



**Rajah Serfoji Govt. College (Auto)**  
Thanjavur - 613 005, Tamil Nadu.

## **Self Study Report for Reaccreditation**

Third Cycle



*Submitted to:*

**National Assessment and Accreditation Council  
Bangalore - 560072**

**Vol. I**

July 2015



## Rajah Serfoji Govt. College (Autonomous)

Thanjavur 613005, Tamil Nadu

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Dr. S .Anbalagan, M. Sc., M.Phil., Ph.D.,  
Principal

27.07.2015

### Certificate of Compliance

This is to certify that **Rajah Serfoji Government College (Autonomous)** fulfils all norms

1. Stipulated by the affiliating University and/or
2. Regulatory Council/Body
3. The affiliation and recognition is valid as on date.

In case the affiliation/recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institutions will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or recognition by the regulatory council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Date : 27.07.2015

Place: Thanjavur

Principal  
(S.ANBALAGAN)



**Rajah Serfoji Govt. College  
(Autonomous)**

**Thanjavur 613005, Tamil Nadu**

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Dr. S .Anbalagan, M. Sc., M.Phil., Ph.D.,  
Principal

27.07.2015

**To Whom it may concern**

I certify that the data in Self-study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after several internal discussions and no part thereof has been outsourced.

I am aware that the NAAC-Peer Team will validate the information provided in this SSR during the peer team visit.

A handwritten signature in black ink, appearing to read "Dr. S. Anbalagan". To the right of the signature is the date "27/7/15".

**PRINCIPAL**

Thanjavur  
27.07.2015



## राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL  
An Autonomous Institution of the University Grants Commission

# Certificate of Accreditation

*The Executive Committee of the  
National Assessment and Accreditation Council  
on the recommendation of the duly appointed  
Peer Team is pleased to declare the  
Rajah Serfoji Government College (Autonomous)*

*Thanjavur, affiliated to Bharathidasan University*

*Tamil Nadu as*

*Accredited*

*at the  $B^{++}$  level.*

Date : March 31, 2007



*Anuradha*  
Director

- This certification is valid for a period of Five years with effect from March 31, 2007
- An institutional score (%) in the range of 55-60 denotes C grade, 60-65-C' grade, 65-70-C'' grade, 70-75- B grade, 75-80- B' grade, 80-85-B'' grade, 85-90- A grade, 90-95-A' grade, 95-100-A'' grade (upper limits exclusive)

March 31, 2007/RA/017

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## **EXECUTIVE SUMMARY**

Rajah Serfoji Government College (Autonomous) is the oldest institution providing quality higher education to all sections of society. Started with a view to catering to the educational needs of the socially, economically and educationally disadvantaged sections of society, the college has been providing higher education to all, since 1955 in the Thanjavur region of the Cauvery delta.

### **Curricular Aspects**

The college was granted autonomy by the UGC in 2004. Since then the college has been developing the curriculum and syllabi for the students as per the guidelines provided by the UGC and the affiliating University. The college went for NAAC accreditation in 2000 and subsequently re-accredited in 2007 with B<sup>++</sup> grading. Now the college is in the third cycle of reaccreditation. After the second cycle of reaccreditation the college has started 16 UG courses, 6 PG courses, 9 M. Phil. programmes and 19 Ph. D. programmes. At present, the college offers 22 UG programmes, 14 PG programmes, 9 M. Phil. programmes and 20 Ph. D. programmes in Science and Humanities. All the UG and PG courses are offered under semester system following Choice Based Credit System.

The college takes keen interest in developing various skills among the students by offering enrichment, add-on and skill development courses. In order to develop computer skills among the students the Computer Literacy Programme (CLP) is offered to all the first year UG students. The curriculum and syllabi for Under Graduate courses include Environmental Studies, Value Education and Gender Studies to make education a holistic one to the young students. Various co-curricular and extra-curricular activities are conducted to supplement the curricular aspects of the academic programmes.

### **Teaching, Learning and Evaluation**

The college has well qualified and experienced teaching faculty. There are 131 permanent faculty and 43 guest faculty against the sanctioned strength of 186. The workload of the vacant positions is shared by the existing faculty. Of the 131 permanent faculties, 78 members possess Ph. D. degree as highest educational qualification. 52 faculty members are with M. Phil. qualification and only one faculty is with PG qualification. Nine members of the temporary faculty are with Ph. D. qualification and 34 members are with M. Phil. Around

14.5 % of faculties have completed CSIR-NET, UGC-NET and SLET examinations.

Various innovative teaching learning methods are adopted besides the conventional lecture methods. All the departments are equipped with computers, printers and LCD projector to incorporate ICT in teaching and learning. The departments are also provided with internet and WiFi facility.

Student seminars, visits to industries and institutes, and field trips arranged by the departments, encourage and motivate the students to get better understanding and to update their knowledge in the chosen areas of their study. Students and scholars are also encouraged to participate and present papers in seminars, conferences and workshops conducted by other institutions and universities.

Every department has got a student club/association which conducts various co-curricular activities. These co-curricular activities are helpful in developing presentation skills and social interaction among the students.

The evaluation pattern under CBCS has two components - Continuous Internal Assessment and End Semester examinations. The CIA is done through Class Test, Mid Semester Test, Student Seminar, Assignment, Model Examination and Attendance. The aggregate marks of CIA and end semester examinations are taken to determine the successful completion of a course. Proficient students are encouraged with citation and cash awards every year. First two rank holders of UG and PG in the autonomy examinations appear for the ranking examinations conducted by the University for the rank holders of the university and the autonomous colleges.

### **Research and Extension**

The college takes keen interest in promoting research activities in all disciplines available in the college. At present Ph. D. programmes are offered in 10 departments and M. Phil. programmes in 8 departments. There are 50 approved research advisors in the college guiding 236 scholars in their doctoral programmes.

In the current assessment period 8 minor research projects and 6 major research projects are going on. One major project and 11 minor research projects have been completed during the assessment period. To develop research aptitude among the students, they are encouraged to apply for student research projects to various funding agencies. During the assessment period 16 student research projects have been awarded by TANSCHE and

TNSCST, Chennai. One M. Phil. Scholar has received the Malcolm Adiseshaih Award in Economics.

Apart from the department laboratories available for UG/PG practical experiments, 10 research laboratories are available to conduct research in specialized areas.

Extension activities are given due importance since they play a vital role in shaping the personality traits of the students. The college has NCC, NSS, YRC and RRC besides sports and cultural activities. The college has a well maintained sprawling play ground that helps the students develop their potential in sports and games. Our students participate in various camps, sports competitions, tournaments and cultural events at the state and national level. Students who are participating in various competitions and tournaments outside the campus are provided with travel and food allowances.

### **Infrastructure and Learning Resources**

The college has a total of 65 class rooms and 22 laboratories for conducting theory and practical classes. The Principal's Office and College Administrative Office, Office of the Controller of Examinations, an Audio Visual Hall, the Department of Physics, Computer Literacy Programme, and a few laboratories are located in the administrative block. The other class rooms and laboratories are located in other buildings and in the library block. Ladies staff and girl students are provided with separate waiting rooms. Ramps are built in the class room blocks to facilitate easy movement of physically challenged staff and students. Specially designed toilets have been constructed for physically challenged staff and students.

An auditorium with permanent audio visual facilities and with generator back up is made available for the conduct of seminars, conferences and other programmes. Digital Library, Multimedia Language Lab, Virtual Laboratory are available for the students to update their knowledge and enhance the skills. All the departments are provided with computers, printers and internet with wifi facilities. To ensure peace and safety of students and staff CCTV cameras are fixed at various places on the college campus.

### **Student Support and Progression**

The college conducts bridge courses and remedial courses for UG students every year. The academic progression of the students is taken care of by the Tutorial System adopted by the college. The college administration takes all care to facilitate timely disbursal of scholarships and other benefits under

various government schemes. The grievances of the students are redressed through Grievance Redressal Cell. The Anti-ragging Cell ensures that the inhuman act of ragging does not take place among the students through intensive monitoring and counseling. The women's Cell conducts various programmes for the girl students on handling gender issues. Free health camps are conducted every year for the students and the staff. All the students are covered under the group insurance scheme initiated by Bharathidasan University.

Special coaching classes conducted for students who appear for SLET/NET and TNPSC exams. The placement cell of this college conducts soft skills development courses to enhance the interpersonal and social skills of the students. The entrepreneur development cell conducts various skill development courses for the students which can be studied concurrently.

## **Governance Leadership and Management**

The Principal is the head of the administration of the college. Under the chairmanship of the Principal, there is a college council comprising heads of all the departments. The college council assists the Principal in the administration of the college by discussing various issues pertaining to administration and recommending solutions to the Principal. Apart from the college council, department staff councils discuss the issues of the department and present their request and recommendation to the Principal. The Principal with the help of the college council takes decisions to settle the issues and requirements in every quarter of the college administration. A governing body set up as per the UGC norms functions as an advisory and regulatory body to ensure successful administration of the college as per the rules and guidelines of the UGC.

The college Academic Council, Boards of Studies of the Departments and the Office of the Controller of Examinations ensure that the curriculum development, implementation and evaluation are done as per the guidelines and regulations of the UGC and the affiliating university.

## **Innovation and Best Practices**

The Tutorial system is one of the best practices the college adopts to ensure better success rate of the students. The students are also involved in the upkeep of the campus and increasing the green cover of the college campus. A lot of saplings were planted over the years which are maintained by the students. This practice motivates the students to conserve the environment and also to create awareness in the neighborhood. Solar lamps are installed as part

of the green initiatives of the college to tap in renewable energy. Incinerators are installed to destroy the bio-degradable wastes. Water filters are installed to ensure the supply of safe drinking water to all in the campus.

### **Future Plans**

The college gives prime importance to capacity addition to the infrastructure in order to provide a more conducive academic environment to foster the development of academic as well as research endeavors of students, scholars and staff. Proposals to build new classrooms, laboratories, a multipurpose auditorium, and sports facilities have been sent to the government.

New add on courses that can be concurrently done, will be started to equip the students with additional skills and facilitate them to earn extra credits in their degree courses. Steps will be taken to improve the laboratory and library facilities to develop research activities in the college. Efforts are being taken to meet the standards and norms required to apply to UGC for Centre of Potential for Excellence.

## Profile of the College

1. Name and Address of the College:

<b>Name</b>	RAJAH SERFOJI GOVERNMENT COLLEGE (Autonomous)			
<b>Address</b>	Near New Bus Station, Thanjavur			
<b>City</b>	Thanjavur	<b>PIN</b>	613005	<b>State</b>
<b>Website</b>	www.rsgc.ac.in			

2. For communication:

<b>Designation</b>	<b>Name</b>	<b>Telephone</b>	<b>Mobile</b>	<b>Fax</b>	<b>E-mail</b>
Principal	<b>Dr. S. ANBALAGAN</b>		9442008535		tnejrsgc@yahoo.com
Steering Committee Coordinator	Prof. <b>G. ARUNACHLAM</b> Associate Professor of English	04362-2226417	9842518739	04362-2226417	naacrsgc@gmail.com
IQAC Coordinator	Dr.P.MARIAPPAN Assistant Professor of Zoology		9865423322		iqacrsg@gmail.com

3. Status of the Autonomous College by management.

- I Government
- II Private
- III Constituent College of the University

4. Name of University to which the College is affiliated

BHARATHIDASAN UNIVERSITY

5. a. Date of establishment, prior to the grant of ‘Autonomy’: 23.06.1955

b. Date of grant of ‘Autonomy’ to the College by UGC: 11.09.2004

6. Type of Institution:

- a. **By Gender**
- i. For Men
  - ii. For Women
  - iii. Co-education

- b. **By Shift**
- i. Regular
  - ii. Day
  - iii. Evening

- c. **Source of funding**

- i. Government   
 ii. Grant-in-aid   
 iii. Self-financing   
 iv. Any other (Please specify)

7. It is a recognized minority institution? **No**

8. a. Details of UGC recognition:

<b>Under Section</b>	<b>Date, Month &amp; Year</b>	<b>Remarks(If any)</b>
i. 2 (f)	23.06.1955	Established prior to the introduction of 2 (f)
ii. 12 (B)	23.06.1955	Established prior to the introduction of 12 (B)

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

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

9. Has the college recognized

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

Yes  No

If yes, date of recognition: ..... (dd/mm/yyyy)

b. For its contributions / performance by any other governmental agency?

Yes  No

If yes, Name of the agency ..... and

Date of recognition: ..... (dd/mm/yyyy)

10. Location of the campus and area:

<b>Location</b>	<b>Semi-Urban</b>
Campus area in acres	44
Built up area in square meter	140277.89

11. Does the College have the following facilities on the campus (Tick the available facility)? In case the College has an agreement with other agencies in using such facilities provide information on the facilities covered under the agreement.

- Auditorium/seminar complex Yes  No
- Sports facilities
- \* play ground Yes  No
- \* swimming pool Yes  No
- \* gymnasium Yes  No
  
- Hostel
- \* Boys' hostels Yes  No

\* Girls' hostels Yes  No

• Residential facilities

\*for teaching staff Yes  No

\* for non teaching staff Yes  No

• Cafeteria Yes  No

• Health centre –

\* First aid facility Yes  No

\* Inpatient facility Yes  No

\* Outpatient facility Yes  No

\* Ambulance facility Yes  No

\* Emergency care facility Yes  No

Health centre staff –

\* Qualified doctor Full time  Part-time

\* Qualified Nurse Full time  Part-time

• Other facilities

\* Bank Yes  No

\* ATM Yes  No

\* post office Yes  No

\* book shops Yes  No

• Transport facilities

\* for students Yes  No

\* for staff Yes  No

• Power house Yes  No

• Waste management facility Yes  No

12. Details of programmes offered by the institution: (Give data for current academic year)(2014-2015)

Sl. No.	Programme Level	Name of the programme/ course	Duration (yrs)	Entry Qualification	Medium of instruction	Sanctioned/ approved Student intake	No. of students admitted
01	UG	Mathematics	3	Pass in Higher Secondary Examination	Tamil	40	41
		Mathematics	3		English	35	34
		Statistics	3		English	30	15
		Physics	3		Tamil	40	44
		Physics	3		English	35	41
		Comp Science-SI	3		English	30	33
		Comp Science-SII	3		English	30	26
		Chemistry	3		Tamil	40	40
		Chemistry	3		English	35	43
		Biochemistry	3		English	30	28
		Biotechnology	3		English	20	21
		Zoology	3		Tamil	40	51
		Zoology	3		English	35	44
		Tamil	3		Tamil	50	50
		English-SI	3		English	35	42
		English-SII	3		English	35	44
		Economics	3		Tamil	50	49
		Economics	3		English	50	48
		Commerce-SI	3		English	50	65
		Commerce-SII	3		English	50	62
		BBA-SI	3		English	50	65
		BBA-SII	3		English	50	62
02	PG	Mathematics-A	2	Pass in UG in respective subject	English	25	32
		Mathematics-B	2		English	25	31
		Statistics	2		English	20	16
		Physics	2		English	20	26
		Computer Science	2		English	20	35
		Chemistry-A	2		English	20	23
		Chemistry-B	2		English	20	23
		Biochemistry	2		English	20	24
		Zoology-A	2		English	25	20
		Zoology-B	2		English	25	21
		Tamil	2		Tamil	35	11
		English	2		English	30	38
		Economics	2		English	24	26
		Commerce	2		English	20	25
03	Integrated Masters	Nil		-	-		

04	M. Phil.	Mathematics FT Physics FT Comp Sci FT Chemistry FT Zoology FT Economics FT Commerce FT Business Adm. FT Business Adm. PT	1 1 1 1 1 1 1 1 2	Pass in PG in respective subject	English English English English English English English English English	15 20 11 15 15 15 20 15 15	15 19 11 15 05 10 20 07 01
05	Ph.D.	Mathematics Physics Chemistry Biochemistry Zoology Tamil English Economics Commerce Management		Pass in PG/ M. Phil. in respective subject	English English English English English English Tamil English English English English	8 Scholars will be allotted to each approved guide	02 02 04 02 04 15 09 05 01 -
06	Integrated Ph.D.	-	-	-	-	-	-
07	Certificate	-	-	-	-	-	-
08	Diploma	-	-	-	-	-	-
09	PG Diploma	-	-	-	-	-	-
10	Any other	-	-	-	-	-	-

13. Does the institution offer self-financed Programmes?

Yes  No   
If yes, how many?

14. Whether new programmes have been introduced during the last five years?

Yes  No   
If yes Number

15. List the departments: (Do not list facilities like library, Physical Education as departments unless these are teaching departments and offer programmes to students)

Science	Number	Number of Students
Under Graduate	8	1260
Post Graduate	7	521
Research Center(s)	5	084
Arts		
Under Graduate	4	1037
Post Graduate	3	177
Research Center(s)	4	041

<b>Commerce</b>		
Under Graduate	1	369
Post Graduate	1	60
Research Center(s)	1	21
Any other	-	-
Under Graduate	-	-
Post Graduate	-	-
Research Center(s)		

16. Are there any UG and/or PG programmes offered by the College, which are not covered under Autonomous status of UGC? Give details. Nil

17. Number of Programmes offered under (Programme means a degree course like BA, M.A., B.Sc., M.Sc., B.Com. etc.)

- a. Annual system
- b. Semester system
- c. Trimester system

18. Number of Programmes with

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

19. Unit Cost of Education

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

- (a) Including the salary component Rs.
- (b) Excluding the salary component Rs.

20. Does the College have a department of Teacher Education offering NCTE recognized degree programmes in Education?

Yes  No

If yes,

a. How many years of standing does the department have? ..... years

b. NCTE recognition details (if applicable) Notification

No.: ..... Date: .....(dd/mm/yyyy)

c. Is the department opting for assessment and accreditation separately?

Yes  No

18. Does the College have a teaching department of Physical Education offering NCTE recognized degree programmes in Physical Education?

Yes  No

If yes,

a. How many years of standing does the department have? ..... years

b. NCTE recognition details (if applicable) Notification

No.: ..... Date: ..... (dd/mm/yyyy)

c. Is the department opting for assessment and accreditation separately?

Yes  No

22. Whether the College is offering professional programme?

Yes  No

If yes, please enclose approval/ recognition details issued by the statutory body governing the programme.

