out in **Appendix 5.3.1 (b)**

33. Teaching methods adopted to improve student learning
Power point presentations, Seminars, Group Discussions. Role plays, Interactive sessions, ICT learning, projects etc
34. Participation in Institutional Social Responsibility (ISR) and Extension activities
 - Projects related to Environmental studies are done by the II year students
 - Students enroll themselves under various extension activities and participate in social service activities. Details are listed out in ***Appendix 3.6.1***
35. SWOC analysis of the department and Future plans

SWOC analysis

Strengths :

- Cordial relationships and Team Work
- Syllabus is completed on time
- Staff Counsels and motivates students
- Faculty helps the weak students in the remedial classes, monitors and helps the slow learners.
- Technically sound and updates latest management techniques
- Understanding students and their problems
- The department has initiated a visual based movie making on various management and social issues. *Chettinad Talkies*, a product of unit of BBA is a pioneer venture.

Weakness :

- Students are not molded at the school level which poses a problem at the college level
- More Industry linkages have to be created

Opportunity :

- Internet and web access opportunities are available at the computer lab
- Central library is well quipped with books

Challenge :

- To maintain active participation of the students through various activities
- To improve the English vocabulary of the students and mold their attitude is the biggest challenge

Any Other :

Result Status

The success rate is around 90% and drop out rate is almost **NIL**.

| Batch | No. Appeared | | | No. Passed | | | Pass percentage | | |
|--------------|---------------------|----------|----------|-------------------|----------|----------|------------------------|----------|----------|
| | B | G | T | B | G | T | B | G | T |
| 2002 - 2005 | 19 | 13 | 32 | 11 | 13 | 24 | 46 | 54 | 75 |
| 2003 - 2006 | 9 | 11 | 20 | 8 | 11 | 19 | 95 | 100 | 99 |
| 2004 - 2007 | 17 | 7 | 24 | 15 | 7 | 22 | 92 | 100 | 95 |
| 2005 - 2008 | 8 | 10 | 18 | 6 | 9 | 15 | 75 | 90 | 83 |
| 2006 - 2009 | 30 | 15 | 45 | 29 | 15 | 44 | 98 | 100 | 98 |
| 2007 - 2010 | 23 | 22 | 45 | 15 | 17 | 32 | 63 | 81 | 67 |
| 2008 - 2011 | 27 | 36 | 63 | 22 | 28 | 50 | 70 | 86 | 80 |
| 2009 - 2012 | 33 | 29 | 62 | 14 | 28 | 38 | 46 | 82 | 46 |
| 2010 – 2013 | 39 | 14 | 53 | 9 | 13 | 22 | 23 | 93 | 42 |

Future Plans

- To do research projects
- To organize job oriented activities
- To create link between different business schools and organizations for student exposure & learning
- To publish more books

- To improve the areas of consultancy
- To reach the unreached through entrepreneurship and development
- To tie up with NGO's and ED consultants for social and economic development
- To focus on real projects for industries

Placement Record

Many students have been placed in various reputed companies like Infosys, DEL, Face book, etc through college placement Cell.

Evaluative Report of Department of Physical Education

1. Name of the department : **Physical Education**

2. Year of Establishment : **2001**

3. Names of Programmes / Courses offered
(UG, PG, M.Phil., Ph.D., Integrated Masters; : Nil
Integrated Ph.D., etc.)

4. Names of Interdisciplinary courses and the departments/units involved
Interdisciplinary subject offered *to Department*
• Yoga Final years of B.Sc, BA
 BCS, BBA, CS & BCA

5. Annual/ semester/choice based credit system (programme wise)
: **CBCS**

6. Participation of the department in the courses offered by other
departments : **Nil**

7. Courses in collaboration with other universities, industries, foreign
institutions, etc. : **Nil**

8. Details of courses/programmes discontinued (if any) with reasons
: **Nil**

9. Number of Teaching posts

| | <i>Sanctioned</i> | <i>Filled</i> |
|----------------------|-------------------|---------------|
| Professors | | |
| Associate Professors | | |
| Asst. Professors | 2 | 2 |

10. Faculty profile with name, qualification, designation, specialization, D.Sc./ D.Litt. /Ph.D. / M. Phil. etc.,)

| Name | Qualification | Designation | Specialization | No. of years of Experience | | No. of Ph.D's. guided |
|---------------------------|--------------------|------------------------|--------------------|----------------------------|-----------------|-----------------------|
| | | | | within college | outside college | |
| Peter Maria Antony | M.P.Ed. M. Phil | Head of the Department | Physical Education | | | Nil |
| D. Syman Sunderraj | M.P.Ed. | Assistant Professor | Physical Education | | | Nil |