23. Has the College been reviewed by any regulatory authority? If so, furnish a copy of the report and action taken there upon. -

24. Number of teaching and non-teaching positions in the College

Position	Teaching faculty						Non-Teaching Staff		Technical Staff					
	Professor		Associate Professor		Assistant Professor									
	M	F	M	F	M	F	M	F	M	F				
Sanctioned by the UGC/University/State Government/	-	-	Shift 1 = 165 + 4 Shift 2 = 23				66		18					
Recruited	-	-	14	10	86	21	24	02	09	05				
Yet to recruit	-	-	Shift 1 = 32 Shift 2 = 23				39		-	-				
Sanctioned by the Management/society or other authorized bodies	Guest Lecturers  Shift 1 = 19 (Govt) + 1(PTA) Shift 2 = 23													
Recruited Yet to recruit	Male 18; Female 25													

25. Qualifications of the teaching staff

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
<b>Permanent teachers</b>							
Ph.D.	-	-	10	3	59	02	74
M. Phil	-	-	11	0	26	19	56
PG	-	-	-	01	-	-	01
<b>Temporary teachers*</b>							
Ph.D.	-	-	-	-	07	02	09
M. Phil	-	-	-	-	10	24	34
PG	-	-	-	-	-	-	-
<b>Part-time teachers</b>							
Ph.D.	-	-	-	-	-	-	-
M. Phil	-	-	-	-	-	-	-
PG	-	-	-	-	-	-	-

\*appointed as guest lecturer

26. Number of Visiting Faculty/ Guest Faculty engaged by the College: Nil

27. Students enrolled in the College during the current academic year, with the following details: (2014-2015)

Students	UG		PG		M. Phil.		Ph.D.		Certificate	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
From the state where the college is located	584	364	104	247	26	77	18	22	-	-
From other states of India	-	-	-	-	-	-	-	-	-	-
NRI	-	-	-	-	-	-	-	-	-	-
Foreign	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>584</b>	<b>364</b>	<b>104</b>	<b>247</b>	<b>26</b>	<b>77</b>	<b>18</b>	<b>22</b>	<b>-</b>	<b>-</b>

28. Dropout rate in UG and PG (average for the last two batches)

UG 4.10 PG 3.01

29. Number of working days during the last academic year 182

30. Number of teaching days during the last academic year 180

31. Is the College registered as a study centre for offering distance education programmes for any University?

Yes  No

If yes, provide the

a. Name of the University

Bharathidasan University

b. Is it recognized by the Distance Education Council?

Yes  No

c. Indicate the number of programmes offered

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

33. Is the College applying for?

Accreditation : Cycle 1  Cycle 2  Cycle 3  Cycle 4

Re-Assessment:

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

Cycle 1: 17.04.2000; Three Stars

Cycle 2: 31.03.2007; B++

35. a. Date of establishment of Internal Quality Assurance Cell (IQAC): 24.07.2008

b. Dates of submission of Annual Quality Assurance Reports (AQARs).

- i) AQAR for year 2010-2011 on 27.10.2014 (resubmission)
- ii) AQAR for year 2011-2012 on 27.10.2014 (online submission)
- iii) AQAR for year 2012-2013 on 27.10.2014 (online submission)
- iv) AQAR for year 2013-2014 on 27.10.2014 (online submission)
- v) AQAR for year 2013-2014 on 27.07.2015 (online submission)

36. Any other relevant data, the College would like to include. (Not exceeding one page)

## **Criteria-wise Inputs**

## CRITERION I: CURRICULAR ASPECTS

### 1.1 CURRICULUM DESIGN AND DEVELOPMENT

1.1.1 How are the institutional vision/mission reflected in the academic programmes of the College?

Rajah Serfoji Government College was started in the year 1955 with the motto that reads in Tamil as "*Meiporul Kanpathu Arivu*", which means "To discern the ultimate truth is wisdom". With this motto, the college has been striving to realize its vision and mission, which are stated below:

#### **Vision:**

**To provide the youth with quality higher education, with nationalistic and moralistic spirit in order to empower the youth to overcome social and economical backwardness and to equip them to meet the standards of academic knowledge and research at the national and international level.**

#### **Mission:**

- To provide quality higher education to all with a special focus on educationally, economically and socially disadvantaged and underprivileged sections of the society.
- To provide quality higher education incorporating the latest developments in all spheres of knowledge in order to empower the students to cope with the changing needs and demands of professional excellence at the national as well as global level.
- To impart knowledge with practical, ethical, social and moral approaches, in order to hone the competencies of the students for enhancing their employability.
- To provide the students value based education to inculcate a sense of responsibility, righteousness, patriotism, and social awareness to make them responsible citizens of the country.
- To identify and bring out the potentials and latent talents of the students to enable them realize their goals and objectives in their chosen areas of knowledge and activities.
- To promote academic excellence and research aptitude among the students.

The college strives to translate its vision and mission into reality by taking all possible efforts in a focused manner, which are delineated below:

### **Education to All**

The college is located in the heart land of Cauvery Delta region, which primarily depends on agriculture for its sustenance. The population is primarily agrarian whose socio-economic fortunes solely depend on seasonal monsoons. The students who join the college for higher education hail from economically poor families who cannot afford the spiraling cost of higher education without the support of the government. Fully funded by the state government, the UGC, and other government funding agencies, the college provides quality higher education to those who come from economically and socially disadvantaged and under-privileged sections of the society at a very minimum cost. Being a government college even that cost is compensated with various types of fee concessions and scholarships the government gives to help the students belonging to SC/ST/MBC/BCs.

### **Keeping Pace with Time**

The college offers undergraduate, postgraduate, M. Phil. and Ph.D. programmes in Science, Humanities, and Languages (Tamil and English). The curriculum and syllabi of all the courses are periodically revised to incorporate the new knowledge in the respective fields and to modify the course content to keep the students abreast themselves of the latest developments in their fields of study. In the past five years the syllabi had been revised twice in the year 2011 & 2014. All the courses in the college are offered under Choice Based Credit System (CBCS).

Considering the interdisciplinary nature of the emerging knowledge, several elective and non-major elective courses have been introduced in UG and PG programmes to promote an aptitude for other areas of knowledge among the students. All the undergraduate students are given a certificate course in basic computer skills and use of internet through "Computer Literacy Programme (CLP)". On completion of the course the students are issued a certificate which is helpful in shaping their future career. It can also be registered as a technical qualification with the government employment exchange. After the second cycle of reaccreditation (2007) the following courses were started in addition to the existing programmes:

UG Programmes	- 04
PG Programmes	- 04
M. Phil. Programmes	- 09
Ph. D. Programmes	- 09 (PT) + 09 (FT) = 18

Sl. No.	Arts	Science
<b>Under Graduate Programmes</b>		
01	B. Lit. Tamil	B. Sc. Computer Science B. Sc. Biochemistry B. Sc. Biotechnology
<b>Post Graduate Programmes</b>		
02	M.A. Tamil	M.Sc. Statistics M. Sc. Biochemistry M. Sc. Zoology (Additional Section)
<b>Research Programmes – M. Phil.</b>		
03	Economics Commerce Business Administration (Full Time) Business Administration (Part Time)	Mathematics Physics Chemistry Zoology Computer Science
<b>Research Programmes – Ph. D.</b>		
04	Tamil English Commerce Economics Management	Mathematics Chemistry Zoology Biochemistry

### Efforts to Enhance Employment Opportunities

In the process of curriculum design utmost care is taken to incorporate the latest developments in various fields of knowledge. The course content has been enriched with an orientation towards practical application which will help the students acquire adequate skills to apply their knowledge in practice. Testing and evaluation is done in both theory and practice to ensure holistic learning. Introduction of papers like **Vermiculture, Sericulture, Aquaculture, Tourism and Travel Agency, Internet and Web Design, Auditing,**

**Entrepreneurial Development, International Economics, Foreign Investment in India, Clinical Biochemistry, Bioinformatics and Nanotechnology** in various courses at UG and PG level reflects the commitment of the institution to empower the students to cope with the changing needs and demands of professional excellence at the national as well as global level.

### **Value Based Education**

The curriculum for UG students includes **Value Education, Gender Studies, Public Health and Hygiene, Fundamentals of Yogic Practices, and Environmental Studies** to impart social, moral, and ethical values of life along with academic subjects. Equal importance is given to extension activities (co-curricular and extra-curricular) to identify and bring out the potentials and latent talents of the students. Students are encouraged to join National Cadet Corps, National Service Scheme, Youth Red Cross Society, Red Ribbon Club, Sports and Games, Consumer Forum, and other extension activities so that they can mould their character and acquire desirable qualities like positive leadership, camaraderie, patriotism and environmental awareness. Extension activities are made part of the curriculum under Part-5 and given credits under CBCS.

### **Qualitative Development in Academics and Research**

The teachers and the management work in tandem to promote academic excellence and research in various disciplines. M. Phil. and Ph. D. programmes have been started in Mathematics, Physics, Computer Science, Chemistry, Zoology, Economics, Commerce, Management, English, Tamil, and Biochemistry to provide opportunity to the students to continue their academic pursuit. Academic bodies such as Academic Council, Boards of Studies, Internal Quality Assurance Cell (IQAC), College Research Committee, and Department Research Committee strive at their best in shaping and promoting the overall academic progress of the institution.

Teachers are encouraged to update and reorient their knowledge, by participating in orientation and refresher courses, seminars, workshops, faculty development programmes *etc* and contribute their expertise in introducing new courses and enriching the existing ones. They are also encouraged to apply for research projects with the funding of agencies like UGC, DST, CSIR, CICT, CIIL, TANSCHE, TNSCST, ICMR, *etc.* Students are also encouraged to apply for student projects to various funding agencies. Efforts are being made to help the

teacher researchers set up their own research labs to carry out research in their chosen fields and to guide research scholars. Teachers with Ph.D. qualification are guiding full-time and part-time Ph.D. research scholars. They are also encouraged to publish their research work in nationally and internationally reputed journals and magazines. The curriculum and syllabi are constantly updated and several new programmes are being introduced with a view to enhancing the academic excellence of the college. Meritorious students are motivated and guided to pursue their higher education to scale greater academic heights, which would go all the way in enhancing the academic image of the college.

1.1.2. Describe the mechanism used in the design and development of the curriculum? Give details on the process (Need Assessment, Feedback, etc).

The college curriculum is designed by the respective Boards of Studies comprising of faculty members, subject experts from other institutions and the affiliating university and members from industry and alumni. The members of the Boards of Studies evolve the framework of the syllabi through collaborative and consensus discussion.

The need for the course in the present context, the relevance of the course content in realizing the objectives of the course, potential for employment and other career opportunities, possibilities for higher studies and research form the core components of the course design and curriculum.

The curriculum and syllabi are revised periodically. Feedback from the faculty, students, alumni, industry and subject experts are taken into account during the revision of the syllabi. The viability and the relevance of the opinions and the feedback received from various quarters are discussed in the Boards of Studies for incorporating in the successive revisions of the syllabi.

The draft proposals of the revised syllabi are placed in the Academic Council for approval. The academic council comprises of professionals (physicians, engineers, lawyers, auditors, etc.), industrialists, educationists and university nominees. The council discusses the draft proposals and suggests necessary modifications before approving them. The guidelines given by the UGC, Bharathidasan University, and Tamil Nadu State Council for Higher Education (TANSCHE) are taken as guiding principles while framing and revising the syllabi.

1.1.3 How does the College involve industry, research bodies, and civil society in the curriculum design and development process? How did the College benefit through the involvement of the stakeholders?

The curriculum design and development of the college involves the respective Boards of Studies and the Academic Council of the College. The members of the board of studies draft the syllabus, if it is a new course or revise the syllabus of the existing courses. The draft syllabus of the courses is submitted to the college academic council for approval. The academic council discusses the draft proposals, and suggests necessary modifications before approving them.

The subject experts from the university and other institutions, representatives from various sections of the society discuss the draft syllabi and provide various inputs based on their expertise, experience, and expectations. Valid suggestions are incorporated into the syllabi before approval. The presence of the subject experts and representatives from various sections of the society, in the academic council is immensely useful in enriching the syllabi and the course content to suit the needs and demands of the higher education, research, and employment.

The composition of the Board of Studies and Academic Council is given below.

### **Composition of Board of Studies**

1. Head of the Department concerned: Chairman
2. All the teachers in the Department: Members
3. Two experts in the subject from outside the College to be nominated by the Academic Council.
4. One expert to be nominated by the vice-chancellor from a panel of six recommended by the college principal.
5. One representative from industry/corporate sector/allied area relating to placement
6. One postgraduate meritorious alumnus to be nominated by the principal.

The chairman, Board of Studies may, with the approval of the principal of the college, co-opt: (a) Experts from outside the college whenever special courses of studies are to be formulated. (b) Other members of staff of the same faculty

The term of the nominated members is 2 years.

## Composition of Academic Council

1. The Principal: Chairman
2. All the Heads of Department in the College: Members
3. Four teachers of the college representing different categories of teaching staff by rotation on the basis of seniority of service in the College.
4. Not less than four experts from outside the college representing such spheres as Industry, Commerce, Law, Education, Medicine, Engineering etc., to be nominated by the Governing Body of the College.
5. Three nominees of the University
6. A faculty member (Member Secretary) nominated by the principal.

The term of the nominated members is 2 years

### 1.1.4. How are the following aspects ensured through curriculum design and development?

The mechanism, the college uses in developing, enriching, and revising the curriculum and syllabi, involves faculties, subject experts, alumni, professionals, industrialists, and university nominees. The college Academic Council discusses the curricula and the syllabi developed by the Boards of Studies before approving them for implementation. In the two-step process, all care is taken to ensure that the aspects of employability, innovation, and research are incorporated into the curriculum and the syllabi. Some of the papers to incorporate the aspects of employability, innovation, and research in the latest revision of the syllabi are given below:

EMPLOYABILITY	INNOVATION	RESEARCH
<b>01 LIFE SCIENCES</b>		
<b>Zoology</b> Entomology Aquaculture Apiculture & Sericulture Vermiculture  <b>Biochemistry</b> Clinical bio-chemistry Advanced Pharmaceutical Chemistry Chemistry Genetic engineering Bio-informatics & Nanotechnology  <b>Biotechnology</b> Bioprocess Technology Enzyme Technology	<b>Zoology</b> Biotechnology and Bioinformatics Nanotechnology  <b>Biochemistry</b> Advanced Pharmaceutical Chemistry Biostatistics and Research Methodology Bioinformatics and Nanotechnology  <b>Biotechnology</b> Enzyme Technology (in UG course)	<b>Zoology</b> Research Methodology Biostatistics Bioinstrumentation  <b>Biochemistry</b> Analytical Technique and Bio-informatics  <b>Biotechnology</b> Biostatistics Bioinformatics Tissue Culture Techniques
<b>02 PHYSICAL SCIENCES</b>		
<b>Physics</b> Basic Electronics (Theory & Practical) C Programming Solid State Physics (Semiconductor) Microprocessor Thin Film Physics Nano Physics LASER and Application Communication Electronics	<b>Physics</b> Thin Film Physics Ultrasonics Non- linear Optics Nano-materials Crystal Growth Nanophysics Microcontrollers	<b>Physics</b> Research Methodology Thin Film Physics Nano Physics Crystal Growth Ultrasonics Non- linear Optics

<b>Chemistry</b> Nano and Computational chemistry Chemistry in Everyday life Organic Chemistry Organic Chemistry Inorganic Chemistry Industrial Chemistry Principles and Advances in Medicinal Chemistry	<b>Chemistry</b> Photo-green Synthesis Chemistry in Everyday life Nano and Computational Chemistry Green Chemistry Basic Aspects of Photocatalyses	<b>Chemistry</b> Analytical techniques and Bioinformatics. Research Methodology & Laboratory Techniques
<b>03 MATHEMATICAL SCIENCES AND COMPUTER SCIENCE</b>		
<b>Computer Science</b> PHP (Hypertext Pre Processor) and Android Grid Computing Web Technologies	<b>Computer Science</b> Human - Computer Interaction Server side Scripting Open Source Technology	<b>Statistics</b> Operations Research Sampling Techniques Statistical Quality Control Design of Experiments Multivariate Analysis Stochastic Process
<b>Statistics</b> Descriptive Statistics Sampling Techniques Statistical Quality Control	<b>Statistics</b> Statistical Packages and Software	<b>Mathematics</b> Methods of Man Power Planning Modern Stochastic Process Advanced Stochastic Process
<b>Mathematics</b> LaTeX	LATEX and Programming in C++. Cryptography and Differential Geometry introduced instead of Number theory and Fuzzy Set Theory for PG students. Number Theory and Discrete Mathematics papers introduced at UG level	

<b>04 HUMANITIES</b>		
<p><b>Commerce</b></p> <p>Computer Applications in Business NSE's Certification in Financial Markets (NCFM) modules by NSE included in the paper 'Fundamentals of Financial Market' Entrepreneurial Development Entrepreneurship and Small Business Management E-commerce Security Analysis and Portfolio Management</p> <p><b>Business Administration</b></p> <p>Banking and Financial Services Customer Relationship Management Profit Planning and Control Entrepreneurial Development E-business</p> <p><b>Economics</b></p> <p>Capital Market Entrepreneurial Development Finance and Banking Regulation Managerial Economics Marketing Management</p>	<p><b>Commerce</b></p> <p>Executive Self Development In the Paper "e-Commerce", a 'practical session on online marketing and banking' is included. Social Laws</p> <p><b>Business Administration</b></p> <p>Customer Relationship Management Profit Planning and Control E-business</p> <p><b>Economics</b></p> <p>Fundamentals of Financial Market Capital Market International Economics Financial Regulations and Banking Supervision</p>	<p><b>Commerce</b></p> <p>Research Methodology Statistical Tools for Business Quantitative techniques for Business Decision</p> <p><b>Business Administration</b></p> <p>Research Methodology Statistical Tools for Business</p> <p><b>Economics</b></p> <p>Research Methodology Statistics for Economics Mathematical Methods Basic Mathematics SPSS &amp; AMOS</p>

<b>05 LANGUAGE &amp; LITERATURE</b>		
<b>Tamil</b> Tamil for Competitive Examinations (பணித்தேர்வுத் தமிழ்) Journalism Mass communication Tourism  <b>English</b> English Language Teaching Translation: Theory and Practice Journalism Writing Skills Conversational English	<b>Tamil</b> Feminism (பெண்ணியம்)  <b>English</b> Testing of oral competency is included in general English course offered in Part II Women's writing in English Indian Women Writers in English Single Author Study in World Literary Perspective-Rabindranath Tagore Afro-Caribbean Literature Classics: Eastern and Western (World Literature in Translation)	<b>Tamil</b> Research Methodology (ஆராய்ச்சி நெறிமுறைகள்)  <b>English</b> Rhetoric and Research Methodology

### 1.1.5. How does College ensure that the curriculum developed address the needs of the society and have relevance to the regional/national developmental needs?

The development of the curriculum involves the collaborative thinking and participation of various stakeholders like students, parents, teachers, and the society at various levels. In the post globalization era the scenario of higher education largely projects the demand for specialized knowledge which results in compartmentalizing different areas of knowledge in a discipline. This demand is very well addressed by institutions that provide technical and professional education. However, this college which offers UG and PG courses has very well understood the need for providing a composite knowledge in basic sciences and humanities besides teaching Tamil as first language and English as second language.

The curriculum for the undergraduate courses is designed with an orientation towards providing a holistic and composite knowledge in the respective disciplines so that the students can adapt themselves to the demands of higher education, employment, and other career opportunities in future. Students who complete under-graduation in basic sciences and humanities have wide range of opportunities in higher education and career prospects. For example, students who complete B.Sc. Physics can continue their higher education in the same discipline as well as other related and inter-disciplinary fields like Biophysics, Medical Physics, Electronics, Computer Applications, Astrophysics and Astronomy. B.Sc. Computer Science students can continue their higher education in the same discipline as well as MCA and M.Sc. (Information Technology). B.Sc. Zoology students can continue their higher education in the same discipline as well as other related and inter-disciplinary fields like Biophysics, Biotechnology, Microbiology, Marine Biology and Bioinformatics. B.Sc. Chemistry students can continue their higher education in the same discipline as well as other related and inter-disciplinary fields like Biochemistry, Industrial Chemistry, and Organic Chemistry. Those who have completed B.Sc. Biochemistry can continue their higher education in the same discipline as well as other related and inter-disciplinary fields like Biophysics, Biology, Marine Biology, Bioinformatics and Biotechnology. B.Sc. Mathematics and Statistics graduates have avenues in Computer Applications, Engineering Subjects and almost in all areas of human activity.

B.Com. and BBA students can opt for higher education in their respective fields apart from the avenues in corporate and industrial sectors. B.A. Economics

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students have a lot of opportunity in Industry, Trade and Commerce, Statistical Applications and Environmental Auditing.

Students who are pursuing Tamil and English language and literature mainly opt for teaching profession, mass media, tourism industry, linguistic research, translation, epigraphy, folklore and administrative positions in government and non-government sectors. They also proceed to do research in their respective fields, education and linguistics.

Students who complete post graduation in this college can carry out research in their chosen areas or proceed to shape their career in the areas of their choice.

A plethora of opportunity provided by higher education at a very minimum cost to all sections of people has made the institution a haven of higher education for all, in particular to the socially and economically backward sections of society.

With no major industry, the socio- economic condition of this Cauvery Delta region generally depends on agriculture which is no longer lucrative in the present context. The employment opportunities generated through agriculture and other related activities are not sufficient and promising. Majority of the students, who join the college, hail from socially and economically weaker sections of society, who aspire for social and economic security through a decent employment in government or private sectors. Since the job requirements in government as well as private sectors demand a minimum of under graduation in any discipline, the students look for acquiring an under graduation with minimum economical liability without banking much on the domestic financial support.

The financial and logistical support from the state government is a great boon to the students hailing from mainly the weaker sections of society to acquire higher education in spite of their poverty. The institution is fully aware of this fact and has designed the curriculum to enable the students of this predominantly rural area to equip themselves with adequate knowledge to match their counterparts elsewhere. Besides enriching the curriculum of physical sciences, biosciences and humanities to suit the demands of the society and industry at the state as well as national level, elements of environmental studies, gender studies, value education and health education are also included in the course content to develop a holistic personality among students.

1.1.6 To what extent does the College use the guidelines of the regulatory bodies for developing or restructuring the curricula? Has the College been instrumental in leading any curricular reform which has created a national impact?

The college had been following the curriculum and syllabus prescribed by the Bharathidasan University until it was granted autonomy in September 2004. After the grant of autonomy the college designed its own curriculum following the norms prescribed by the UGC, the affiliating university and the state government. The college judiciously exercises the academic freedom granted through autonomy status in designing, restructuring and enriching the curriculum taking into account the needs and demands of the people of the region and the country in general. The college has been following CBCS since its introduction in 2005. The college has duly constituted its own Boards of Studies and Academic Council as per the norms of the UGC. In designing, revising and administering the curriculum, the college follows the guidelines given by the UGC, Bharathidasan University, and the Tamil Nadu State Council for Higher Education (TANSCHE) as guiding principles.

## **1.2 ACADEMIC FLEXIBILITY**

1.2.1 Give details on the following provisions with reference to academic flexibility

a. Core/Elective options

### **Details of Courses and Credit Allocation**

Under CBCS the UG students can have papers in parts I, II, III, IV and V to acquire a total of 140 credits to complete under graduation. In Part I, Part II and the Allied papers under Part III are spread over 4 semesters. The core papers can be studied in all the six semesters. Electives (major and non-major), general papers and skill-based papers are spread over all the six semesters. The credit for extension activities under Part V is based on the performance of the student in all the six semesters. The credit distribution for the UG course is given below:

### **Distribution of Credits**

<b>UG</b>	<b>Part</b>	<b>Course</b>	<b>Papers</b>	<b>Credits</b>	<b>Total Credits</b>
	I	Tamil	4	3	12
	II	English	4	3	12
	III	Core	8	5	60
			5	4	

		Major Electives	3	4	12
		Allied	6	4	24
		Non-Major Electives***	2	4	8
IV	ES,VE*	2	2	4	
	Skill Based	3	2	6	
V	GS**	1	1	1	
	Extension Activities		1		1
Total Papers			38		140

\*ES- Environmental Studies; VE-Value Education; \*\* GS-Gender Studies

#### List of Non-major Electives during 2011-2014

Sl. No.	Department	Title of The Paper
01	English	Conservational English
		Writing English
02	Economics	Problems of Indian Economy
		Economic Concepts and Principles
03	Commerce	General Commercial Knowledge
		Advertising Management
04	Business Management	Marketing Management
		Advertisement and Sales Promotion
05	Mathematics	Graph Theory
		Basic Mathematics
06	Statistics	Vital Statistics
		Statistical Data Analysis
07	Physics	Domestic Electrical Appliances
		Bio-Physics
08	Computer Science	Internet and Web Design
		Fundamentals of Information Technology
09	Chemistry	Agricultural Chemistry
		Industrial Chemistry
10	Zoology	Economic Zoology
		Public Health and Hygiene
11	History	<i>Indiya Suthanthira Porattam</i>

List of non-major electives (UG)(2015-2016 onwards)

S. No.	Department	Title of The Paper
01	Tamil	Panithervu Tamil
02	English	Conversational English
		Writing Skills
03	Economics	Problems of Indian Economy
		International Economics
04	Commerce	Fundamentals Of Financial Market
		Principles Of Insurance
05	Business Administration	Customer Relationship Management
		Advertising And Sales Promotion
06	Mathematics	Graph Theory
		Numerical Methods
07	Statistics	Biostatistics
		Statistical Data Analysis
08	Physics	Domestic Electrical Appliances
		Biophysics
09	Computer Science	Introduction To Information Technology
		Introduction To Information Technology
10	Chemistry	Agricultural Chemistry
		Industrial Chemistry
11	Zoology	Economic Zoology
		Public Health and Hygiene
12	Biochemistry	Nutrition Health Science
13	Biotechnology	Health Education
14	History	History of Indian Freedom Struggle

PG students have 13 core papers, 5 elective papers and 1 project work in core area to acquire total credits of 90.

PG	Course	No of Papers	Credits	Total Credits
	Core	Papers 13	5	70
		Project 1		
	Elective	5	4	20
Total		19	-	90

M. Phil. students have 4 core papers and 1 project work in core area to acquire a total of 24 credits to complete the course in one academic year spread over two semesters. Of the 4 core papers one paper is taken in the area of research chosen by the student.

M. Phil.	Courses	No of Papers	Credits	Total Credit
	Core	4	4	16
	Project	1	8	8
	Total	5	-	24

b. Enrichment courses

Fully aware of the need for empowering the students with additional skills and competencies in order to enhance their employability, the college is conducting the following courses at present:

At present the following courses are being offered by the Physics department.

- **Solar Cell Fabrication and Testing:** A 50 hours course is conducted for UG/PG/M. Phil. Physics students from the academic year 2014-2015. The course is sponsored and supported by Ministry of Human Resources Development (MHRD), National Center for Photovoltaic Research Education (NCPRE), Ministry of New Renewable Energy and Indian Institute of Technology-Bombay. This course involves major applications of a paper in thin film physics being offered to the PG students of Physics department.
- A short term course entitled “**Robotics**” is being conducted by Physics Department from the Academic Year 2014-2015. The course content is complementary to the Basic Electronics papers offered in B.Sc. Physics. This course is sponsored by Electronics Corporation of India Limited (ECIL) and Electronic Corporation of Information Technology (ECIT).

c. Courses offered in modular form: Nil

d. Credit transfer and accumulation facility

- Transfer of credit is possible under the CBCS. Students who wish to do a part of their course (e.g. one semester) in another college/university are permitted to do so, and the credits, they earn there, are included in the credit system of the college for the award of the degree. This applies to both national and international institutions.

- Credit transfer facility for students migrating from other institutions is available in our curriculum.
- Under the credit transfer system one of our students doing M. Sc. Mathematics did her third semester in University of Leicester, UK and is pursued her fourth semester in our college.
- At present accumulation of credit is not in practice. However, the recent revision of curriculum and syllabi has given provision for that. Credit accumulation is made possible from the academic year 2015-2016.
- From the academic year 2015-16 PG students can opt for one self study paper of inter disciplinary nature for accumulation of extra credit. They can choose the paper from the list of electives given in the following table:

**List of Electives from the Academic Year 2015-2016**

UNDER GRADUATE PROGRAMME		
Code	Title	Credit
<b>Department of Tamil</b>		
MEC1	Kalvettiyal	4
MEC2	Payanmurai Thamizh	4
MEC3	Ithazhiyal	4
MEC4	Tamizhin Chemmozhi Panpugal	4
MEC5	Tourism (கடற்றுலாவியல்)	4
<b>English</b>		
MEC1	English Language Teaching	4
MEC2	Principles of Literary Criticism	4
MEC3	Journalism	4
MEC4	Studying Novels	4
MEC5	Translation Tasks	4
<b>Biochemistry</b>		
MEC1	Biochemistry of Plants and Microbes	4
MEC2	Food and Nutrition	4
MEC3	Basic Biotechnology	4
MEC4	Biomedical instrumentation	4
MEC5	Public Health and Hygiene	4
<b>Biotechnology</b>		
MEC1	Bioinformatics	4
MEC2	Immunotechnology	4
MEC3	Biotechnology and Health	4
MEC4	IPR, Biosafety and Bioethics	4
MEC5	Food processing technology	4

<b>Chemistry</b>		
MEC1	Physical Chemistry – I	4
MEC2	Analytical Chemistry	4
MEC3	Organic Chemistry – II	4
MEC4	Food Chemistry and Technology	4
MEC5	Basic Clinical and Pharmaceutical Chemistry	4
<b>Computer Science</b>		
MEC1	Computer Architecture	4
MEC2	Software Engineering	4
MEC3	Computer Networks	4
MEC4	Web Design	4
MEC5	E-Commerce	4
<b>Mathematics</b>		
MEC1	Programming in C	4
MEC2	Numerical Analysis	4
MEC3	Astronomy	4
MEC4	Mathematical Modelling	4
MEC5	Fluid Dynamics	4
<b>Physics</b>		
MEC1	Electricity and Magnetism	4
MEC2	Basic Electronics	4
MEC3	Microprocessor and C Programming	4
MEC4	Domestic Electrical appliances	4
MEC5	Energy Physics	4
<b>Statistics</b>		
MEC1	Programming in Fortran 77	4
MEC2	Numerical Methods	4
MEC3	Computer Programming in C	4
MEC4	Bio Statistics	4
MEC5	Reliability theory for Industries	4
<b>Zoology</b>		
MEC1	Genetics	4
MEC2	Microbiology and Immunology	4
MEC3	Biotechnology	4
MEC4	Aquaculture	4
MEC5	Poultry Science	4

<b>Business Administration</b>		
MEC1	HTML Lab (Practical)	4
MEC2	Advertising and Sales Promotion	4
MEC3	Management of Banks and Financial Institutions	4
MEC4	Insurance	4
MEC5	Stress Management	4
<b>Commerce</b>		
MEC1	Business Communications	4
MEC2	Labour Laws	4
MEC3	Financial Services	4
MEC4	Supply Chain Management	4
MEC5	Business Operations Management	4
<b>Economics</b>		
MEC1	Environmics	4
MEC2	Advertisement Management	4
MEC3	Tamil Nadu Economy	4
MEC4	Business Correspondence	4
MEC5	Security Analysis	4
<b>POST GRADUATE PROGRAMME</b>		
<b>Department of Tamil</b>		
EC1	Bharathiyam	4
EC2	Oppilakkiyam	4
EC3	Penniyam	4
EC4	Thirukkural (Parimelazhagar urai)	4
EC5	Makkal Thagaval Thodarbial	4
EC6	Sinthanaiyial	4
EC7	Kamban	4
<b>English</b>		
EC1	Indian Women Writers in English	4
EC2	Translation: Theory and Practice	4
EC3	Single Author study in World Literary Perspective – Rabindranath Tagore	4
EC4	Rhetoric and Research Methodology	4
EC5	Indian Women Novelists in English	4
EC6	Public Speaking	4
EC7	Study of Indian Theatre	4
<b>Biochemistry</b>		
EC1	Evolutionary and Environmental Biology	4
EC2	Endocrinology	4
EC3	Genetic Engineering	4
EC4	Biotechnology	4

EC5	Biostatistics and Research Methodology	4
EC6	Agricultural Biochemistry	4
EC7	Intellectual Property Rights (IPR) and Bio-Safety	4
<b>Chemistry</b>		
EC1	Analytical Chemistry	4
EC2	Inorganic Chemistry - II	4
EC3	Industrial Chemistry	4
EC4	Physical Chemistry - III	4
EC5	Nano and Computational Chemistry	4
EC6	Applied Chemistry	4
EC7	Recent Trends in Chemistry	4
<b>Computer Science</b>		
EC1	Cryptography and network security	4
EC2	Mobil Communications	4
EC3	Data Mining and Warehousing	4
EC4	Open source Technologies	4
EC5	Software Testing	4
EC6	System Modelling and Simulation	4
EC7	Cloud Computing	4
<b>Mathematics</b>		
EC1	Graph Theory	4
EC2	Numerical Analysis	4
EC3	Number Theory	4
EC4	Discrete Mathematics	4
EC5	Mathematical Methods	4
EC6	Linear Algebra	4
EC7	Non Lineal Differential Equations	4
<b>Physics</b>		
EC1	Communication Electronics	4
EC2	Applied Mathematical Physics	4
EC3	Thin Film Physics	4
EC4	Lasers and Applications	4
EC5	Nano Physics	4
EC6	Non linear optics	4
EC7	Materials Science	4
<b>Statistics</b>		
EC1	Real Analysis and Linear Algebra	4
EC2	Stochastic Processes	4
EC3	Computer Programming with C++	4
EC4	Statistical Software Packages	4
EC5	Demography	4
EC6	Research Methodology	4
EC7	Health Statistics and Clinical Trials	4

<b>Zoology</b>		
EC1	Sericulture	4
EC2	Aquaculture	4
EC3	Vermiculture and Apiculture	4
EC4	Microbiology	4
EC5	Biotechnology and Bioinformatics	4
EC6	Public Health and Hygiene	4
EC7	Dairy Science	4
<b>Commerce</b>		
EC1	E-Commerce	4
EC2	Consumer Empowerment	4
EC3	Export Marketing	4
EC4	Indirect Taxes	4
EC5	Cooperative Law and Practice	4
EC6	Insurance Management	4
EC7	Corporate Tax Planning	4
<b>Economics</b>		
EC1	Economics of Growth and Development	4
EC2	Financial Regulation and Banking Supervision	4
EC3	Entrepreneurship Development	4
EC4	Marketing Management	4
EC5	Managerial Economics	4
EC6	Computer Application in Business Economics	4
EC7	Economics for SET/NET	4

e. Lateral and vertical mobility within and across programmes and courses

At present, there is no demand for vertical mobility within and across programmes and courses. However, students of other colleges who discontinue their studies in the middle of their course shall be permitted to join in our college under student mobility scheme subject to the regulations framed by the Academic Council.

The students of our college who discontinue their studies in the middle of their programmes are able to continue their studies through the Centre for Distance Education of Bharathidasan University and other institutions subject to the terms and conditions stipulated for credit transfer and student mobility.

1.2.2 Have any courses been developed specially targeting international students? If so, how successful have they been? If 'no', explain the impediments.

No. The College was started with a vision to primarily cater to the higher education of the students of this region, and has been striving with all its resources to provide quality higher education to the socially and economically backward sections of the society. The college aims to bring in both material and human resources to enable the students to equip themselves to meet the national as well as global parameters in higher education. At present the college does not have any impediments to start a programme to target international students, but the college has not realized any need for that in the immediate social environment, and is committed to translating into reality, the vision and mission with which the institution was started.

1.2.3. Does the College offer dual degree and twinning programmes? If yes, give details : No

1.2.4. Does the College offer self-financing programmes? If yes, list them and indicate if policies regarding admission, fee structure, teacher qualification and salary are at par with the aided programmes? No.

1.2.5. Has the College adopted the Choice Based Credit System (CBCS)? If yes, how many programmes are covered under the system?

Yes. All the UG (22), PG (14) and M. Phil. (9) programmes are covered under the Choice Based Credit System.

1.2.6. What percentage of programmes offered by the College follows?

Annual system	: Nil
Semester system	: 100
Trimester system	: Nil

1.2.7. What is the policy of the College to promote inter-disciplinary programmes? Name the programmes and what is the outcome?

The college does not run any inter disciplinary programme. The major recruitment agencies like UPSC, TNPSC, and TRB often change their policies regarding inter-disciplinary courses. The demand for inter disciplinary courses is not much because of changing policies of recruitment agencies. Hence at the under graduate level majority of the students opt for courses in core areas to increase their chances of eligibility for employment in government sectors. Inter

disciplinary courses are highly useful for those who want to pursue higher studies and research in those areas. Now the college offers research programmes in various disciplines and efforts are being made to offer inter disciplinary programmes based on needs and demands.

However, the curriculum offers elective papers in all disciplines with the aim of providing inter-disciplinary approach among various subjects. From a pool of papers offered in different disciplines the students can choose two elective papers from different disciplines as elective subjects under CBCS. This system offers the students an opportunity to access knowledge across various disciplines.

### **1.3. CURRICULUM ENRICHMENT**

**1.3.1** How often is the curriculum of the College reviewed for making it socially relevant and/or job oriented/knowledge intensive and meeting the emerging needs of students and other stakeholders?

The college revises the curriculum and syllabi periodically to ensure that they are relevant to the needs of the society and to incorporate the latest developments for increasing the opportunities in employment and research. After the grant of autonomy on 11 September 2004, the curriculum and the syllabi under the autonomous system were framed in the same academic year. The new curriculum and the syllabi were implemented in the academic year 2004-2005. Subsequently the syllabi were revised in 2005, 2007, 2010 and 2014. The latest revision was done in 2014, which will be adopted from the academic year 2015-2016. There is provision in the autonomous administration to revise or restructure the components of the syllabi at any point of time if required. The boards of studies of Tamil, English, Statistics, and Mathematics carried out some changes in their syllabi based on feedbacks from the students and the subject experts in August 2012 and in February 2014.

**1.3.2** How many new programmes have been introduced at UG and PG level during the last four years? Mention details.

Inter-disciplinary: Nil

Programmes in emerging areas

- 1. B. Sc. Biotechnology**
- 2. M. Sc. Biochemistry**

1.3.3. What are the strategies adopted for revision of the existing programmes? What percentage of courses underwent a major syllabus revision?

Feedbacks on the viability, effectiveness, employability and knowledge level in the curriculum are collected periodically from students, alumni, parents, subject experts, industry, and professionals through formal and informal methods.

The outcomes of the feedbacks are discussed in the staff meetings and the Boards of Studies of the departments. Any recommendation for changes or revisions in the syllabi is presented at the annual meeting of the college Academic Council. The college Academic Council discusses the recommendations and ratifies the changes and revisions in the syllabi in the ensuing academic year.