11. List of senior visiting faculty : Nil
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : Nil
13. Student -Teacher Ratio (programme wise) :
14. Number of academic support staff (technical) and administrative staff, sanctioned and filled : Nil
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
M. Phil : 1
16. Number of faculty with ongoing projects from
a) National b) International funding agencies and grants received :
Nil
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : Nil
18. Research Centre /facility recognized by the University : Nil
19. Publications:
■ a) Publication per faculty
Nil

- Number of papers published in peer reviewed journals (national / international) by faculty and students : Nil
 - Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : Nil
 - Monographs : Nil
 - Chapter in Books : Nil
 - Books Edited : Nil
 - Books with ISBN/ISSN numbers with details of publishers : Nil
 - Citation Index : Nil
 - SNIP : Nil
 - SJR : Nil
 - Impact factor : Nil
 - h-index : Nil
20. Areas of consultancy and income generated : Nil
21. Faculty as members in
 - a) National committees : Nil
 - b) International committees : Nil
 - c) Editorial Boards.... : Nil
22. Student projects
 - a) Percentage of students who have done in-house projects including inter departmental/programme : Nil
 - b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : Nil

23. Awards / Recognitions received by faculty and students

Achievements of students

2011-2012

- Kho-Kho University selected A Zone
Shivasankar, III B.Com, Yuvaraj, II BCS and Prasanth, II Maths
- Table Tennis A Zone (Men) - Winner and entered Inter-Zonals
Keval Kumar Makhwana, II BA Eng. Lit, A.Karthikeyan, III B.Com
M.S Karthick, II B.Com, and Lalmuanzuala Sailo, III BT
- Table Tennis A Zone -
Mrudhula M, III BT
- Cricket University A Zone – Selected
M.S. Karthick, II B.Com and Akilan, II BA Eng. Lit.
- Table Tennis Inter Zone (Men)
Keval Kumar Makhwana, II BA Eng. Lit. represented Madras University

2012-2013

- Kho-kho University Selected A Zone
Women – R. Revathy II B.Sc Maths
Men - S. Yuvaraj, III BCS, K. Prasanth, III B.Sc Maths,
S.K.Manasseh Prabhu, III BCS
- Kabaddi University Selected A Zone
M. Lokesh Khanna, II BCS
- Cricket University Selected A Zone
M.S. Karthick, III B.Com (Gen.)
- Table Tennis University Selected A Zone
Keval Kumar Makhwana, III B.A., Eng Lit.
M.S. Karthick, III B.Com (Gen.)
- Hockey University Selected A Zone
- Vishal, II BCS, A. Karthikeyan, II BBA

24. List of eminent academicians and scientists / visitors to the department.

Eminent personalities in the field of Sports are invited as Chief Guests to declare the Sports event open and to distribute the prizes.

The following are few personalities who visited for the past few years

| <i>Year</i> | <i>Chief guest with designation</i> | <i>Occasion</i> |
|-------------|--|---|
| 2007-08 | Mr. R.Natarajan <i>International Athlete</i> Mr. S. N.Seshan IPS | 8 th Annual Sports Meet Inauguration of Kumararaja Muthiah Memorial Rolling Trophy |
| 2008-09 | Mr. S. Kumaraswamy <i>VP, Sports Development Authority, TN</i> S. Ganesan, President, TN Tennis Association | 9 th Annual Sports Meet Inauguration of Kumararaja Muthiah Memorial Rolling Trophy |
| 2009-10 | B.S. Yadav , Coast Guard, <i>Sports Development Authority, TN</i> Mr. Bhaskaran. Captain Indian Hockey | 10 th Annual Sports Meet Inauguration of Kumararaja Muthiah Memorial Rolling Trophy |
| 2010 - 11 | Manithaneayar Saidai SA Duraiswamy Shri A.J. Martin Sudhakar Chairman, Volleyball Association | 11 th Annual Sports Meet Inauguration of Kumararaja Muthiah Memorial Rolling Trophy |
| 2011-12 | Mr. Ramakrishnan Director, Sports Mechanics M. Pradeep John International Volleyball Player | 12 th Annual Sports Meet Inauguration of Kumararaja Muthiah Memorial Rolling Trophy |
| 2012-13 | Nanchil Kumaran IPS Addl. DIG of Police M. Vijay Kumar, IAS Member Secretary Sports Development Authority of TN | 13 th Annual Sports Meet Inauguration of Kumararaja Muthiah Memorial Rolling Trophy |

25. Seminars/ Conferences/Workshops organized & the source of funding a) National b) International : Nil
26. Student profile programme/course wise: : Not Applicable
27. Diversity of Students : Not Applicable
28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? : Not Applicable
29. Student progression : Not Applicable
30. Details of Infrastructural facilities

Sports Facilities

Separate playground of 5.5 grounds is present adjacent to Adyar river close to the college premises which caters to conduct all Academic Sports and Tournaments. The sports facilities offered are :