1.3.4. What are the value-added courses offered by the College and how does the College ensure that all students have access to them?

Special classes for developing communication skills in English and soft skills are conducted for the benefit of the students out of the college hours. Steps are being taken to conduct concurrent courses in communicative English and Soft Skills.

1.3.5. Has the College introduced any higher order skill development programmes in consonance with the national requirements as outlined by the National Skills Development Corporation and other agencies?

Steps are being taken to offer the following courses to the students of our college from the academic year 2015-2016.

- Electrical Wiring
- Plumping
- Photography
- Cell Phone Services

#### **1.4. FEEDBACK SYSTEM**

1.4.1. Does the College have a formal mechanism to obtain feedback from students regarding the curriculum and how is it made use of?

Feedbacks from all stakeholders are regularly obtained to assess and evaluate the overall performance of the institution in planning and executing the curricular and other administrative aspects.

## The Mechanism

- Feedback forms with questions on various parameters in curriculum and syllabi, faculty, extension activities, infrastructure, student support, and evaluation methods are given to students to obtain their feedback.
- A five point rating scale is used in the feedback forms.
- Feedbacks on curricular aspects are obtained from subject experts, academicians, industry, professionals, parents, and people from various walks of social life.
- Expert opinion on curricular aspects is received from both domestic and foreign subject experts and researchers.

The feedbacks from various quarters are analyzed and consolidated for further action.

- Feedbacks on curricular and evaluation aspects are compiled and discussed by the departments concerned. Necessary action is taken on those issues which can be addressed by the department and the college administration. Issues involving curriculum revision and enrichment are addressed in academic bodies like Boards of Studies and Academic Council for necessary action.
- Student feedbacks on teachers are discussed in the departments and necessary follow up action is taken for the improvement of the teaching-learning process.
- Student feedbacks on infrastructure, extension activities, and student support are presented at the College Council for necessary follow up.
- Feedbacks from parents are given due importance for the improvement of the college and the students.

1.4.2. Does the College elicit feedback on the curriculum from national and international faculty? If yes, specify a few methods adopted to do the same - (conducting webinar, workshop, online forum discussion etc.). Give details of the impact on such feedback

- All possible steps are taken to get feedbacks on the existing curriculum and on enriching it from faculty and researchers who work in reputed institutions at the national and international level.
- Faculty members regularly interact with their counterparts and researchers in institutions within the country and abroad on issues related to curriculum design and development.
- The inputs from those correspondences are presented during the meetings of the Boards of Studies and the Academic Council for development and revision of curriculum and syllabi.

1.4.3. Specify the mechanism through which alumni, employers, industry experts and community give feedback on curriculum enrichment and the extent to which it is made use of.

Feedbacks from employers, industry experts and others interested in academics are received through personal interaction with faculty on various occasions like field trips, seminars, workshops, symposia, central valuation, and visits to other institutions. The inputs from those interactions are shared by the faculty among them which are widely discussed in staff meetings and academic bodies like Boards of Studies for arriving at valid and effective changes in curricular aspects.

Feedbacks are also received through postal and electronic mail and they are taken up during the faculty meetings for consolidation.

1.4.4. What are the quality sustenance and quality enhancement measures undertaken by the institution in ensuring effective development of the curricula?

The Boards of Studies, the IQAC, the College Research Committee, and the Academic Council of the college periodically meet to discuss the viability and the quality parameters of the curriculum and make necessary recommendations for quality enhancement of the curriculum and the syllabi.

Workshops and seminars on curriculum development are arranged for the faculty in the college. Faculty are encouraged to attend workshops and seminars in curriculum development and the knowledge gained through such academic exercises contribute greatly to qualitative improvement of the curriculum and syllabi.

The following programmes were conducted in the college:

- Faculty development training on “Quality Assurance in Higher Education” was organized by IQAC on 27.12.2013. Dr. M. Daniel, Coordinator, IQAC-Bharathidasan University, Thiruchirapalli imparted training to the staff members.
- Special lecture on “IQAC/NAAC Report Preparation: Dos and Don’ts” for IQAC members was delivered on 10.01.2014 by Dr. Lakshmi, Principal, Government College, Peravurani.
- Orientation Programme on “Accreditation of Higher Education Institution” was conducted on 01.08. 2014. Dr. A. Vasudevan, Associate Professor and Head, Department of English, Dr. V. Krishnan, Associate Professor of Tamil, and Dr R.T. Karunagaran, Assistant Professor of Physics, Government Arts College, Udumalpet were served as resource persons.

**Regarding Curricular Aspects the institution would like to present the following aspects:**

- The students who discontinue their programs or those who fail to complete their courses can complete their programs whenever they can, with the same or equivalent syllabi.
- As per the university regulations, students who are not able to appear for the first semester examination have to discontinue the course. However, in our college they can continue to pursue their studies and can redo the first semester after the completion of the final semester.
- The flexibility of combining the conventional and the distance education courses is available for the students to utilize. The functioning of the Distance Education Centre of the Bharathidasan University at the college offers a wide range of courses to the students and makes this provision very easy and a practicable one.
- A student can do concurrent programs, one in the regular stream and the other in the Distance Education mode.
- Project work is included in the general papers like Environmental Studies, Value education etc for the UG students. In the evaluation pattern for these general papers 50% marks is allotted for written examinations and the remaining 50 % for project work.
- It is proposed to introduce certificate courses of six months duration in electrical, plumbing, Photography, carpentry and welding from the academic year 2015-16.

## 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?

- The college makes public announcement through news media calling for applications, and about the admission schedule for various courses.
- The admission schedule and the call for applications are displayed on the college notice board and the college website.
- Applications are issued at the college office on all working days after the announcement till the last date for receiving the applications.
- As per the government order applications are given free of cost to SC/ST students.
- The college principal appoints an admission committee comprising senior faculty members with the principal as the chairperson to ensure transparency and strict compliance to admission norms and reservation policy of the state government.

2.1.2. Explain in detail the process of admission put in place for UG, PG and Ph.D. programmes by the College. Explain the criteria for admission (Ex. (i) merit, (ii) merit with entrance test, (iii) merit, entrance test and interview, (iv) common test conducted by state agencies and national agencies (v) others followed by the College?

- The admission committee conducts the admission process as per the norms and guidelines provided by the Directorate of Collegiate Education (DCE). The committee strictly follows the reservation policy of the Government of Tamil Nadu in admitting the students to various courses.
- Admissions to UG/PG courses are done through single window system. The admission committee prepares the merit list as per the norms of the DCE and the reservation policy of the government of Tamil Nadu and the same is displayed on the notice board.
- As per the single window counselling system all the candidates who have applied for admission are called to attend the counselling sessions on the dates announced in the admission schedule.
- The students are called for admission as per the merit list. Admission is given as per the seats available in the course following the reservation policy of government. Those who are not able to get admission to the course of their choice are given counselling by the admission committee and other faculty to take up other courses available after going through the course profiles.

- Admission to M. Phil. course is done as per the guidelines of Bharathidasan University, Thiruchirapalli. The merit list is prepared on the basis of the marks obtained in the entrance exam, interview and the marks in the qualifying examinations (PG).
- The performance in the entrance test and *viva-voce* conducted by the Departmental Research Committee forms the basis for Ph.D. admission.

2.1.3. Does the College have a mechanism to review its admission process and student profiles annually? If yes, what is the outcome of such an analysis and how has it contributed to the improvement of the process?

The admission committee reviews the admission process after the admissions are over to ensure whether the guidelines and norms issued by the government and Bharathidasan University are strictly followed. A formal report about the admissions is sent to the DCE and the University. The student profiles are analyzed and the trends in admissions are noted down. The data about the diversity of the students admitted and the demand ratio are sent to the DCE and the university whenever asked for. Being a government institution, the college executes all the instructions and orders of the government for the ultimate benefit of the student community with regard to admissions.

2.1.4. What are the strategies adopted to increase/improve access to students belonging to the following categories, SC/ST/OBC, Women, Different categories of persons with disabilities, and outstanding achievers in sports and extracurricular activities:

The state government has provided well defined allocation of seats to students belonging to **SC/ST/OBC, Women, Different categories of persons with disabilities, and outstanding achievers in sports and extracurricular activities**, based on its policy of reservation. The college only follows the rules and regulations of the government to increase and improve access to students belonging to the above mentioned categories. All care is taken to ensure the implementation of the welfare measures of the government in this direction.

2.1.5. Furnish the number of students admitted in the College in the last four academic years.

Category	2010-2011		2011-2012		2012-2013		2013-2014		2014-2015	
	Male	Female								
SC	282	163	253	177	273	227	292	251	313	232
ST	4	2	4	0	3	1	3	1	4	5
OBC	382	337	347	364	436	443	444	460	419	472
GENERAL	8	5	3	4	4	2	15	4	3	3
OTHERS	0	0	0	0	0	0	0	0	0	0
Total	676	507	607	545	713	673	754	716	729	713
<b>G. Total</b>	<b>1183</b>		<b>1152</b>		<b>1386</b>		<b>1470</b>		<b>1442</b>	

2.1.6. Has the College conducted any analysis of demand ratio for the various programmes offered by the College? If so, indicate significant trends explaining the reasons for increase/decrease.

Programme	2010-2011		2011-2012		2012-2013		2013-2014		Demand ratio			
	No of Students		Demand ratio	No of Students		Demand ratio	No of Students					
	Applied	admitted		Applied	Admitted		Applied	Admitted				
<b>UG</b>	3914	793	4.93	2865	737	3.88	2915	828	3.52	3017	896	3.36
<b>M.A./M.Sc./M.Com.</b>												
Tamil						40	33	1.21	59	28	2.11	
English	198	35	5.65	193	38	5.08	203	35	5.8	196	42	4.67
Maths	144	52	2.77	188	65	2.89	189	54	3.5	174	64	2.72
Physics	74	31	2.39	82	24	3.42	61	24	2.54	68	29	2.35
Chemistry	233	48	4.85	262	48	5.43	188	48	3.92	146	50	2.92
Zoology	109	38	2.87	137	28	4.89	114	50	2.28	72	40	1.8
Comp Sci						62	30	2.07	151	41	3.68	
Biochemistry						52	24	2.16	46	24	1.91	
Statistics						28	24	1.17	24	19	1.26	
Economics	71	31	2.29	43	35	1.23	47	28	1.68	81	32	2.53
M. Com.	232	31	7.48	220	34	6.47	200	24	8.33	185	35	5.29
<b>M. Phil.</b>												
Maths	28	15	1.86	46	15	3.07	50	15	3.33	32	15	2.13
Physics	28	15	1.86	41	18	2.28	30	18	1.67	29	19	1.53
Chemistry	51	15	3.4	54	22	2.45	35	15	2.33	15	10	1.5
Zoology	28	15	1.86	37	15	2.47	18	14	1.28	24	15	1.6
Comp. Sci.						31	11	2.82	70	12	5.83	
Economics	23	22	1.04	39	16	2.44	28	15	1.87	37	11	3.36
Commerce	67	20	3.35	56	20	2.8	47	20	2.35	45	19	2.37
Management						27	15	1.8	17	14	1.21	

2014-2015			
UG	3208	948	3.41
PG			
M. A. Tamil	37	11	3.36
M. A. English	207	38	5.45
M. Sc. Maths	199	63	3.16
M. Sc. Physics	70	25	2.8
M. Sc. Chemistry	141	46	3.06
M. Sc. Zoology	71	21	3.38
M. A. Economics	62	26	2.38
M. Com.	141	25	5.64
M. Sc. Com. Science	104	35	2.97
M. Sc. Biochemistry	34	25	1.36
M. Sc. Statistics	25	16	1.56
M. Phil.			
Maths	44	15	2.93
Physics	32	19	1.68
Chemistry	25	15	1.67
Zoology	25	5	5
Economics	22	10	2.2
Commerce	38	20	1.9
Computer Science	64	11	5.82
Management	8	8	1

2.1.7. Was there an instance of the College discontinuing a programme during last four years? If yes, indicate the reasons. No

## 2.2 CATERING TO STUDENT DIVERSITY

2.2.1. Does the College organize orientation/induction programme for freshers? If yes, give details of the duration of programme, issues covered, experts involved and mechanism for using the feedback in subsequent years.

Every year the college conducts an induction programme for freshers at the beginning of the academic year to orient them towards higher education and a corporate campus life in the institution which involves the values of compassion, camaraderie, friendship, equality, social respect and enterprise. For effective conduct of the programme and to ensure better interaction between the faculty and the students, the programme is conducted by the respective departments to their students. Members of the faculty and resource persons from various fields and other institutions give them orientation on various issues like higher education, course structure, pattern of evaluation, learning resources, career options, communication and soft skills, gender sensitization and value education.

It is customary that the college principal addresses the first year students in the auditorium on their first day on the campus. After a formal welcome, he will speak on various dimensions of higher education, campus life, values and discipline, goal setting, and career opportunities. The programmes conducted by the departments are planned in such a way that they are complementary to the principal's address. In addition to that, the Anti-Ragging Cell of the college conducts an awareness meeting on the menace of ragging to all the students to ensure that the freshers are received and treated with warmth and respect by all. Lectures on health and gender issues are arranged for both the male and the female students separately in order to educate them on the misconceptions they may get during adolescence. The Women's Cell of the college conducts awareness and counseling programmes for the newly admitted girls on various social and gender issues.

2.2.2. Does the College have a mechanism through which the "differential requirements of student population" are analyzed after admission and before the commencement of classes? If so, how are the key issues identified and addressed?

The induction programmes conducted by the departments are helpful in preparing the newly admitted students to take up the challenges in their academic pursuit and to adapt to the campus life in general. Apart from that, the specific needs and requirements of the students are identified by the tutors appointed under the tutorial system of the college. A faculty member is appointed by the head of the department as the tutor of the first year class. The same method is followed for PG classes too. The tutor interacts with the students under his/her charge to understand their needs, requirements, and expectations about their education in the college before they start their academic work. The tutor briefs them on the library and other learning resources available in the department and the college, co-curricular and extracurricular activities. He/She identifies the talents of the students and encourages them to join various extension activities like NCC, NSS, YRC, RRC etc. Students are also encouraged to improve their communication skills for bettering their career options. The students are advised to interact with all the staff members of the department for academic and career guidance.

2.2.3 Does the College provide bridge/Remedial/add - on courses? If yes, how are they structured into the time table? Give details of the courses offered, department-wise/faculty-wise?

#### **Bridge course:**

The college administration provides all support to all departments to conduct a programme for a short duration to bridge the gap between the level of

knowledge of the students and the levels of knowledge and competency required for completing the course of their choice. The needs and demands of the different courses are analyzed by the respective departments and the programmes for different departments are designed accordingly. These programmes are conducted before the commencement of the classes every year. **The details of the course are given in the academic calendar of the departments.**

#### **Remedial Course:**

Remedial courses sponsored by the UGC are conducted for SC, ST and OBC students every year to help them overcome the difficulties they face in pursuing the academic programmes. Apart from this, every department conducts remedial courses for those who face difficulties in understanding the course modules and the lessons. These courses are conducted after the class hours without disturbing the class work and laboratory work.

#### **Add- on courses:**

All under graduate students are given a certificate course in computer literacy every year. This is a mandatory course for all under graduate courses. A certificate is given to all the students on completion of the course which will be an additional qualification for employment along with their graduation. Besides this course the following add on courses are being offered by the Physics department.

- Certificate Course in Solar Cell Fabrication and Testing
- Certificate Course in Robotic Training and Teaching

From the academic year 2015-2016 the following courses will be offered to the students of our college by the Physics and English Departments.

- Electrical Wiring
- Plumping
- Photography
- Cell Phone Services
- Communicative English

2.2.4. Has the College conducted a study on the incremental academic growth of different categories of students; - student from disadvantaged sections of society, economically disadvantaged, physically challenged and slow learners etc.? If yes, give details on how the study has helped the College to improve the performance of these students.

- The tutorial system adapted by the college helps the department in identifying the incremental academic growth of different categories of students. Under the tutorial system, a faculty member is appointed for

each class. The tutor collects and records the bio-data of all the students of the class. An overview of the bio-data helps the department to understand the socio-economic diversity of the students.

- The academic records of students who need special care and attention are analyzed continuously throughout the duration of the course to monitor their progress by the head of the department and the tutors.
- Those who fail in the semester examinations are given special attention by the tutors. They interact with the students to find out their difficulties in facing the subject components and arrange for special remedial classes for them in consultation with the subject teachers. They are also provided with study material whenever they need it.
- The tutor helps the students from the disadvantaged section of the society to get all the assistance provided by the government without any hindrance.
- Economically and socially backward students are given information about the various schemes and scholarships offered to them by the government.
- Visually challenged students were provided with audio storage devices to enable them to store academic content in the audio format under the UGC-HEPSN. They are also provided with scribes for theory examinations.
- Slow learners and students who fail to clear the credits are given special counseling to utilize the resources available in the department for their improvement. Special remedial classes are conducted to help those students.
- Special lectures and programmes on career guidance and employment are conducted for the students to help them shape their future.

#### 2.2.5. How does the institution identify and respond to the learning needs of advanced learners?

- Students with good academic record are identified through tutorial system and encouraged to enrich their knowledge further and plan their career prospects.
- They are motivated to make use of the e-resources available in the department as well as in the digital library to explore new avenues of knowledge and research.
- PG Students who show interest in developing their aptitude in various areas of their subjects of study are encouraged to participate in seminars, workshops, symposia, and present papers in such programmes.

## **Department of Biochemistry**

First M.Sc. Biochemistry students attended the National Conference on Challenges and Future Prospects of Applied Research in Life Sciences, held on 6<sup>th</sup> February, 2015 at Bharathidasan University, Thiruchirapalli.

## **Department of Economics**

Economics Department students attended the national/international seminars conducted by the college and the number of students attended the seminar is given below:

<b>Academic Year</b>	<b>No of Students Attended</b>
2010-2011	18
2011-2012	20
2012-2013	18
2013-2014	22
2014-2015	19

## **Department of Commerce**

Eleven M. Phil. Scholars attended an International Conference on "Emerging Trends in Management, Commerce, Education and Economics" held on 13.02.2015 at Swami Vivekananda Institute of Management (SVIM), Thanjavur.

## **Department of Physics**

M. Phil. Scholars and students of Physics department have attended national seminars and published papers in national/international journals and the details are given below:

01. Arivudai Nambi, T., S. Sakthivel and C. Manickarajan. 2011. Properties of Homemade Spin coated TiO<sub>2</sub> Thin film J.Pure App. & Ind. Phys, 1(2):137-146.
02. Sakthivel, S. Rajive Gandhi, D. Mangalaraj. 2012. Stannum-Cadmium composite nano rods nano wires and particles by simple technique. Nano Vision, 2(1, 2 & 3): 25-47.
03. Ganesh, T., V. Bhuvaneswari and M. Maria Sylvester. 2014. Microwave dielectric relaxation of alcohols in non polar solutions. IOSR Journal of Applied Physics, 6(2): 64-68.
04. Ganesh, T., S. Udayageetha, and D.J.S. Anand Karunakaran. 2014. Microwave dielectric behaviour of ketones in solution state at a constant temperature - IOSR Journal of Applied Physics, 6(2):59-63.