Outdoor Games Facilities

- Volleyball Court
- Football Field
- Cricket Ground
- Kabaddi Court
- Kho-Kho Court
- 200 m non-standard track

Indoor Games Facilities

- Table Tennis
- Chess
- Carrom

Other Facilities

- Multipurpose Gymnasium
- DA and TA are given for Extramural tournaments to the students

- Breakfast is provided to students during the coaching camp
 - Lunch and other amenities are also provided during the tournaments
 - Accommodation and food is given free to all outstation teams
 - The sports ground is also utilized by public and corporate sectors who do not have the ground facilities on a rental basis. These functions includes School Sports Day, College Sports Day, Functions and games for Corporate sectors both for IT and non IT
31. Number of students receiving financial assistance from college, university, government or other agencies : Not Applicable
32. Details on student enrichment programs (special lectures / workshops / seminar) with external experts

Details of Tournaments conducted

State Level

Kumararaja Muthiah Memorial Rolling Trophy instituted by the Management in 2005 for inter college Volley ball, is now extended to the State Level to the following games.

- State Level Volley Ball Tournament
- Intercollegiate Throw ball (Women)
- Interschool Throw ball (Girls)
- Interschool Kho-Kho (Girls)
- Interschool Kho-Kho (Men)
- National Level Volleyball Tournament
- State level Hockey for School boys Tournament

University Level

The following Madras University Tournaments are also conducted at our college premises for games like Table Tennis, (men and women) and Chess (women) for the past eight years.

- A-Zone Table Tennis for Men
- A-Zone Table Tennis for Women
- Madras A Zone Chess for Women
- Inter zone Table Tennis for Women

Awards

The following Best Sportsman Awards are given away every year

- Best Player of the year
- Best Outgoing Sportsman
- Special Appreciation Award
- Kumararaja Muthiah Memorial Rolling Trophy
- Cash prizes for State Level competitions are given away up to four places

1st place : Rs 10,000; 2nd place : Rs 7000;
3rd place : Rs. 5000; 4th place : Rs 3000

Sports Day

A Sports Day is celebrated every year during the month of January. Eminent personalities in the field of Sports are invited as Chief Guests to declare the Sports event open and to distribute the prizes. The students of various departments are classified into four teams named as **Prithvi, Agni, Vayu, Aakash, and Jal**. which is guided by a Captain and Vice Captain. The following games are conducted between all the teams. A Rolling shield is given away to Best Overall Championship to the Winners. Individual Championship awards are also given away separately for both men and women. Games and events are also conducted for teaching and non-teaching staff and prizes are given away.

List of games and tournaments conducted are listed out in

Appendix 5.3.1.(a)

Track Events (Separate for both men and women)

- 100m
- 200m
- 400m
- 800 m
- 1500 m
- 5000 m
- 4 x 100 m Relay
- 4 x 400 m Relay

Field events

- Shot put
- Discus Throw
- Javeline
- High Jump
- Long Jump

Indoor games

- Chess
- Carom
- Table Tennis

Outdoor games (Separate for both men and women)

- Badminton
- Volleyball
- Kho-kho

Outdoor games (Only for men)

- Cricket
- Kabaddi
- Foot ball
- Basketball

Outdoor games (Only for women)

- Tennicoit
- Throw ball

33. Teaching methods adopted to improve student learning : Not Applicable

34. Participation in Institutional Social Responsibility (ISR) and Extension activities Not Applicable

35. SWOC analysis of the department and Future plans

SWOC analysis

Strengths :

- The department is very strong in motivating the students to take part in sports.
- State Level tournaments for Volleyball and Hockey are organized
- Students form a very good team for Cricket, Volleyball, Basket Ball, Kh-kho (both men & women), Table Tennis, Kabaddi, Badminton and Throw ball

Weakness :

- Unable to train students in some of the specialized games like Basket Ball, Tennis, Squash etc

Opportunity :

- Well equipped gym is provided to the students for fitness
- Students are given opportunities to be selected for the University team

Challenge :

- To make students come for practice early in the mornings is a challenge as the college starts at 8.15 am
- To train a minimum of 5 students every year to take part in all the events in the University team

Future Plans

- To identify the students interest in the specialized games and to train them accordingly

Any Other :

- We may require specialized coaches for some games
- We are expecting Sports quota for extraordinary players

**Evaluative Report of
Shift II**

1. Name of the department : **B.Com (A/F)
BCA**
2. Year of Establishment : **2011**
3. Names of Programmes / Courses offered
(UG, PG, M.Phil., Ph.D., Integrated Masters ; : **UG**
Integrated Ph.D., etc.)
4. Names of Interdisciplinary courses and the departments/units involved
Nil
5. Annual/ semester/choice based credit system (programme wise)
: **CBCS**
6. Participation of the department in the courses offered by other departments