05. Sakthivel, S., V. Baskaran and S. Mahenthiran. 2015. Fabrication and Characterization of Dye Sensitized Solar Cell Using Phyllanthus Emblica, Nano Vision, 5(2):17-24.
06. Sakthivel, S., V. Baskaran and S. Mahenthiran. 2015. Properties and Performance of Dye Sensitized Solar Cell Using Beta Vulgaris, Journal of Pure Applied and Industrial Physics, 5(2):57-65.

### **Department of Computer Science**

M. Phil. students of Computer Science attended the national workshop entitled “Development of Ambient Intelligence Infrastructure in Ubiquitous Classroom Environment” organized by AVVM Sri Pushpam College (Autonomous), Thanjavur on 23.01.2015 and 24.01.2015.

### **Department of Biotechnology**

Students of biotechnology participated in the Soft Skill and Employability Workshop entitled “Learner to Leader” conducted by JCI (Junior Chamber International) on 14<sup>th</sup> August, 2014 at our college.

II B. Sc. Biotechnology students attended “Health and Healthy Lifestyle” seminar organized by Department of Zoology, Rajah Serfoji Government College and Rajiv Gandhi National Institute of Youth Development on 30.01.2015.

### **Department of Zoology**

#### **2010-11**

1. PG & Final year UG students attended the UGC sponsored “One Day National Seminar on Health Care & Management” held on 28th February, 2011 organized by the P.G. and Research Department of Zoology, Rajah Serfoji Govt. College Thanjavur.
2. R. Ranjani, II M. Sc. Zoology student (09PZO2321) presented a paper entitled “Phytochemicals Screening and Antibacterial Activity of *Eclipta prostrata* Against Some Clinical Bacteria” in a National symposium on emerging trends in life sciences held at R.S.G. College, Thanjavur on 17 & 18 March, 2010.
3. N. Tarbina, II M. Sc. Zoology student (09PZO2329) presented a paper entitled “Phytochemicals Screening and Hepatoprotective Effect of *Cassia tora* on Carbon Tetrachloride Induced Toxicity in Albino Rats” in a National symposium on emerging trends in life sciences held at R.S.G. College, Thanjavur on 17 & 18 March, 2010.

4. P. Rajeswari, II M. Sc. Zoology student (09PZO2319) presented a paper entitled "Phytochemicals Screening and Antibacterial Activity of *Chrysopogon ziza nioides* Against Some Clinical Pathogens" in a National Symposium on Emerging Trends in Life Sciences held at R.S.G. College, Thanjavur on 17 & 18 March, 2010.

### **2011-2012**

1. P. Balasundari, II M. Sc. Zoology student (10PZO2304) presented a paper entitled "Biochemical Analysis of Bovine (*Bos indicus*) Urine with Reference to Various Reproductive Phases" in a National symposium on Frontier Areas in applied Zoology held at ANJA College, Sivakasi on 15 & 17 March, 2012.
2. R. Renuka, II M. Sc. Zoology student (10PZO2333) presented a paper entitled "Biochemical Characterization of Sheep (*Ovi saries*) Urine in Relation to Livestock Production" in a National symposium on Frontier Areas in Applied Zoology held at ANJA College, Sivakasi on 15 & 17 March, 2012.

### **2012-2013**

1. M. Prabakaran, II M. Sc. Zoology student (11PZO2318) presented a paper entitled "Renewable Energy Resources in Seri-fish Culture system" in a State level seminar on "Alternate Energy Resources" held at ANJA College, Sivakasi on 14.02.2013.
2. M. Prabakaran, II M. Sc. Zoology student (11PZO2318) presented a paper entitled "Phytochemical Screening of Curry Tree, *Murryako enigii* Cultivated in Thanjavur District" in a National seminar on "Recent Trends in Biological Sciences" held at Nehru Memorial College, Puthanampatti, Trichirappalli on 07 & 08 March, 2013.
3. M. Prabakaran, II M. Sc. Zoology student (11PZO2318) presented a paper entitled "Mosquito a Disease Transmitter: An Overview" in a National seminar on "Current Perspectives in Biological Sciences" held at R.S.G. College, Thanjavur on 11 & 12 October, 2013.

### **2013-2014**

1. R. Asaithambi, II M. Sc. Zoology student (12PZO2403) presented a paper entitled "Phytochemical Screening and Antimicrobial Evaluation of *Nyctanthes arbortristis* (Pavalamalli) Against Pathogenic Bacteria" in the 7<sup>th</sup> National Symposium in Advanced Research in Bioscience, 2014 held at Bharth College, Thanjavur on 03 & 04 March, 2014.

2. S. Vembu, II M. Sc. Zoology student (12PZO2474) presented a paper entitled "Antimicrobial Study of *Melia composite* Against Two Different Pathogenic Bacteria" in 7<sup>th</sup> National Symposium in Advanced Research in Bioscience, 2014 held at Bharth College, Thanjavur on 03 & 04 March, 2014.
3. E. Sutha, M Sc., (12PZO2422) presented a paper entitled "Antimicrobial Study of *Aegle marmoles* Against *Enterobacter sakazakii* and *Staphylococcus scuiri*." in 7<sup>th</sup> National Symposium in Advanced Research in Bioscience, held at Bharth College, Thanjavur on 03 & 04 March, 2014.
4. E. Sutha, II M. Sc. Zoology student (12PZO2422) presented a paper entitled "Qualitative Analysis of Phytochemicals in *Melia composite* Leaves Extracts Against Pathogenic Bacteria" in Newly Emerging Pathogenic, Epidemic Diseases and Management Challenges, 2014 held at M.R. Govt. College, Mannargudi on 14.03.2014.

#### **2014-2015**

1. S. Velmurugan, II M. Sc. Zoology student (13PZO2463) presented a paper entitled "Diversity and Distribution of Local Birds in Kollidam, Thanjavur, Tamilnadu." in Recent Trends and Future Advances in Life Sciences held at Central University of Tamilnadu, Thiruvarur on 26 & 27, February, 2014.
2. J. Bhuvaneswari, II M. Sc. Zoology student (13PZO2464) presented a paper entitled "A Comparative Study on the Milk Quality of Two Different Goats" in Recent Trends and Future Advances in Life Sciences held at Central University of Tamil Nadu, Thiruvarur on 26 & 27, February, 2014.
3. J. Bhuvaneswari, II M. Sc. Zoology student (13PZO2464) presented a paper entitled "A Comparative Study on the Level of Fat and Solid not Fat in the Milk of Jamunapari and Kanniadu" in National conference on current Perspectives and Challenges in Biodiversity and its Conservation held at R.S.G. College, Thanjavur on 06 & 07.03.2014.
4. Kumar, II M. Sc. Zoology student (13PZO2455) presented a paper entitled "Biodiversity of Butterfly in Ponnamaravathy Taluk, Pudukkottai" in a national conference on "Current Perspectives and Challenges in Biodiversity and its Conservation" Organized by Rajah Serfoji Government College, Thanjavur on 6<sup>th</sup> and 7<sup>th</sup> March 2015. **The paper won the second prize in the category of poster presentation.**

## Department of English

- 70 Post Graduate Students participated in an “Orientation Programme for the Students on Translation” organized by the Department of English, Rajah Serfoji Government College, Thanjavur in collaboration with National Translation Mission, Mysore from 18.01.2011 to 20.11.2011
- Students of UG & PG participated and presented papers in a one day “International Conference on Humanistic Approach in Modern Literature” in English on 21st March 2013 at Rajah Serfoji Government College, Thanjavur in collaboration with University Grants Commission.
- 10 Post Graduate Students participated in a three day “Workshop on Corpus Based Dictionary” organized by the Department of English, Rajah Serfoji Government College, Thanjavur in collaboration with Linguistic Data Consortium for Indian Languages, Mysore from 27.01.2014 to 29.1.2014.
- 15 Students attended and presented paper in a one-day “National Seminar on Afro- American Literature” conducted by Department of English, Bon Secours College for women, Thanjavur on 7th February 2015.
- 15 Students participated in a one-day “Workshop on Phonetics” conducted by Department of English, M.R. Govt Arts College, Mannargudi on 20th February 2015.
- 4 Post Graduate Students of English Department participated in a seven day “Validation Workshop on Corpus Based Dictionary” organized by the Department of English Rajah Serfoji Government College (Autonomous), Thanjavur-5 from 7th – 13th January 2015.
- 15 Students participated in a one-day State level Seminar on “Themes and Trends in the Literature of Diaspora” conducted by Department of English, M.R. Govt Arts College, Mannargudi on 29<sup>th</sup> January 2015.

## Others

- Development programmes in soft skill development and communication are conducted for enhancing the levels of various competencies and skills.
- The state government sponsored “Study Abroad Programme” (SAP) is an excellent opportunity to the competent students who wish to study in foreign universities. Under this scheme, the state government sponsors all the expenditure for the selected candidates to complete one semester of

the course in a foreign university. It is a great boon to the students belonging to socially and economically backward sections of the society. In 2014, Ms. S. Revathi, an M.Sc. Mathematics student did her third semester in the University of Leicester, UK. This year (2014-2015), PG students from science streams who satisfy the eligibility criteria are being given training in soft skills, English communication, and aptitude test. They are also given training to clear IELTS, which is one of the important eligibility criteria.

- Special coaching to clear UGC-NET and SET is given to the PG students in their final year.

Type	2011-2012						Grand Total	
	No of students benefited							
	OBC			SC/ST				
	Male	Female	Total	Male	Female	Total		
Coaching for NET/ SLET sponsored by UGC	56	135	191	37	57	94	285	

- Career guidance and placement cell regularly conducts awareness programmes on higher education, research, and employment prospects for the benefit of students.

Type	2012-2013						Grand Total	
	No of Students Benefited							
	OBC			SC/ST				
	Male	Female	Total	Male	Female	Total		
Coaching for entry in services sponsored by UGC	286	197	483	193	122	315	798	

- Under the auspices of Equal Opportunity Center the following programmes were organized.

Sl. No	Date	Programme Title and Resource Person
01	28.12.2011- 29.12.2011	Personality Development Programme Mr. A. Shanmugasundaram Value Plus (Soft Skill Trainers), Chennai
02	21.02.2012	Personality Development Programme Mr. M. Sivaganesan LIC, Development Officer, Mannargudi

03	23.01.2013	Personality Development Programme Mr. S. Balamurugan, Brain Train Soft Skill Institution, Madurai
04	18.02.2013	Social Responsibility of Youth Dr. V. R. Mathiyalagan National College, Thiruchirapalli

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

- Being a government institution the college strictly follows the rules and regulations drafted for the benefit of the differently-abled students. It also adheres to the norms prescribed by various human welfare societies in this regard.
- All possible help is rendered to the physically and visually handicapped students to facilitate a comfortable and hassle free campus life. Ramps are built wherever necessary to facilitate easy movement of the physically challenged students.
- The classes in which the physically challenged or differently-abled students study are located in the ground floor of the buildings where ramps are available. Separate toilets with ramps are built for these students.
- Visually challenged students were provided with audio storage devices to enable them to store academic content in the audio format under the UGC-HEPSN. They are also provided with scribes for theory examinations.
- All care is taken to ensure that these students never feel let down and that they enjoy all the benefits of the campus life like every other student.

### 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 and evaluation blue print, etc.)

#### Academic Calendar:

- A committee of faculty appointed by the Principal for this purpose prepares the academic calendar. The schedule of calendar is then discussed in the College Council and modifications are made if necessary, before the approval is given. The calendar is included in the student handbook, which is printed and supplied to the students in the beginning of every academic year.

- All the academic and administrative events of the academic year are given in the academic calendar of the college. An academic year consists of 180 working days spread over two semesters of 90 days each. The schedule of autonomous semester examinations and evaluation is not included in the working days. However, the internal evaluation schedule (cycle test, unit test, model examinations, etc) that forms part of the teaching learning process is included in the academic calendar. Information regarding the dates for the payment of tuition fees and examination fees, internal assessment test, model examination (theory and practical), government holidays, summer, and winter vacation and dates of reopening is provided in the academic calendar.

### **Student Handbook:**

A comprehensive handbook in print is given to all the students and the staff at the beginning of the academic year. It contains the following to help the students understand the administrative as well as academic aspects of the college:

- Contact details of the college
- The mission of the college
- A brief history of the college
- Chronological order of former principals
- Student bio-data form
- List of faculty
- List of administrative staff
- Courses available
- Fee structure for various courses
- Fee structure for examinations
- Regulations regarding fee structure
- Rules and regulations for students
- Procedure to get transfer certificate
- Leave rules and leave application
- Rules regarding practical examinations
- Physical education and other extension activities
- Various clubs and associations
- College library and Book Bank
- Scholarship details
- Titles of various core and elective courses
- Academic calendar

The hand book helps the students understand the various important aspects of the college and plan their course of action during the academic year.

## Teaching Plan

Teaching for various courses is prepared by respective departments within the framework of the college academic calendar. Number of teaching hours allotted for demonstration, model practical examination, cycle tests, unit tests and other academic activities (field trips, industrial visits, survey etc) for the core and elective papers are calculated for every semester and marked in the college academic calendar. Each department has the freedom to evolve its own teaching plan within the framework of the academic calendar.

## Evaluation Blue Print

The core and elective courses and the credits are distributed over six semesters for the UG courses and four semesters for the PG courses. Under the CBCS the evaluation pattern is divided into theory examination and Continuous Internal Assessment (CIA). Of the 100 marks 75% of marks are allotted for theory examination, 25% of marks are allotted for CIA which is a continuous assessment of the academic performance and development of a student throughout the semester in each paper. In case of practical examinations the internal and external evaluations carry 40 and 60 marks respectively. The breakup of the CIA and the evaluation of theory and practical examinations are given in **2.5.4.**

**2.3.2.** Does the College provide course outlines and course schedules prior to the commencement of the academic session? If yes, how is the effectiveness of the process ensured?

**Course outline**, which details the scope of the course, is given along with the course content made available with the faculty and the general library. The students are provided with the course outline when they join the course.

**Course schedules**, which provide details about the schedule of lecture classes, demonstration classes, and the faculty who conduct the classes, are given to the students at the beginning of the every semester. All care is taken to ensure that all the students have access to the course module and course content, and know the course modules before the commencement of the academic sessions.

**2.3.3.** What are the courses, which predominantly follow the lecture method? Apart from classroom interactions, what are the other methods of learning experiences provided to students?

All the courses make use of lecture methods for imparting theoretical knowledge through relational and interactive communication methods and tools. In teaching humanities, literature and languages lecture method is

predominantly used. About 10% of the class hours are allotted for other learning methods like quiz, group discussion and seminars. In the case of science subjects 20% of classes are allotted for demonstration, 60% for lecture and around 10% of classes are used to make field trips, and other similar learning experiences for both UG & PG courses.

Lectures and classroom interactions are traditional methods of transacting the process of teaching and learning, which are still effectively used in educational institutions. Apart from these conventional methods, a number of methods, tools, and techniques based on conceptual and experiential learning are adopted to achieve the learning outcomes and to motivate the students to explore further knowledge.

**2.3.4. How is 'learning' made more student-centric? Give a list of participatory learning activities adopted by the faculty that contribute to holistic development and improved student learning, besides facilitating life-long learning and knowledge management.**

In academic pursuit, teaching and learning are complementary processes that help one realize one's academic objectives and goals. Dissemination of information through various teaching methods and techniques becomes successful only when the information is converted into knowledge and skills in the minds of the students. It requires a participatory approach from the learners. The college is aware of the twin processes of teaching and learning, and encourages the faculty to adopt various innovative and participatory learning methods in the execution of their academic teaching.

Student centric learning methods promote learners' autonomy and independence in the process of learning and advocates learning by self. They tune up the minds of the students to explore the expanse of knowledge by applying the reason and logic they have acquired over the years. It requires a clear understanding about a spectrum of basic concepts, which will lead them to gain further knowledge in various fields.

Majority of the students, who join this college, hail from rural areas where opportunities and avenues to acquire knowledge outside the premises of school curriculum are not generally available. When they join the UG courses, they have only rudimentary knowledge about the course and the subject they have chosen. Attempts are made to fill the gap between the desired level of competencies and the acquired competencies of the students through bridge courses. In general, the UG students are largely dependent on the teachers for their learning needs. Yet the faculties of the college explore all the possible avenues to judiciously blend learner-centered methods with teacher oriented teaching techniques to train their minds to acquire autonomy in their academics.

Theoretical assignments, quiz programmes and group discussions are used to involve the students in the process of learning and explore the knowledge independently with the teachers as facilitators. The faculties review the student assignments and give feedback on how they can improve and carry forward the learning experience. Skill-based programmes like computer literacy and conversation skills in English are conducted through student centric methods.

PG students are given assignments, seminars, quiz, group discussion, and project work to develop an attitude for self-learning that helps them throughout their lives in all their academic endeavors. Students are also motivated to make use of ICT for their seminars.

#### 2.3.5. What is the College policy on inviting experts/people of eminence to provide lectures/seminars for students?

People who have a proven track of research and contribution to the field of knowledge are invited to provide lectures to students or as resource persons in seminars. Eminent personalities from various fields of life are also invited to share their knowledge and experience with the students.

Experts from industry, commerce, trade, health and hygiene and other fields of human activity are invited on various occasions to deliver lectures to the students on various aspects and developments in these fields.

Expertise available within the institution is also tapped in to deliver special lectures to the students on various topics of academic interest.

#### 2.3.6. What are the latest technologies and facilities used by the faculty for effective teaching? Ex: Virtual laboratories, e-learning, open educational resources, mobile education, etc.

All the departments are provided with LCD projectors, computer with printers, and internet with Wi-Fi connectivity. These facilities greatly help the faculty to gather information and to prepare e-content for classroom teaching, assignments and seminars.

The government of Tamil Nadu is giving laptops to the students free of cost for their educational development. In our college the students are allowed to access the internet in the departments to advance their knowledge and to download electronic material for their academic assignments. The faculty members help them use the services provided by the UGC-INFLIBNET at the department itself.

The college has a digital library, which is equipped with a server and five client computers. LAN and Internet with Wi-Fi connectivity are available with the library for the benefit of students, scholars, and staff. The digital library established with the funding of UGC serves as a vibrant source of knowledge in the college.

A Virtual lab has been established in the college with the UGC grant and the college has applied to the MHRD to get the status of nodal center to cater to the academic need of students, scholars, and staff of the science departments.

At present, the staff are utilizing the facilities available in the Virtual Lab for virtual demonstration of scientific concepts and experiments. The lab immensely helps the teachers in making the students understand and do practical lessons in science subjects.

Students can have a free access to internet facility available at the department to download the e-content available on the net.

An audio-visual classroom set up with the funding of the state government serves as a mini seminar hall for conducting classes, seminars, and other presentations. The room is equipped with a ceiling mounted LCD projector, projection screen, computer with internet connectivity, and public address system and UPS.