Commerce

- English, Soft skills and spoken English is being handled by English department
- Languages (Tamil, Sanskrit and Hindi) are being handled by the respective language departments
- Allied Mathematics and Statistics is being handled by Mathematics department.
- Computer skills for second years is handled by the department of BCA.
- Personality Development for second years is being handled by BBA

BCA

- Accounting is being handled by B.Com A/F
- Quantitative Aptitude, Mathematics is being handled by Mathematics Department
- Retail Marketing, SHG are being handled by B.Com A/F

7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **Nil**
9. Number of Teaching posts

| | <i>Sanctioned</i> | <i>Filled</i> |
|----------------------|-----------------------|------------------|
| Professors | -- | -- |
| Associate Professors | -- | -- |
| Asst. Professors | A& F 4 | BCA 3 |
| | | 4 3 |

10. Faculty profile with name, qualification, designation, specialization, D.Sc./ D.Litt. /Ph.D. / M. Phil. etc.,)

| <i>Name</i> | <i>Qualification</i> | <i>Designation</i> | <i>Specialization</i> | <i>No. of years of Exp.</i> | | <i>No. of Ph.D. Students guided for the last 4 yrs</i> |
|----------------------|------------------------|--------------------|----------------------------------|-----------------------------|-----------------|--|
| | | | | <i>Within</i> | <i>Out side</i> | |
| V. Geetha | M.Com M.Phil MBA | Head of the Dept | Commerce | 10 yrs | - | |
| R. Aruna Devi | M.Com M.Phil | Asst. Professor | Commerce | 2 yrs | 2 yrs | |
| R. Abhinaya | MCA M. Phil | Head of the Dept | Computers & Software Engineering | 2 yrs | | |

11. List of senior visiting faculty : **Nil**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **Nil**
13. Student -Teacher Ratio (programme wise) : **B. Com 16 : 1
BCA 18 : 1**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : Nil
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
M. Phil : 3, PG : 3
16. Number of faculty with ongoing projects from
a) National b) International funding agencies and grants received : Nil
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : Nil
18. Research Centre /facility recognized by the University : Nil
19. Publications:
 - a) Publication per faculty
Number of papers published in peer reviewed journals (national / international) by faculty and students : Nil
 - Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : Nil
 - Monographs : Nil
 - Chapter in Books : Nil
 - Books Edited : Nil
 - Books with ISBN/ISSN numbers with details of publishers : Nil
 - Citation Index : Nil
 - SNIP : Nil
 - SJR : Nil
 - Impact factor : Nil
 - h-index : Nil

20. Areas of consultancy and income generated : Nil
21. Faculty as members in
 a) National committees b) International committees
 c) Editorial Boards.... : Nil
22. Student projects
 a) Percentage of students who have done in-house projects including inter departmental/programme : Nil
 b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : Nil
23. Awards / Recognitions received by faculty and students : Nil
24. List of eminent academicians and scientists / visitors to the department. : Nil
25. Seminars/ Conferences/Workshops organized & the source of funding
 a) National : Nil
 b) International : Nil
26. Student profile programme/course wise: NA

| Name of the Course/programme | Applications received | Selected | Enrolled | | Pass percentage |
|------------------------------|-----------------------|----------|----------|----------|-----------------|
| | | | *M | *F | |
| 2011 – B.Com. BCA | 10 1 | 9 1 | 8 1 | 1 - | -- |
| 2012 – B.Com. BCA | 40 30 | 38 26 | 25 14 | 13 12 | -- |
| 2013 – B.Com. BCA | 20 20 | 20 20 | 12 13 | 8 7 | |

*M = Male *F = Female

27. Diversity of Students

| Name of the Course | % of students from the same state | % of students from other States | % of students from abroad |
|--------------------|-----------------------------------|---------------------------------|---------------------------|
| B.Com | 99 | 1 | - |
| BCA | 98 | 1 | 1 |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? Nil

29. Student progression

| Student progression | Against % enrolled |
|--|--------------------|
| UG to PG | 37.77 |
| PG to M.Phil. | Nil |
| PG to Ph.D. | Nil |
| Ph.D. to Post-Doctoral | Nil |
| Employed - Campus selection - Other than campus recruitment | 10 |
| Entrepreneurship/Self-employment | Nil |

30. Details of Infrastructural facilities

- a) **Library** Department has an exclusive book bank apart from the central library
- b) **Internet facilities for Students :** Students have been given specific hours during the college.
- c) **Class rooms with ICT facility :** Common Audio video hall is available with LCD facility
- d) **Laboratories** : Lab for BCA is provided

31. Number of students receiving financial assistance from college, university, government or other agencies
10 % of students SC/ST scholarship from Government
32. Details on student enrichment programs (special lectures / workshops / seminar) with external experts
Magnum Opus the Association of Shift II conducts various enrichment seminars and workshops
33. Teaching methods adopted to improve student learning
Power point presentations, Seminars, Discussions. Model presentations projects, assignments, quiz, simulation Techniques etc
34. Participation in Institutional Social Responsibility (ISR) and Extension activities
 - Students enroll themselves in various extension activities
35. SWOC analysis of the department and Future plans

SWOC analysis

Strengths :

- Accounting and financing course matches employability needs and forms the basis of all professional courses like CA, and M Com etc
- The timings are very convenient for students who takes up above professional courses

Weakness :

- Lack of knowledge on Accounting and financing course

Opportunity :

- Job opportunities are placed through Placement cell

Challenge :

- Academic and Industry tie-ups
- Inviting eminent resource persons

Future Plans

- To strengthen the course and to conduct workshops.

Supportive Organisations

The faculty and students in charge of Supportive Organisations (2012-13) are

| S. No. | Supportive Organisation | Staff in-charge | Student representative |
|-------------------|---|---|---|
| 1. | NSS | Mr Peter Maria Antony | S. Kolagalan, III BBA |
| 2. | Rotaract Club | Mrs R. Sangeetha | Rakesh H Sridhar, III BBA |
| 3. | Youth Red Cross | Mrs Vidya Ramesh Mrs Dhanya Praveen | P.K. Mamannan, II B.A Eng. Lit. |
| 4. | Nature Club | Mrs S. Rega and Mrs Bharathi Ravikrishnan | R. Radhika, II B.Sc Microbiology |
| 5. | Red Ribbon Club | Mr Peter Maria Antony | C. Mahalakshmi III B.Sc CS |
| 6. | Placement Cell | Mrs R. Vijayalakshmi Mrs. B. Hema | P. Abhinandan, III B.Com R.K. Arun Kumar, III B.Com |
| 7. | Leo Club | Mr Gopinath | R. Suryaprakash, III B.Sc CS |
| 8. | Blood Donation Club | Mr Peter Maria Antony | V. Malar. III B.Sc CS |
| 9. | Tobacco Cessation Club | Mr Peter Maria Antony | S.K. Mannaseh Prabhu III B.Com CS |
| 10. | Career Guidance Cell | Mrs M. Alagammai – Arts Mrs C.K. Babini - Science | A.Sangeetha, III BCA P. Manikandan, II B.Com CS |
| 11. | Current Affairs Forum & Quiz Club | Mr R. Gopinath Mrs K.A.A.Athiya Beevi and Mrs M. Deepa | Anusha Viswanathan, III BBA S. Janakiraman, III B.Com CS |
| 12. | Grievance Cell | Principal, Vice Principal and Physical Directors | |
| 13. | Dr. Meena Muthiah Study Centre | Principal | |

Student representatives are nominated on rotation every year.

The details of the activities are listed out in the Annexures.

Post NAAC

Steps taken for suggestions by NAAC

With regard to the suggestion given by the NAAC peer in their visit during academic year 2005-2006 the following steps have been taken for the effective functioning of the college.

- The College Management has applied for Permanent Affiliation from the University of Madras which will be followed to get recognition from UGC as well.
- Few need based job oriented courses like B.Com (A&F), BCA and BA (English) are identified and introduced in the college. Also, few add on courses like Photoshop & flash, tally etc., are conducted.
- In order to improve the quality of teaching a fully furnished Audio Visual room was setup and is effectively used for teaching purpose.
- Periodical feedback from students on evaluation of teachers' performance by IQAC is done. The follow-up is done in an organized manner and is also discussed with the concerned staff and department.
- Computerization of college office is done. Complete database of the students is well maintained in the college office. Also, each staff room is given a system with printer for department use. Library service is computerized. Service of intranet has been applied.
- Library has been added with new arrivals- both books and journals. Assistant Librarian has been appointed and working hours of the library has been extended after college hours.
- Library day is celebrated where competitions like book review, essay writing etc., are conducted. Library week is celebrated specially to view the books and new arrivals where publishers are called to display the books for students and faculty members. An award for the best user of library books is also been initiated to encourage students to read books and enhance reading habit.

- College always focuses on the development of research through the faculty members .In this regard it encourages faculty members to publish research papers in their field of interest. The following table gives the details of papers published by the faculty member.

Papers published by faculty in National and International Journals is listed out in ***Appendix 3.4.3 (a)***

Papers presented by faculty in various Seminars and Conferences is listed out in ***Appendix 3.4.3 (b)***

- Seminars/Conferences are conducted periodically on current topics of research. A Research wing has been initiated to conduct Faculty development program both in-house and through other sources.