A multimedia classroom set up with the funding of the state government is available in the English department for developing English language skills of the students. The room is equipped with a server with ten client computers, LAN, a ceiling mounted LCD projector, projector screen, PA system with recording facility, and home theatre. Lot of audio and video material is available for the use of students to improve their language skills.

Blogs created by teachers greatly help the student community to have personalized interaction with the teachers on academic matters.

2.3.7. Is there a provision for the services of counsellors/mentors/advisors for each class or group of students for academic, personal and psycho-socio guidance? If yes, give details of the process and the number of students who have benefitted.

- The tutorial system adopted by the college helps the department in identifying and understanding the needs and difficulties of different categories of students during their course of study.

- Under the tutorial system, a faculty member is appointed for each class. The tutor collects and records the bio-data of all the students of the class. An over view of the bio-data helps the department to understand the socio-economic diversity of the students.
- Apart from the tutors a few teachers are appointed in each department as student counsellors to help the students who face difficulties in learning due to academic, domestic, and psychological problems like peer pressure, ragging, gender related issues etc.
- The tutor keeps track of the over-all academic performance and other activities of the students throughout the course of study. Any development or achievements in curricular, co-curricular, and extra-curricular activities are always encouraged and given due reward and recognition in the tutorial system.
- Regular interaction with the students helps the counselors and the tutor to identify the difficulties faced by the students in their education as well as in their personal lives. Whenever it is required, they meet the parents of the students to ensure that the domestic environment is conducive to the academic development of their wards. In some cases, the tutors extend their help to the students when they face financial difficulties to meet their academic requirements and commitments.
- The students who fail in the semester examinations are given special attention by the tutors. They interact with the students to find out their difficulties in facing the subject components and arrange for special remedial classes for them in consultation with the subject teachers. They are also provided with study material whenever they need it.

Year	Remedial Coaching						Grand Total	
	No of students benefited							
	OBC			SC/ST				
	Male	Female	Total	Male	Female	Total		
2012-2013	325	215	540	254	141	395	935	
2014-2015	57	30	87	91	68	159	246	

- The tutorial system helps the students from the disadvantaged section of the society to get all the assistance provided by the government without any hindrance. The tutors take up necessary follow up actions with the college office for speedy disbursal of assistance.

2.3.8. Are there any innovative teaching approaches/methods/practices adopted /put to use by the faculty during the last four years? If yes, did they improve the learning? What methods were used to evaluate the impact of such practices? What are the efforts made by the institution in giving the faculty due recognition for innovation in teaching?

- The Department of Business Administration helped the students to learn the theoretical concepts through the application of mind mapping which is one of the finest techniques adopted in teaching and imparting knowledge to students effectively. Mind Mapping is a diagrammatic representation of theoretical concepts through various colours. The basic idea in adopting Mind Mapping is to synchronize both the sides of the brains of the students in the process of learning.
- Practical sessions on online marketing and online banking are conducted for PG Commerce students to have exposure in e-commerce.
- Preparation of e-content and communicating it to students through email is practiced by Physics Faculty.
- Chemistry and Zoology faculties have blogs in which lot of academic interaction and transactions are done with students.
- *Valar Thingal* (வளர்த்திங்கள்) a monthly meeting of creative teachers, scholars, and students is conducted by Tamil department to nurture creative thinking and discussion on Tamil literature.
- Participatory learning is encouraged through student seminar, projects, and assignments.
- Student centered learning methods are used for developing communication skills in English. All the students utilize multimedia facilities available with the department of English for developing their language skills.
- The faculty of English use cell phones to transfer audio and text material to the students.
- PG Science students use the Virtual Lab where various types of demonstration of practical aspects of the curriculum are available which were developed by leading universities and national institutions.

The outcome of the various innovative teaching methods is realized in the academic achievements of the students which reflected through the semester results and other avenues like participation in seminars and getting employment in government and nongovernment organizations and success in competitive examinations.

The impact of the teaching methods is discussed in the department staff meetings and the advantages and disadvantages of the approaches and the methods employed in teaching are analyzed. Student feedback on teaching and the teachers is one of the important yardsticks to decide the effectiveness of the teaching methods. Interaction with students also provides vital inputs on the outcome of teaching methods. All these feedbacks provide a clear idea about the teaching methods in practice. It also helps the teachers to improve the methods further.

The institution does not have a specific mechanism to recognize those teachers who adopt innovative methods in teaching. However, the principal and the heads of the departments utilize every opportunity to congratulate the teachers and appreciate them in open forum like the college staff meeting. Apart from that, the principal encourages the staff members to apply for best teacher award given by the government for best contribution to teaching.

**2.3.9. How does the College create a culture of instilling and nurturing creativity and scientific temper among the learners?**

#### **Extra-curricular and co-curricular seminars**

Creative talents of the students are nurtured by a variety of extracurricular activities conducted by the college and by other institutions. Those who are interested in fine arts are encouraged by the teachers to participate in various competitions in fine arts and programmes at the state and national levels.

#### **Assignments, Projects & Seminars**

Assignments and student seminars help the students think and express in a systematic and logical manner. Students are encouraged to access information beyond the curriculum through various sources of knowledge like library, internet, journals, magazines and mass media.

They also involve themselves in social projects conducted by government and non-government organizations.

- Students, Scholars and Staff of Zoology department took part in Annual All India Tiger Census at Anamalai Tiger Reserve from 9<sup>th</sup> to 16<sup>th</sup> February, 2012 and on 02.06.2013.

**2.3.10. Does the College consider student projects a mandatory part of the learning programme? If so, for how many programmes is it made mandatory?**

Yes. Student projects are mandatory for all post graduate programmes. For the PG students one project work is made part of the core course with 5

credits. The project work is done in the final semester of the programme. The project work is mainly done within the institution. However the students are permitted to tie up with the external institutions for sample analysis, lab experiments and instrumentation.

Names of external institutions associated with the College for student project work:

- Indian Institute of Crop Processing Technology, Thanjavur
- University of Madras, Chennai
- Amphigene Research Laboratory, Thanjavur
- Sastra University, Thanjavur
- Annamalai University, Chidambaram
- Christian Medical College, Vellore
- PSG College of Arts and Science, Coimbatore
- University of Delhi, Delhi
- Tamil University, Thanjavur
- Periyar Maniammai University, Thanjavur
- TANUVAS-Chennai
- Bharathidasan University, Thiruchirapalli
- National Institute of Technology, Thiruchirapalli
- Bharathiar University, Coimbatore
- Cochin University of Science and Technology, Cochin
- University of Madras, Chennai
- Manonmaniam Sundarnar University, Tirunelveli
- Harman Research Institute, Thanjavur

### **Role of the faculty in facilitating such projects**

All staff members guide projects of the PG students. They also encourage and help the students to apply to the funding agencies for student projects. These projects are executed under the guidance and supervision of the faculty members.

The following is the list of student projects funded by Tamil Nadu State Council for Science and Technology-Chennai and Tamil Nadu State Council for Higher Education-Chennai.

<b>Details of Sponsored Student Project</b>		
<b>Physics</b>		
2012-2013	01	Student: N. Swaminathan Research Supervisor: Dr. L. Chinnappa Title: Synthesis of Zinc Oxide Nano Powder for Antibacterial applications Agency: TNSCST, Chennai

2013-2014	02	Student: K. Dhamayanthi Research Supervisor: Dr. T. Arivudai Nambi Title: Synthesis and Characterization of Non-linear Optical Materials Agency: TANSCHE, Chennai
		<b>Chemistry</b>
2012-2013	03	Student: S. Velmurugan Research Supervisor: Mr. R. Chithiravel Title: A Solvent Free Greener Approach Sustainable Development Method: Synthesis of 1,5-diketones by Michael Addition Reaction using Grinding Technique. Agency: TANSCHE, Chennai.
	04	Student: S. Pavendhan Research Supervisor: Mr. R. Chithiravel Title: An Eco-friendly Improved Synthesis of Some Novel Chalcones and Pyrazolines under Microwave Techniques Agency: TANSCHE, Chennai.
<b>Zoology</b>		
2013-2014	05	Student: N. Murugaiyan Research Supervisor: Dr.S.S. Rajendran Title: Identification of Bioactive Compound(s) in the Bell Weed ( <i>Dipteracanthus 52 rostrates</i> ) for Medicinal Purpose Agency: TANSCHE, Chennai.
	06	Student: R.Asaithambi Research Supervisor: Dr. K. Rameshkumar Title: Screening of Phytochemicals and Identification of Compounds in Pavalamalli ( <i>Nyctanthes arbortristis</i> ) using GC-MS Agency: TANSCHE, Chennai
2012-2013	07	Student: E. Sutha Research Supervisor: Dr. K. Rameshkumar Title: Screening of Phytochemicals and Identification of Compounds in <i>Malai Vembu</i> ( <i>Melia composite</i> ) using GC-MS Agency: TANSCHE, Chennai.
	08	Student: D.Manjula Research Supervisor: Dr. G. Sridharan Title: Studies on the Ground Water Quality in the Industrial Area in and around Ariyalur District Agency: TANSCHE, Chennai
	09	Student: R.V. Abirami Research Supervisor: Dr. G. Sridharan Title: Survey of Incidence of Tuberculosis in Thanjavur District Agency: TANSCHE, Chennai

2011-2012	10	Student: R.Arulmozhi Research Supervisor: Dr. G. Sridharan Title: Biological Treatment Processes of Sugarcane Molasses in Sugarcane Industries Agency: TANSCHE, Chennai
	11	Student: P.Balasundari Research Supervisor: Dr. K. Rameshkumar Title: Identification and Screening of Phytochemicals in Vettiver Grass using GC-MS Agency: TNSCST
<b>Biochemistry</b>		
2013-2014	12	Student: Mr. Thirunavukarasu Research Supervisor: Dr. K. Jayaprakash Agency: TANSCHE, Chennai Title: Study on Antioxidant and Nephroprotective Effect of <i>Withania somnifera</i> in Renal Toxicity ( <i>In Vitro</i> Study)
	13	Student: Ms. Tamilelakiya Research Supervisor: Dr. T. Malarvizhi Effect of Betulinic Acid in Antioxidant and Lipid Peroxidation in High Fructose Fed Rats Agency: TANSCHE, Chennai
<b>Economics</b>		
2014-2015	14	Scholar Name: C. Sakthi Research Supervisor: Dr. P. Natarajan Title: A Study on the Public Debt. Management of India. Agency: Malcolm & Elizabeth Adiseshiah Trust, Chennai

2.3.11. What efforts are made to facilitate the faculty in learning/handling computer-aided teaching/learning materials? What are the facilities available in the College for such efforts?

Majority of the staff members have got enough training in handling computer-aided teaching and e-learning materials. Every department is provided with LCD projector, printer, computer, and Internet with Wi-Fi connectivity. These facilities are extensively used in teaching and learning in every department. Staff members who wish to know or develop their computer skills are free to utilize the resources available with the computer centre dedicated for Computer Literacy Programme. The staff in the CLP centre help them in sharpening their computer skills.

2.3.12. Does the College have a mechanism for evaluation of teachers by the students/alumni? If yes, how is the evaluation used in achieving qualitative improvement in the teaching-learning process?

Feedback on teachers is collected periodically from the students through a questionnaire with a five point scale. The impact report on the feedback is

reviewed by the faculty for self evaluation. This feedback is very useful for the faculty to understand the effect of teaching on students and to know if any change has to be made in the method, quality or technique of teaching. Teachers also interact with students to get first hand inputs about the process of learning and the impact of teaching. Important issues are discussed in the staff meetings to evolve appropriate remedial measures to be taken to improve the quality of teaching- learning process.

2.3.13. 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. No

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

The resources of the college general library and the department libraries are immensely helpful to the staff, students, and the research scholars in their teaching- learning process and research. Books, journals, and magazines for reference and borrowing are available with the libraries. Dailies and magazines in both Tamil and English are available in the reference section for the use of everyone in the college. Teachers, students and scholars can borrow books from both general and department libraries depending upon the availability. Teachers provide necessary guidance and directions to the students on what to look for in books and journals and how to make use of the information to improve and strengthen their learning.

The college has subscribed to the UGC-INFLIB NET for e-resources, which are greatly useful to post graduate students, research scholars, and faculty.

The UGC sponsored digital library is another source of information portal, which provides access to online journals and e-content to students, scholars, and faculty. Free access is given to all the web resources provided by the UGC at the Digital Library which has a server, five nodes, LAN facility and internet connectivity with Wi-Fi. Faculty, scholars and PG students benefit a lot from the digital sources available in the library.

All these resources of knowledge help the faculty, scholars and students in their academic endeavors largely.

2.3.15. How does the institution continuously monitor, evaluate and report on the quality of teaching, teaching methods used, classroom environments and the effect on student performance?

Student feedbacks on quality of teaching, teaching methods and classroom environment are regularly collected by formal and informal methods. The outcome of the feedbacks is discussed in the department review meetings. Issues related to teaching- learning process are resolved in a consensus manner and matters involving the participation of the college administration are reported to the principal for appropriate action.

The Principal regularly holds the meeting of all the heads of the departments to discuss issues related to teaching-learning and other academic issues. The outcome of these meetings is conveyed to all staff members for further action.

After the publication of semester results, a review meeting is conducted in all departments to discuss the performance of the students. This meeting is very helpful to decide on the remedial measures to be taken to help the students who fail or under perform.

An assessment report on the performance of the teachers is sent along with the annual confidential report to the Director of Collegiate Education every year.

## **2.4. TEACHER QUALITY**

2.4.1. What is the faculty strength of the College? How many positions are filled against the sanctioned strength? How many of them are from outside the state?

<b>Sectioned Strength</b>	<b>Filled</b>	<b>Faculty from outside the state</b>
163 + 4	131 + 1 + 43	Nil

2.4.2 How are the members of the faculty selected?

- As per the norms of the UGC the Teachers Recruitment Board, Chennai recruits eligible candidates and the Director of Collegiate Education appoints them in the cadre of Assistant Professors in the college on permanent basis.
- Guest faculties for vacant posts are selected by the Principal from among the applicants as per the guidelines provided by the Director of Collegiate Education.

**2.4.3 Furnish details of the faculty**

<b>Highest Qualification</b>	<b>Professor</b>		<b>Asso. Professor</b>		<b>Asst. Professor</b>		<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Male</b>	<b>Female</b>	<b>Male</b>	<b>Female</b>	
<b>Permanent teachers</b>							
Ph.D.	-	-	11	3	59	05	78
M. Phil.	-	-	09	0	26	17	52
PG	-	-	-	01	-	-	01
<b>Temporary teachers</b>							
Ph.D.	-	-	-	-	08	02	10
M. Phil.	-	-	-	-	10	23	33
PG	-	-	-	-	-	-	-
<b>Part-time teachers</b>							
Ph.D.	-	-	-	-	-	-	-
M. Phil.	-	-	-	-	-	-	-
PG	-	-	-	-	-	-	-

**2.4.4. What percentage of the teachers has completed UGC-CSIR-NET, UGC-NET, and SLET exams? In that what percentage of teachers are with PG as highest qualification?**

- 14.5 % of faculties have completed UGC-CSIR-NET, UGC-NET and SLET examination
- 0.007% teachers are with PG as the highest qualification

**2.4.5. Does the College encourage diversity in its faculty recruitment? Provide the following departments-wise details.**

<b>Department</b>	<b>% of faculty who are product of the same college</b>	<b>% of faculty from other colleges within the state</b>	<b>% of faculty from other states</b>	<b>% of faculty from abroad</b>
Tamil	16	84	-	-
English	39	61	-	-
Maths	37.5	62.5	-	-
Statistics	75	25	-	-
Physics	24	76	-	-
Chemistry	16	84	-	-
Zoology	15	85	-	-
Economics	45.45	54.55	-	-
Commerce	13.38	86.62	-	-
Computer Science	10	90	-	-
Biochemistry	-	100	-	-
Buss. Admin.	37.5	62.5	-	-
Botany	-	100	-	-
History	-	100	-	-

**2.4.6. Does the College have the required number of qualified and competent teachers to handle all the courses for all departments?**

Yes. The Department of Higher Education, Government of Tamil Nadu appointed 57 teachers in the cadre of Assistant Professors in the existing vacancies in the year 2009 and 2011 for the posts created for the new courses in 2011.

<b>Sl. No.</b>	<b>Shift</b>	<b>No of Posts Required</b>	<b>Filled</b>		<b>Vacant</b>
			<b>Permanent</b>	<b>Temporary</b>	
01	I	163 + 4	131 + 1	20	12 + 3
02	II	23	00	23	00

Twelve teaching positions, 1 Librarian and 2 Directors of Physical Education posts remain vacant and request has been made to the Director of Collegiate Education, Chennai to fill the vacancies at the earliest. The other faculty of the respective departments share the academic work of the vacant post.

**2.4.7 How many visiting professors are on the rolls of the College? Nil.**

**2.4.8 What policies/systems are in place to recharge teachers? (e.g.: providing research grants, study leave, nomination to national/international conferences/seminars, in-service training, organizing national/international conferences etc.)**

Teachers are encouraged to keep themselves abreast of the latest developments and knowledge by regularly attending orientation, refresher course, and other in-service training programmes. They can attend the programmes with "ON DUTY" permission. They are also given permission on OD to attend seminars/workshop/conference etc. at the national and international level. The college extends all cooperation to the teachers in organizing national and international conferences/workshops/seminars etc.

**2.4.9. Give the number of faculty who received awards/recognitions for excellence in teaching at the state, national and international level during the last four years.**

<b>Sl. No.</b>		<b>Awards/Recognitions</b>
<b>2010-2011</b>		
01		Dr. K. Rameshkumar, Assistant Professor of Zoology DST Fast Track Young Scientist Award
02		Dr. A. Arulraj, Assistant Professor of Economics Best Teacher Award, Government of Tamil Nadu

<b>2011-2012</b>	
03	Dr. K. Rameshkumar, Assistant Professor of Zoology, Science Academies' Summer Research Fellowship
04	Dr. K. Rameshkumar, Assistant Professor of Zoology Society for Applied Biotechnology Fellow Award
05	Dr. A. Arulraj, Assistant Professor of Economics-Indo-Hungarian Educational Exchange Fellowship-Hungarian Scholarship Board and Ministry of Culture, India
06	Dr. C. Aiyavu, Assistant Professor of Biochemistry-Travel Grant by DST
07	Dr. G. Chandran, Kalai Valarmani - Tamil Nadu Government
<b>2013-2014</b>	
08	Dr.A.Thiruvalluvar, National Citizenship Gold Medal Award
09	Dr.A.Thiruvalluvar, Indhiragandhi Sadbhavana Gold Medal Award
10	Dr. T. Arivudai Nambi, National Citizenship Gold Medal Award
11	Dr. T. Arivudai Nambi, Indhiragandhi Sadbhavana Gold Medal Award
12	Dr. G. Chandran, Assistant Professor of Tamil, Innisai Chemmal, Manithaney Peravai, Thiruvarur
<b>2014-2015</b>	
13	Dr.A.Thiruvalluvar, Bharath Gourav Award 2015
14	Dr.A.Thiruvalluvar, Glory of India Gold Medal 2015
15	Dr. T. Arivudai Nambi, Bharath Gourav Award 2015

2.4.10 Provide the number of faculty who have undergone staff development programmes during the last four years. (Add any other programme if necessary)

Academic Staff Development Programmes	Number of faculty				
	2010-2011	2011-2012	2012-2013	2013-2014	201-2015
Refresher Courses	22	25	19	24	29
HRD Programmes	1	3	0	3	00
Orientation Programmes	15	12	1	1	00
Staff Training Conducted by the College	0	1	1	105	152
Staff Training Conducted by University/Other Colleges	0	2	2	26	04
Summer/Winter Schools, Workshops, etc	9	11	13	37	0
Any Other (please Specify)	4	1	5	9	0
Seminar/Conference	83	100	83	113	125

**2.4.11. What percentage of the faculty has?**

Invited as resource persons in workshops/seminar/conference organized by other institutions	33.58
Participated in external workshops/ seminar/ conference organized by other institutions	84.73
Teaching experience in other universities/national institutions and others	25.19
Industrial engagement	2.29
International experience in teaching	Nil

**2.4.12. How often does the College organize academic development programmes for its faculty, leading to enrichment of teaching-learning process, examination reforms, and content/knowledge management?**

**Curricular Development and Teaching-learning methods**

The college has conducted five programmes on curriculum development and teaching learning methods (refer 1.4.4). The faculties are also encouraged to attend the curricular development and teaching-learning methods conducted by other higher education institutions.