Development Programs attended by each faculty is listed out in ***Appendix 2.4.3***

- A Placement forum has been initiated in 2007 to provide effective career guidance and placement opportunity. The Placement Cell in our college plays a very active role in trying to get our students placed in various leading multinational and Indian Companies Various programs in this regard are organized. The activities of the Placement and Career Guidance cell indicating the companies participated, nature of the test conducted, students participated and selected are listed out in ***Appendix 5.1.9***

- The Alumni Association of the college ***Footprints*** was started in the year 2001. To facilitate the participation of more number of students the alumni is being held twice a year (4th Saturday of January and August). Around 200-250 students take part in the meetings conducted, The office bearers of the college union also participate in the meetings. This acts as a forum for exchange of ideas of alumni, faculty and the present students. The Alumni also keeps in touch with the institution by mailing the college at [***krmcalumni@gmail.com***](mailto:krmcalumni@gmail.com)

The list of Alumni occupying prominent positions, their contributions to the development of the institution has been given in ***Appendix 5.1.14***

- Mentor ward system is the unique method followed where the mentors acts as counselors to help the students on all respects. Sometime parents are counseled as extended service .

- College has a well maintained multi purpose gym. Students are allowed and encouraged to go for gym after college hours. College has proposal to set a language and Math lab
- College Management offers scholarship through the free education scheme of University of Madras. They also recommends students for Tamil Nadu Trust Scholarship. Few selected students are given fee concessions.
- College management and administration always concentrates on areas of concern and steps are taken to implement actions for the quality development of the college.

**Declaration
by the Head of the Institution**

I certify that the data included in the Self Study Report (SSR) are true to the best of my knowledge.

The SSR is prepared by the institution after internal discussions and no part therefore has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

Place : Chennai
Date : 07.07.2014

Sd/-
Dr. P.T Vijayshree
Principal

UNIVERSITY OF MADRAS



சென்னைப் பல்கலைக்கழகம்

Established Under the Act of Incorporation XXVII of 1857 -
 (Madras University Act 1923)
 (State University)

No.A1/PH/KRMMC/CA/2014/ *589*

Date: 06.06.2014

CERTIFICATE OF AFFILIATION

16 JUN 2014

This is to certify that Kumararani Meena Muthiah College of Arts & Science Adyar, Chennai-600 020, is one of the Self-Financing Arts & Science colleges (Non-Autonomous) which is affiliated to University of Madras, Chepauk, Chennai- 600 005, since 1996 and at present, the college is offering the following UG, and PG programmes.

| S.No | Shift- I | | Shift-II |
|------|--|--|-------------------------------|
| | UG - Courses | | UG - Courses |
| 1 | B.A | (English) | B.C.A (Computer Applications) |
| 2 | B.B.A | (Business Administration) | |
| 3 | B.C.A | (Computer Applications) | |
| 4 | B.Com | (Corporate Secretary ship), (General) | B.Com(Accounting & Finance) |
| 5 | B.Sc | Bio-technology, Computer Science, Electronics and Communication Science, Mathematics, Microbiology | |
| | PG - Courses | | |
| 6 | M.Com | | |
| 7 | M.Sc (Bio-technology), Computer Science (Information Technology) | | |

JB Jawadaw

REGISTRAR

KRMMC in pictures



Convocation



College Day



Fresher's Day



Union Valedictory

Kumararani Premier League



Prize Distribution



Hues



Mahila



Women Entrepreneurship

SPORTS



MAM Tournament



Sports Day





Mudra



Internal Quality Assurance Cell

Extension Service Units



Blood Donation Camp



Rotaract Club



Youth Red Cross



Leo club

KRMMC On NEWS Papers

Atletico, Barcelona share lead

Madrid, Jan 12 (AFP):

Atletico Madrid and Barcelona remain locked together on 50 points at the top of La Liga after a 0-0 draw at the Vicente Calderon.

Barca boss Gerardo Martino had named Lionel Messi and Neymar only on the substitutes bench on their respective returns from injury and illness.

However, after a first period devoid of clear-cut chances, Martino introduced Messi at half-time in place of the injured Andres Iniesta yesterday.

And the four-time World Player of the Year nearly proved decisive as only a fine save from Thibaut Courtois denied him from grabbing the winner nine minutes from time.

Both sides now lie six points clear of Real Madrid, but Los Blancos can reduce that gap with a win away to Espanyol on Sunday.

'A point is fine, although we would have liked to have won. We were playing against another very strong side, which hasn't lost at home yet,' Martino said afterwards.

'We didn't play our best match by any means, but we have nothing to castigate ourselves for either.'

Atletico boss Diego Simeone was

similarly content with a point he believes leaves Atletico very much in the hunt for the title.

'It was a game of few chances in which both sides tried to assert themselves with their own characteristics.

'It was as competitive and close a match as you would expect between the top two teams in the Spanish league. Thanks to the great work of the players we have 50 points, which is a great total, and are in a privileged position.'