**Workshops/Seminars/Special Lectures on Research Methods and Techniques conducted by the college during the assessment period.**

Sl. No.	Programme Title and Department Organized	Date
01	UGC sponsored 2 <sup>nd</sup> Advanced Data Analysis, Business Analytics and Economics Intelligence-Economics	25.03.2010- 26.03.2010
02	Quantitative Techniques in Statistics-Statistics	19.03.2011
03	UGC sponsored seminar on Recent Trend in Statistics-Statistics	19.03. 2011
04	UGC sponsored 3 <sup>rd</sup> Advanced Data Analysis, Business Analytics and Economics Intelligence -Economics	20.06.2011- 21.06.2011
05	ICMR-New Delhi and TNSCST sponsored National Workshop of Statistical Analysis of Biological and Biomedical Data -Zoology	24.01.2012- 25.01.2012
06	UGC sponsored Workshop on Concepts and Applications of SPSS Package in Biological Sciences-Biochemistry	20.02.2014
07	Workshop on LaTeX-Mathematics	04.03. 2014
08	TNSCST sponsored National Workshop on Statistical Packages and their Applications in Life Sciences-Zoology	07.08.2014- 08.08.2014
09	Research Methods in Commerce-Commerce	11.07.2014
10	UGC sponsored Special Lecture on Research Methods-IQAC	06.02.2015
11	Invited talk on Contemporary Research Methodology	12.02.2015

**Workshops / Seminars/Special Lectures on curriculum development attended by the faculty.**

S.No	Faculty	Details of Programme Attended
<b>Business Administration</b>		
01	Dr. V. Nagajothi	Tamil Nadu State Council for Higher Education and UGC Academic Staff College, University of Madras, Chennai. 04.05.2011-02.06.2011
02	Dr. V. Sureshkumar	Tamil Nadu State Council for Higher Education and UGC Academic Staff College, University of Madras, Chennai. 04.05.2011-02.06.2011
03	Dr. S. Sasikumar	Tamil Nadu State Council for Higher Education and UGC Academic Staff College, University of Madras, Chennai. 04.05.2011-02.06.2011
<b>Biochemistry</b>		
04	Dr. K. Jeyaprakash	Workshop on World Class Curriculum Development towards Employability on 22 <sup>nd</sup> March 2013, Bharathidasan University, Thiruchirapalli. 22.03.2013 Workshop on Quality Research Report Writing , Curriculum Development Cell, Bharathidasan University, 28.02.2014
05	Dr. T. Malarvili	Workshop on Quality Research Report Writing , Curriculum Development Cell, Bharathidasan University, 28.02.2014
06	Dr. R. Senthil Kumar	Workshop on Quality Research Report Writing , Curriculum Development Cell, Bharathidasan University, 28.02.2014
07	Dr. A. Subramanian	Workshop on Quality Research Report Writing , Curriculum Development Cell, Bharathidasan University, 28.02.2014
<b>Chemistry</b>		
08	Dr. N. Ingarsal	Workshop on Quality Research Report Writing, Curriculum Development Cell, Bharathidasan University, 28.02.2014. Workshop for Chemistry Faculties-TRANSITION - 2015, Department of chemistry, Central University of Tamil Nadu, Thiruvarur-610101 on 13 & 14 March, 2015.
09	Mr. R. Chitravel	Workshop for Chemistry Faculties-TRANSITION - 2015, Department of Chemistry, Central University of Tamil Nadu, Thiruvarur-610101 on 13 & 14 March, 2015.
10	Dr. C. Kathiravan	Workshop on Quality Research Report Writing , Curriculum Development Cell, Bharathidasan University, 28.02.2014

11	Dr. M. Ravishankar	Workshop on Quality Research Report Writing , Curriculum Development Cell, Bharathidasan University, 28.02.2014
12	Dr. D. Ilangeswaran	Workshop for Chemistry Faculties-TRANSITION - 2015, Department of Chemistry, Central University of Tamil Nadu, Thiruvarur-610101 on 13 & 14 March, 2015.
<b>Computer Science</b>		
13	Dr. M.Chidambaram	Research Trends and Techniques in Computer Science, Shri Krishnaswamy College for Women, Chennai. 20.07.2013. National conference on Advanced Research Techniques in Information Technology, G. Venkataswamy Naidu College (SFC). Kovilpatti. 07.11.2014.
<b>English</b>		
14	Dr. R. Parthiban	Workshop on Quality Research Report Writing, Curriculum Development Cell, Bharathidasan University, 27.02.2014
15	Mr. G. Arunachalam	Orientation Programme for Students, National Translation Mission, Central Institute of Indian Languages, Mysore, 18- 20th January 2011 at Rajah Serfoji Govt. college, Thanjavur. One day Workshop for Members of Board of Studies on "Reform of Undergraduate and Postgraduate Curriculum for Enhancing Employability", Curriculum Development Cell, Bharathidasan University, 24 January 2013
16	Dr. G. Manivannan	Workshop on Quality Research Report Writing, Curriculum Development Cell, Bharathidasan University, 27.02.2014
17	Dr. L. Rajesh	Workshop on Quality Research Report Writing , Curriculum Development Cell, Bharathidasan University, 27.02.2014
18	Dr. N. Swaminathan	Workshop on Quality Research Report Writing , Curriculum Development Cell, Bharathidasan University, 27.02.2014
19	Dr. P. Thiagarajan	Workshop on Quality Research Report Writing , Curriculum Development Cell, Bharathidasan University, 27.02.2014
<b>Physics</b>		
20	Dr. S. Sakthivel	Workshop on Quality Research Report Writing , Curriculum Development Cell, Bharathidasan University, 28.02.2014

21	Dr. R. Veera Rathina Murugan	Workshop on Quality Research Report Writing , Curriculum Development Cell, Bharathidasan University, 28.02.2014
22	Dr. L. Chinnappa	Workshop on Quality Research Report Writing , Curriculum Development Cell, Bharathidasan University, 28.02.2014
23	Dr. T. Ganesh	Workshop on Quality Research Report Writing , Curriculum Development Cell, Bharathidasan University, 28.02.2014
<b>Zoology</b>		
24	Dr. P. Mariappan	<p>One day workshop on "Value Virtual Labs" organized by Amirtha Vishwa Vidyapeetham, Kollam, Kerala on 22.12.2014.</p> <p>Exclusive workshop for research supervisors on "Quality Research Report Writing" by Curriculum Development Cell, Bharathidasan University, Thiruchirapalli on 28.02.2014.</p> <p>Summer School on Research Proposal Writing, UGC-NRCBS-Madurai Kamaraj University, Madurai, 21-30.05.2012</p>
25	Dr. K. Rameshkumar	<p>Exclusive workshop for research supervisors on "Quality Research Report Writing by Curriculum Development Cell, Bharathidasan University, Thiruchirapalli on 28.02.2014</p> <p>One day seminar on "Quality Enhancement in Higher Education Teaching", M.R. Government Arts College, Mannargudi on 13.12.2014</p>
26	Dr. S. Babu	<p>National workshop on 'Statistical Packages and their Applications in Life Sciences' conducted at Rajah Serfoji Govt. College, Thanjavur. August, 07 and 08, 2014.</p> <p>UGC sponsored workshop on 'Recent Trends in Research Methodology' organised by College Research Committee, Government Arts College, Karur, 27.04.2014.</p> <p>National workshop on 'Statistical Analysis of Biological &amp; Biomedical Data' conducted at Rajah Serfoji Govt. College, Thanjavur. 24-25.01.2012.</p>
27	Dr. P. Murugaian	<p>Workshop for Research Supervisors on Quality Research Report Writing at Bharathidasan University Thiruchirapalli, Feb-28th 2013.</p> <p>Workshop for members of Board of Studies on Reform of Undergraduate and Postgraduate Curriculum for Enhancing Employability at Bharathidasan University Thiruchirapalli, March-22, 2013.</p>

<b>Statistics</b>		
28	Mr. V.Rajan	Faculty Development Programme on Research Methods using SPSS at Hallmark Business School, Tiruchirapalli. 7 <sup>th</sup> and 8 <sup>th</sup> January 2011 Concept and Applications of SPSS Packages in Biological Science”, 20th February 2014
29	B. Mohamed Harif	NAAC sponsored National Seminar on “Quality Enhancement in Teaching, Research and Extension in Higher Education Institutions - Prospects and Problem” Organized by Quality Assurance Cell, Jamal Mohamed College, Trichy, 15 <sup>th</sup> and 16 <sup>th</sup> April, 2010.
<b>Tamil</b>		
30	Dr. P. Rajamanickam	Quality Research Report Writing, Bharathidasan University, Thiruchirapalli, 27.02.2014. Training cum Workshop on Teaching, Learning and Evaluation of Language and Literature (Tamil), Government Arts College for Women, Krishnagiri, 13-14.02.2013.

**Examination reforms** are discussed in the staff meeting and the important suggestions are presented in the academic council for suitable actions. Reforms done in the examinations are discussed in section 2.5.2.

2.4.13. What are the teaching innovations made during the last five years? How are innovations rewarded?

Please refer to 2.3.8

2.4.14. Does the College have a mechanism to encourage Mobility of faculty between institutions for teaching? No

Faculty exchange programmes with national and international bodies? No

If yes, how have these schemes helped in enriching quality of the faculty?

## 2.5. EVALUATION PROCESS AND REFORMS

2.5.1. How does the College ensure that all the stakeholders are aware of the evaluation processes that are operative?

The evaluation of a student in a particular course is based on his/her performance both in the Continuous Internal Assessment (CIA) and the End Semester Examinations (ESE).

A student has to pass the CIA and ESE separately to get the minimum aggregate marks (UG: 40% & PG: 50%) to complete a course.

## Information to Stakeholders

All the students and teachers are informed about the process of the evaluation of their academic performances. The students are advised to inform the parents also about the system and the process of examination.

Students are orientated on all aspects of the evaluation process during the induction programme conducted for the freshers by the respective departments at the beginning of the academic year. They are also briefed about it in the principal's address to the first year students on the day they join the college.

A detailed report on the evaluation process is printed in the College Hand Book that is given to all the students every year. The Heads of Departments and the class teachers give detailed instructions about the evaluation process as and when required.

**2.5.2. What are the major evaluation reforms initiated by the College and to what extent have they been implemented in the College? Cite a few examples which have positively impacted the evaluation management system?**

## Major Evaluation Reforms

The following reforms are made in the evaluation

- In the year 2008, the number of credits assigned to the Undergraduate and Postgraduate programmes were increased to 140 and 90 from 120 and 80 respectively. This was due to the inclusion of 6 new skill-based courses and two non-major elective courses along with one general course in Environmental Science, for all the first year undergraduates.
- In subsequent years (2011-2012 academic year) as per the guidelines of Bharathidasan University the number of skill based papers was reduced to three.
- The following 3 general papers are introduced in all UG courses. These papers are recommended by the affiliated University uniformly to all the colleges.
  - 1) Value Education 2) Environmental Studies and 3) Gender Studies.
- Since 2011, though only the grading system was in practice, mark statements containing both grades and marks have been issued. This practice helps the students when they apply to other institutions and employment agencies.

- The final semesters being crucial in the career of a student, the College Academic Council and the College Council have decided to conduct instant examinations in the final semester for both UG and PG students in two papers in which they failed in any semester in their respective programmes.
- Therefore, the students who pass in the instant examination can either pursue other courses or seek employment without any delay.
- Public *viva-voce* is conducted for M. Phil. Programme by the internal and the external examiners.

2.5.3. What measures have been taken by the institution for continuous evaluation of students and ensuring their progress and improved performance?

### **Continuous Internal Assessment (CIA)**

#### **Components of CIA**

The CIA comprises Internal Tests I and II, Seminars/Quiz, Assignment, Seminar` and Attendance.

#### **Internal Tests**

There will be two centralized internal tests for each course in a semester. These tests will be conducted at an interval of nearly 45 working days. One test will be of two hours duration for 50 marks and the other for 3 hours for 75 marks.

Entire syllabus will be covered in the two tests. The consolidation of the CIA marks by the respective teacher in charge of the course is completed within five days after the Second Internal Tests.

The answer scripts are diligently evaluated by the respective course teachers and the scripts are given to the students to help them analyze their performance in the tests. The marks obtained by the students are displayed on the notice board of the department concerned.

Seminars/Quizzes conducted in every course are given due weight as that of the written tests.

If a student fails to get the passing minimum in CIA in a particular course, he/she can improve the CIA in the subsequent semesters. Though failed in CIA he/she is permitted to appear for the end-semester examinations (ESE).

Due weight is given to attendance in the CIA to ensure maximum participation in teaching – learning process.

### **End Semester Examinations (ESE)**

The end-semester examinations or summative examinations are conducted in a centralized manner, wherein double valuation is carried out for all PG programmes.

For all UG programmes single external valuation is done. Those students who want to apply for revaluation and to get the transparencies of answer scripts are permitted subject to the rules and regulations of the autonomous examination system.

When there is a difference of 15 marks in the first and second valuation of PG scripts, third valuation is done.

2.5.4. What percentage of marks is earmarked for continuous internal assessment? Indicate the mechanisms strategized to ensure rigour of the internal assessment process?

### **Marks Allotted for CIA**

Out of 100 marks allotted for a course, 25 Marks are earmarked for CIA for all major theory courses, 40 Marks for the practical examination and 50 marks for UG general papers.

Sl. No.	Particular	UG		Gen. Papers	PG		M. Phil
		Theory	Practical		Theory	Practical	
1	Assignment	8	-	Project 40	8	-	8
2	Test - Theory	12	-		12	-	16
3	Attendance	5	-	10	-	-	-
4	Seminar	-	-	-	5	-	8
5	Observation Note Book	-	10	-	-	10	-
6	Record Note Book	-	5	-	-	5	-
7	Practical Model Exam	-	25	-	-	25	-
8	Viva voce	-	-	-	-	-	8
9	Total	25	40	50	25	40	40

### **Mechanism of Continuous Evaluation**

- Seminar is made a mandatory component in CIA for every PG course. This helps the students to improve their confidence and presentation skills.
- A number of assignments on specific topics are given to the students throughout the semester to assess continuous learning and improvement of the student.
- In order to familiarize the students with problem-solving, which is a much needed skill for facing competitive examinations, a good number of problems are included in all the tests. This helps the students in the learning process too.
- Weight has been given to attendance, to check absenteeism and the dropout rate.
- Absence with valid reasons is accepted and it is ensured that such students do not lag behind in the overall performance.

2.5.5. Does the College adhere to the declared examination schedules? If not, what measures have been taken to address the delay?

#### **Adherence to the Examinations Schedule**

The schedules for the internal examinations are planned well at the beginning of the academic year and are printed in the student hand book.

The academic calendar is published in the college website [www.rsgc.ac.in](http://www.rsgc.ac.in) at the beginning of the year. Changes in the schedule if any, decided by the college council, will be intimated to the students immediately through circular which will be displayed in the main and the department notice boards.

2.5.6. What is the average time taken by the College for declaration of examination results? Indicate the mode/media adopted by the College for the publication of examination results e.g., website, SMS, email, etc.

After the semester examinations are over, the results will be published within a period of 15 days. The results are posted in the College website [www.rsgc.ac.in](http://www.rsgc.ac.in) simultaneously.

The representations received from students and staff members related to examinations are discussed in the passing board meeting which comprises the Principal, all heads of departments, one senior external examiner and the controller of examinations. The board will recommend necessary action to be taken on the representations and remedial measures are taken immediately.

M. Phil. dissertations are also evaluated based on the regulations prescribed by the affiliating university and the results are published immediately.

2.5.7. Does the college have an integrated examination platform for the following processes?

### **Examination Platform**

The College has a well structured administrative mechanism for conducting examinations, both Internal and End Semester.

The College has an Examinations Committee to conduct the Examinations. All the heads of departments and chief superintendent of examinations will be the members of the committee. The college Principal is the chairman of the committee.

The Examinations committee plans and makes decisions pertaining to the conduct of the examinations. The execution of the plans and the proposals is taken care of by the Chief Superintendent who is the convener of the Committee. The convener brings out a detailed work plan with a team comprising the teaching staff and the supporting staff.

### **Pre-Examination Process**

The team prepares a detailed time table, list of candidates, invigilators, number of halls, supervising squads, attendance sheets and mode of payment of fees.

### **Internal examinations**

For the conduct of the Centralized Internal Examinations, the schedules are arrived at based on the number of examinations and the student strength.

The maximum seating capacity of 1200 is fully utilized for the conduct of the internal examinations, so that the number of days allotted for the internal examinations does not exceed 5 to 6 working days.

Information to the students, regarding timetable, venue of the examinations and the seating arrangements is clearly displayed on the notice boards. The sign boards are circulated to the classes a week ahead of the commencement of the examinations. The question paper setting and scrutiny are taken up by the Heads of the Departments concerned. The invigilation schedule for the teachers is also drawn up and circulated a week ahead of the examinations.

The examination committee members will be on squad duty on all examination days. They will go round the examination halls to ensure proper conduct of examinations. A register is maintained to record the squad members' visit to the examination halls and suggestion if any is recorded.

## End Semester Examinations

Preparation of question papers for the end semester examinations is entrusted with the external examiners who are selected randomly from the panel of experienced and meritorious external examiners. The scrutiny of question papers will be done by well experienced external examiners. The examination schedules are also worked out by the COE, based on the number of courses and takers. The Examinations Committee collects the question papers and conducts the examinations. The answer scripts are handed over to the office of the Controller of Examinations every day. The office of the COE schedules the evaluation and publishes the results after the central valuation is completed.

### Examination Process

The question paper setters for the End Semester Examinations will be chosen from a Panel of experienced professors with expertise in the subjects concerned, from colleges belonging to the affiliating University and from the neighbouring Universities.