Encouraged by a raucous home support, Atletico started the brighter and were unlucky not to be ahead after five minutes when Gerard Pique nearly turned Arda Turan's cross into his own net following a wonderful solo run by the Turkish international.

Thereafter, though, chances were hard to come by in the first 45 minutes as Diego Costa and Pedro Rodriguez saw low efforts comfortably saved at either end.

As expected, Barcelona enjoyed the majority of possession, but without their star strike duo they lacked the spark necessary to create anything of note.



Assistant Director, Directorate of Enforcement A Chandra Sekaran giving away prizes to students at the 14th annual sports meet of Kumararani Meena Muthiah College of Arts and Science at Adyar in Chennai on Saturday. The college correspondent Meena Muthiah, principal P T Vijayashree and director of physical education A Peter Maria Antony are present.

State

FRIDAY | 20 SEPTEMBER 2013 | CHENNAI



Kumararani Meena Muthiah College organises college bazaar to encourage the sale of eco friendly jute bags on their campus.

Coaching for competitive examinations

Professional training wing of KRMMC offers contact classes for TANCET, CA-PE1, Banking and other competitive examinations. Classes are conducted on Saturdays and Sundays. Sessions will be handled by experts from various fields. For further details and fee contact the Director of Professional training G.T. Shakila Devi, Asst Professor, Department of Mathematics at 99402 04008.



Meena Muthiah, correspondent, Kumararani Meena Muthiah College of Arts and Science, with the awardees at a function organised by Chettinad Kalakoodam in Chennai.

Laurels heaped on Bharathanatyam gurus

NT Bureau

Chennai, Oct 14:

Chettinad Kalakoodam, a school of fine arts under the auspices of Kumararani Meena Muthiah College of Arts and Science, conducted an inter-dance academy Bharathanatyam competition for the first time in Chennai.

Also, legends of Bharathanatyam were felicitated at the function held at the college auditorium.

According to a press note, in the morning session around 100 dancers from various institutions in Chennai has performed the many traditional Varnams, Keerthans and Thillanas of several composers in Tamil.

The participants showcased modernity in tradition. Some of the dance academies that participated were Sridevi Nrithyalaya, Bharatha

Natyalaya, Nrithyakshethra Dance Academy, Akshaya Arts, Sri Sarawathy Gana Nilayam, Kalpatharu, Divyanjali, Tharanginee and Sri Sai Nrithyalaya to name a few.

Around 300 people witnessed the event and appreciated the organisation's aims and effort, especially the hard work of committee comprising principal P T Vijayashree, assistant professors Shivakumar and Vijayamadhavan.

Dr. Meena Muthiah, correspondent, presented awards to gurus C V Chandrasekhar, Jaya Chandrasekhar, Udupi Lakshminarayanan, Kalandhi Narayanan, Rananganayaki Jayaraman, Padma Subrahmanyam, V P Dhananjayan, Shanta Dhananjayan, Nandini Ramani, M V Narasimha Charan and Vasanthalakshmi Narasimha Charan.

26 Oct - 1 Nov, 2013

ADYAR 10 TALK

All about healthy living



Professor of Eminence and Dean (Research), Sri Ramachandra University, S P Thyagarajan, having a look at the stalls at 'Biofair' at Kumararani Meena Muthiah College of Arts and Sciences recently. The college principal P T Vijayashree is also present.

TALK TEAM

A two day exhibition on 'Biofair' with a concept of healthy living and elixir of life' was held at Kumararani Meena Muthiah College of Arts and Sciences in the neighbourhood recently.

To impart the importance of life sciences, departments of Microbiology and Biotechnology with Business Administration, initiated the under the guidance of secretary and correspondent Meena Muthiah and principal P T Vijayashree release said.

Biotechnology and Microbiology are two branches of life Sciences which exploit the organisms and other forms of life to develop beneficiary products like biofertilizers, biopesticides, bioremediators, probiotics, recombinant vaccines, antibiotics, genetically modified biological foods, scope for modification of stem cell therapy.

The biofair comprised of three major segments which enlightens the students about food safety and environment. The fair included stalls from various industries, competitions of schools, environment labs and fun games. The fair was inaugurated by S P Thyagarajan, P

interesting lecture on Neutraceuticals.

Also, a lecture on nutrition was delivered by diet consultant Dr Varsha, who stressed young school children on the importance of healthy food over junk food and a regular balanced diet.

Around eleven schools and eight colleges participated in various competitions. At the valedictory session, Professor D Gopal of Department of Environmental Law and Legal Order, The Tamilnadu Dr Ambedkar Law University participated and gave

Impressive performance



Winners of a three-day national-level M.A.M Muthiah Kumararajah of Chettinad Memorial Volleyball Tournament, organised by Kumararani Meena Muthiah College of Arts and Science, Adyar, and other events such as Kho Kho and Throwball.



Students of Kumararani Meena Muthiah College of Arts & Science donating blood on the occasion of the college correspondent Meena Muthiah's birthday in Chennai today. The camp was organised by Madras Voluntary Blood Bank in association with NSS and Rotaract Club. The college principal P T Vijayashree and NSS programme office A Peter Maria Antony are present.



கல்லூரி முத்தையா கல்லூரியில் உள்ள குமாரி ராணி மீனா முத்தையா கல்லூரியில் விழாந்திரியை நடைபெற்ற 14-ஆவது பட்டம்பிப்பு விழாவில் மாணவர், மாணவிகளுக்கு பட்டம்களை வழங்குகின்றார் தமிழ்நாடு திறந்த நிலை பலகாவைக்கும் துணைவேந்தர் எந்திகந்த ஜெயபலன் உடன் (இடமிருந்து) கல்லூரி முதல்வர் பிடிவிஷயத் தாளங்கள் மீனா முத்தையா.

CITY EXPRESS The New Indian Express Chennai, Monday, 28 October



Chandrakantha Jeyabalan, V-C, TN Open University presenting certificates to students | MARTIN LOUIS

Graduation day at K M Muthiah College

Express News Service

Chennai: As many as 235 students received their degrees during the fourteenth graduation day of the Kumararani Meena Muthiah College for Arts and Science, recently. Among them, there were 10 post graduate students as well.

Releasing the annual report of the college, principal Dr P T Vijayasree listed the various events of the college and the achievements of students in various curricular and co-curricular activities.

She added that the participation of the students in research activities had undergone a significant increase last year. "Students of the NSS unit of the college too have participated in various events and won laurels for the college," she said. Speaking on the occasion, the chief guest, Dr Chandrakantha Jayabalan, Vice-Chancellor of the Tamil Nadu Open University,



குமாரி மீனா முத்தையா கல்லூரி தாளாலர் மீனா முத்தையாவின் பிரந்த நாளையெட்டி மெட்ராஸ் வாலன்டரி பிளாட் பேங்க் மற்றும் கல்லூரி என்எஸ்எஸ் மாணவர்கள் இணைந்து இன்று இரத்த தானம் வழங்கினர்.

Increase in the
correspondent
Meena Muthiah, secre-

Coaching for competitive examinations

Professional training wing of KRMIC offers other competitive examinations. CA, PEI, Banking and other professional examinations. Classes are conducted on Saturdays and Sundays. Sessions will be handled by experts from various fields. For further details and fee contact the Director of Professional training G.T. Shakila Devi, Asst Professor, Department of Mathematics at 934042 04008.

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Meena Muthiah, correspondent of Kumararani Meena Muthiah College, greets veteran artiste Ranganayaki Jayaraman, during an inter-college dance competition in the city on Saturday. (Right) A group of women performs kolattam in the city on Saturday.

- DC

வாலிபால் சாம்பியன்ஸ்



Exploring the science of life

Express News Services

Chennai: Bioscience fair, a two-day event to increase the awareness of biosciences as a subject, was conducted by the department of Life Sciences and Business Administration of Kumararani Meena Muthiah College of Arts and Science, recently.

The fair, which aimed at giving a more holistic view to life sciences, had many highlights, including an exhibition, paper presentations and pencil sketching

activities to inculcate interest among students.

One of the exhibitions had innovative concepts for power generation, filtration and separation and biodegradable plastics, designed by the students themselves. The exhibits explored the different ways of waste management and energy conservation.

The fair was inaugurated by S P Thyagarajan, former vice-chancellor of University of Madras, who made a presentation on nutraceuticals and drug regulations during the event. He also touched upon the regulatory and ethical aspects that one needed to look into while creating nutraceuticals. This, he said, included proof of experimentation and a limited toxicity study to see that compounds do not affect living cells.

Thyagarajan also said that nutraceuticals wouldn't be the mainstream for treatment and that it will act as a supplementary course for treatment along with mainstream pharmaceutical drugs. He added

that it was fortunate that there was no patent on nutraceuticals, because if patents concerning molecules were there in nutraceutical preparations, it would cause an increase in the drug price.

Meena Muthiah, secretary and correspondent, Kumararani Meena Muthiah College of Arts and Science, was also present along with teachers, students and volunteers of the Life Sciences and Business Administration at the inauguration.



PHOTOS: I MARTIN LOUIS

The fair, which aim
giving a more holistic



அடையாறு குமாராணி மீனா முத்தையா கலை மற்றும் அறிவியல் கல்லூரி யில் நடைபெற்ற 14-வது ஆண்டு விளையாட்டு போட்டிகளில் வெற்றி பெற்றவர்களுக்கு அமலாக்கத்துறை உதவி இயக்குனர் சந்திரகேரன் பரிசுகளை வழங்கினார். உடன் கல்லூரி தாளாலர் மீனா முத்தையா.