The eligibility of the student in terms of attendance is scrutinized by the class teacher in charge, and the list of eligible candidates is sent to the office of the COE.

Seating arrangements, with the seat numbers of the students pasted on the table, are made in all the examination halls available. The room numbers and the allotment of students to these examinations are put up on the notice boards.

Enough number of question papers are kept ready by the office of the COE under his/her supervision in sealed covers and sent to the Examinations Control Room every day, during the period of the examinations.

The invigilators will receive the duly packed question papers and answer sheets from the Chief Superintendent in the Examination Control Room.

They verify the hall tickets and the identity cards of the students allotted to them and issue the question papers and the answer sheets.

Any case of malpractice is reported to the Chief Superintendent of Examinations for follow-up action.

After the examination is over, the answer scripts are collected, arranged in order and handed over to the Chief Superintendent of Examinations.

## The Post Examinations Process

The answer scripts are transferred from the control room to the office of the COE every day and kept safe. The evaluation of answer scripts is conducted simultaneously as scheduled by the Chief Superintendent of the Central Valuation. All the answer scripts of the UG students are valued in a centrally organized single external valuation, whereas the scripts of the PG students are evaluated internally and externally.

## Valuation Process

The College has a well structured valuation process. There is a Chief Superintendent of Central Valuation (CV) who is responsible for the entire valuation process.

The Chief Superintendent of Central Valuation CV is assisted by a team of teaching and non-teaching staff members.

There is a separate hall for the valuation where the valuation is done centrally.

The following are the main functions of the Valuation Committee.

- Receiving the list of external examiners from the office of the COE.
- Planning the complete schedule of Valuation I (Internal) and Valuation II (External) for the various departments.
- Arrangements in the valuation hall and procuring stationery (pens, pads, mark sheets etc) from the COE office.
- Collecting the answer scripts from the COE's office and returning the corrected scripts and the mark statements, in sealed covers, to the COE's office.

The COE scrutinizes all the mark statements on the valuation day itself.

In case of the PG programmes if the difference between the marks by the two valuations is more than 20 % ( 15 Marks), the COE arranges immediately for the third valuation and the average of the nearest two is taken as the score.

In case of the question paper having any questions beyond the syllabus, based on valid representations from the students duly recommended by the HOD with evidence , the COE calls for the Moderation Board and the Board decides upon the need for moderation and the compensatory marks.

The Moderation Board consists of

- The Principal
- The Controller of Examinations
- All Heads of Departments
- One senior member from the External Board of Examiners

## **Publication of Results**

The Principal, in consultation with the COE, fixes a date for the meeting of the Results Passing Committee. Then the results are published after the approval of the Result Passing Committee.

### 2.5.8 Has the College introduced any reforms in its Ph.D. evaluation process?

Evaluation of Ph.D. is done only by the parent university, Bharathidasan University. The college does not have any role in it.

### 2.5.9. What efforts are made by the College to streamline the operations at the Office of the Controller of Examinations?

Mention any significant efforts which have improved the process and functioning of the examination division/section?

#### **Efforts to Streamline Operation of the COE's Office**

The COE's office functions in a separate wing of the administrative office building of the college, adjacent to principal's office ensuring confidentiality and privacy. All the functions of the COE's office are controlled by the Controller of Examinations. The operations are mostly computerized. The College has separate software designed to perform the calculations in marks, the normalization and the class performance analysis. The controller is supported by a team of 4 computer programmers, 1 accountant and 3 office assistants apart from an Assistant Controller of Examinations.

Significantly, the functions of the office have been improved, thanks to the addition of a separate unit of staff and support staff under the Examinations Committee (EC), relieving the COE's office of the responsibility of conducting the examinations. Therefore the COEs office makes every effort to maintain the process of getting quality question setters (experts), and evaluators and also the responsibility of issuing the grades and certificates on time.

CCTV cameras are fitted in the valuation hall as well as COE's office to record and monitor the activities going on and to maintain confidentiality. The Collection and expenditure of examination fund of the COE's office is maintained by the controller of examinations in computerized format. For the collection of examination fees a bank extension counter is opened in college for four days so that students can easily pay their examination fees within the campus.

Hall tickets and consolidated mark sheets to all students are issued with colour photographs along with security tag. Verification of students' mark

sheets is done on payment of stipulated fees. The credential certificate issued by the Principal and the Controller of examinations will be sent through mail immediately.

The remunerations to examiners from outside will be given through multicity cheque. Steps are being taken to pay the remuneration through NEFT directly to their bank accounts.

Instant examination results are published every year within two days from the last day of examination schedule. Students' grievances regarding examination fees, mark sheets etc. are quickly addressed. Separate registers for the following are maintained at the COE's office to deal with the pending grievances if any. A separate copy is maintained in the respective departments.

- Class wise students' bio data
- Class wise students attendance register
- Batch wise students internal mark register
- Department wise semester results
- Semester question bank etc.

The following registers are maintained by the COE's office to monitor and to improve the administration of the office.

- Principal's sanction register
- DCE/Govt. communication - incoming and outgoing separately.
- Communication from University - incoming and outgoing separately.
- Communication from the UGC - incoming and outgoing separately.
- Students grievance register
- Purchase enquiry, Quotations, Orders, Bills etc..
- Students' attendance and condonation register
- Machine maintenance/service, log book
- Examination fund cash book.
- Daily fees collections register.
- Stock register for consumables and non consumables

2.5.10. What is the mechanism for redressal of grievances with reference to evaluation?

### **Grievance Redressal**

All grievances connected with evaluation, errors in the question papers and the issue of mark statements, are immediately addressed to the COE who is available in the office from 8:30 am to 5:30 pm on all working days.

The College has a separate Grievances Redressal Cell which can be contacted any time.

Grievances regarding the need for revaluation or the quality of question paper or issues related to the supplementary valuations can also be brought to the direct notice of the Principal or the COE. The grievances are addressed according to their merit.

## **2.6. STUDENT PERFORMANCE AND LEARNING OUTCOMES**

2.6.1. Does the College have clearly stated learning outcomes for its programmes? If yes, give details on how the students and staff are made aware of these?

### **Student Performance and Learning Outcomes**

- The faculties evolve the objectives and the expected learning outcomes and present them to the Board of Studies for discussion and for approval in the Academic Council.
- All departments clearly indicate the course objectives in the curriculum.
- A copy of the syllabus is provided to all the students at the beginning of the academic year.
- The complete curriculum for each course is also published in the college website ([www.rsgc.ac.in](http://www.rsgc.ac.in)).

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

### **Monitoring the Achievement of the Learning Outcomes**

Continuous assessment is made at all levels, to monitor the effective practice of teaching and learning.

A systematic strategy is evolved to check up and rectify the lapses at every stage.

The procedure is as follows:

Objectives for every course are framed at the time of preparation of the course and the progress towards realizing the objectives is evaluated by the faculty by observing the progression of the students in higher education, employment and research.

### **Learning Outcomes**

The gifted learners are motivated to learn more, and remedial classes are conducted to enhance the performance of the slow learners.

The feedbacks from the students and the parents help the teachers to improvise the methodology of teaching.

The feedback from alumni and the feedback received from institutions where students pursue their projects also help the teachers understand if the learning outcomes are achieved.

Every semester a review meeting will be conducted after the publication of results. The marks scored by the students are taken as the final indicators of the achievement of learning outcomes by the students.

The trend or pattern in scoring is analyzed to decide whether any change is to be incorporated into the teaching process. It is also helpful to find out if any extraneous factors influence the achievement of the learning outcomes.

#### 2.6.3. How does the institution collect and analyse data on student learning outcomes and use it for overcoming barriers of learning?

The system of CIA is very effective in understanding the level of achievement of the students with regard to the learning outcomes of various courses.

The evaluative assessments of the student assignments, seminars, and practical classes are helpful in assessing the level of students 'understanding of the subjects.

The marks scored by the students in the unit tests and the cycle tests serve as indicators of the level of understanding of the students.

The tutor in charge of the class speaks to those who score poor marks to find out the difficulties experienced by them in understanding the course content and preparing for end semester examinations. If any student needs special attention in his academics, the class in charge will speak to the subject teachers to arrange for necessary remediation.

#### 2.6.4. Give Programme-wise details of the pass percentage and completion rate of students.

Sl. No	Programme	2010-11	2011-12	2012-13	2013-14	2014-15
	B.A. Tamil				83.33	76.92
01	B.A. English	91.30	85.29	79.49	40.79	43.90
02	B. A. Economics	80.77	61.96	41.98	43.28	26.19
03	BBA	90.72	85.29	57.02	51.75	43.22
04	B. Com.	91.84	88.00	62.39	70.30	58.82
05	B. Sc. Maths	66.18	89.33	79.17	72.22	90.63

06	B. Sc. Statistics	10.00	62.50	52.94	31.83	47.06
07	B. Sc. Physics	65.85	78.43	61.83	64.91	54.39
08	B. Sc. Chemistry	61.19	56.94	46.58	24.00	38.27
09	B. Sc. Zoology	81.13	78.67	66.22	27.54	33.87
10	B. Sc. Comp Science	68.52	71.43	72.06	72.22	68.12
11	B. Sc. Biochemistry	86.36	43.33	51.72	43.48	65.00
12	M.A. Tamil				90.91	75.00
13	M.A. English	74.07	91.18	85.29	55.56	76.19
14	M. A. Economics	75.86	76.67	93.55	71.43	68.75
15	M. Com.	85.71	96.77	77.42	91.67	77.14
16	M. Sc. Maths	76.60	88.46	90.38	83.33	83.58
17	M. Sc. Statistics				45.83	84.21
18	M. Sc. Physics	91.67	83.87	67.74	87.50	96.55
19	M. Sc. Chemistry	95.12	85.42	52.08	41.67	74.00
20	M. Sc. Zoology	90.00	94.74	73.68	66.00	82.50
21	M. Sc. Comp Science				86.67	95.12
22	M. Sc. Biochemistry				75.00	75.00
23	M. Phil. Comm.	100	100	100	100	-
24	M. Phil. Eco.	100	100	100	100	-
25	M. Phil. Physics	100	100	100	100	-
26	M. Phil. Chemistry	100	100	100	100	-
27	M. Phil. Zoology	100	100	100	100	-
28	M. Phil. Maths	100	100	100	100	-
29	M. Phil. Comp Science				100	-
30	M. Phil. Business Admin.				100	-

## **CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION**

### **3.1. PROMOTION OF RESEARCH**

3.1.1. Does the College have a research committee to monitor and address the issues of research? If yes, what is its composition? Mention a few recommendations which have been implemented and their impact.

Yes, The College has a research committee to monitor and address the issues of research in various departments of the college. Apart from the college Research Committee (CRC), each research department has a separate Departmental Research Committee (DRC) for selection of research scholars for admission to Ph. D.

#### **Composition of Research Committee**

Chairman : Dr. S. Anbalagan, Principal

Coordinator : Dr. T.Arivudai Nambi, Associate Professor of Physics

Members : Dr. G.Manivannan, Assistant Professor of English

Dr. V.Sureshkumar, Assistant Professor of Business Administration

#### **Important Recommendation of the Committee**

- Screening of applicants to Ph.D. programme by the college research committee
- Seminars and workshops on research methodology, research report writing, and e-content and knowledge management are to be organized for researchers
- Perusal of proposals for research projects by the faculty and the research scholars before forwarding them to various funding agencies.

#### **Implementation of the recommendation**

- i. The applicants to the Ph. D. programmes are screened by the research committee before their applications are processed. The research committee interacts with the applicants to know their research aptitude, knowledge level, and willingness to work before their applications are forwarded to the department concerned. This process helps in identifying meritorious and deserving research scholars with an aptitude for research.
- ii. Various workshops and seminars are conducted during the assessment period.

Sl. No.	Details	Date of the Event
01	2 <sup>nd</sup> Advanced Data Analysis, Business Analytics and Economics Intelligence (UGC sponsored)	25.03.2010- 26.03.2010
02	Quantitative Techniques in Statistics	19.03.2011
03	UGC sponsored seminar on "Recent Trend in Statistics"	19.03. 2011
04	3 <sup>rd</sup> Advanced Data Analysis, Business Analytics and Economics Intelligence (UGC sponsored)	20.06.2011- 21.06.2011
05	National Workshop of Statistical Analysis of Biological and Biomedical Data (ICMR-New Delhi and TNSCST sponsored)	24.01.2012- 25.01.2012
06	Workshop on concepts and applications of SPSS Package in Biological Sciences (UGC sponsored)	20.02.2014
07	Workshop on LaTeX	04.03. 2014
08	National Workshop on Statistical Packages and their Applications in Life Sciences (TNSCST sponsored)	07.08.2014- 08.08.2014
09	Research Methods in Commerce	11.07.2014
10	Special Lecture on Research Methods	06.02.2015
11	Invited talk on Contemporary Research Methodology	12.02.2015

iii. Major and minor research projects from faculty and research scholars are perused by the research committee before forwarding them to the funding agencies through proper channel. This process greatly helps in enriching the viability and relevance to the society of the research proposal.

3.1.2. What is the policy of the College to promote research culture in the College?

The policy of the college in promoting research is explicated in the following statements:

- To take all possible efforts to promote research in all faculties with special emphasis on research in socially relevant and useful areas of knowledge.
- To provide all support to the researchers in acquiring resources to carry out their research.
- To encourage publication of research findings in indexed journals and magazines.
- To encourage the researchers to apply for patent rights for their research findings.
- To develop an aptitude for research among the students and scholars to undertake socially useful research.

3.1.3. List details of prioritized research areas and the areas of expertise available with the College.

<b>Department</b>	<b>Prioritized Research Area</b>	<b>Areas of Expertise Available</b>
<b>Tamil</b>		
Dr. D.Rosi	Drama	Poetry drama Modern Literature
Dr. M. Govindaraju	Grammar, Linguistics, Modern Literature	Tholkappiyam Syntax, Free verse
Mr. S.Velayutha Perumal	Sangam Literature, Bakthi Literature	Place name study
Ms. R. Shanthi	Sangam Literature, Grammar	Tholkappiyam
Dr. R.Varatharaja	Modern Literature,	Journalism Mass Communication Functional Tamil
Dr. V. Pari	Sangam Literature, inscription, folk Lore,	Pura Literature Performing Arts
Dr. K. Parameswaran	Modern Literature	Dalit Literature
Dr. M. Kannaiyan	Modern literature	Literary Criticism
Dr. K. Ramalingam	Sangam Literature, Modern literature, Bakthi Literature	Journalism, Linguistics
Mr. R. Sadashivam	Samgam Literature, modern Literature	Pura Literature, Novel, short stories
Mr. M.Tamilarasan	Sangam Literature, modern Literature	Kannadasan poetries
Mr. S. Sathiya Moorthy	Folk Lore	Folk Song
Dr. S. Kannadasan	Grammar, Inscription,	Tholkappiyam, Nannool, Kaarikai
Dr. G. Chandran	Folk Lore	Folk song
Mr. D. Elanchezhiyan	Sangam Literature	
Dr. P. Raja Manickam	Bakthi Literature	Saivism
Dr. V.Sathy Narayanan	Grammar, Sangam Literature	Tholkkappiyam
<b>English</b>		
Dr R Parthiban	Modern British Drama	British Literature, American Literature, Commonwealth literature
Mr. Lt G Arunachalam	English Language Teaching	British Literature, American Literature, Commonwealth literature, African Literature, English Language Teaching, Applied Linguistics

Dr. S. Sakthivel	Jewish American Literature	British Literature, American Literature, Commonwealth Literature
Mr. P. Neelakandan	Indian Fiction in English	British Literature, American Literature, Commonwealth Literature
Dr G. Manivannan	African American Literature	British Literature, American Literature, Commonwealth Literature
Mr. P.N. Gunanithi	Indian Drama in English	British Literature, American Literature, Commonwealth Literature
Mr. S. Jayakumar	Indian Fiction in English	British Literature, American Literature, Commonwealth Literature
Mr. T. Devaraj	American Literature	British Literature, American Literature, Commonwealth Literature
Dr. L. Rajesh	Translation	Indian Writing in English, Journalism, Machine Translation, Lexicography
Dr. N. Swaminathan	Translation	British Literature, American Literature, commonwealth literature
Dr. P. Thiagarajan	Translation	British Literature, American Literature, Commonwealth Literature
Dr. L. Baskaran	English Grammar	British Literature, American Literature, Commonwealth Literature
Dr. S. Shanmugasundaram	English Language Teaching	British Literature, American Literature, Commonwealth Literature
Ms. D. Uma Maheswari	American Literature	British Literature, American & Commonwealth Literature
Ms. M. Sujatha	British Literature	British Literature, American Literature, Commonwealth Literature
Mr. D. Tamilvanan	American Literature	British Literature, American & Commonwealth Literature
Mr. C. Rengarajan	Indian Writing in English	British Literature, American & Commonwealth Literature

<b>Economics</b>		
Dr. C.Sunitha	Insurance Economics	Gender studies
Dr. P. Natarajan	Fiscal Economics	
Dr. G.Basker	Agricultural Economics	Marketing Problems
Dr. M.Malarvizhi	Women empowerment	Women Problems
Dr. M .Santhanalakshmi	Micro Finance	Health Economics
Dr. A. Kalaiselvi	Agricultural Economics	Trend and Productivity
Dr. T. Mahendran	Agricultural Economics	Problems and production
Dr. R. Tamizselvam	Public Finance	State Finance
<b>Mathematics</b>		
Mr. A. Saivarajan	Operation Research	Transportation Model
Ms. V. Rajam	Stochastic Process	
Mr. K. Elangovan	Stochastic Process	Manpower Model
Dr. P. Gomathi Sundari	Stochastic Process for Mathematical Modelling	Stochastic Modelling
Ms.Suganthi Mariyappan	Graph Theory	Graph Theory
Dr. N. Rajesh	General Topology	Generalization of open sets
Mr. K.S.Krishnamohan	Operation Research	
Dr.K.Muthugurupackiam	Graph Theory	Labelling of Graphs
Mr. Mohamed Harif	Fuzzy Modelling	Fuzzy Modelling in Fuzzy logic
Mr. P. Senthil Kumar	Mathematical Modelling Stochastic Modelling Fuzzy Modelling	Stochastic Modelling Fuzzy Modelling in Fuzzy logic
<b>Physics</b>		
Mr. S. Ramesh	Electronics	Electronics
Mrs. A. S. Gladys	Electronics	Electronics
Dr .A. Thiruvalluvar	X-ray Crystallography	Molecular Modelling
Dr.S.Gopalan	Polymer Physics	X-Ray Crystallography
Dr. T. Arivudai Nambi	Ultrasonics	NDT -Ultrasonics
Mr. S. Dhandapani	Ultrasonics	Thin film & Ultrasonics
Dr. S. Sakthivel	Thin film & Nano physics	Conducting Polymer films Semiconductor films Nanotechnology
Ms. S. Anjali	Thin Film Physics	Thin Film Physics & QD
Mrs. S. Rosepriya	X-ray Crystallography	Nonlinear-X-Ray Crystallography
Mrs. B. Shanmugapriya	Thin film Physics	-
Mrs. S. Senthilkumari	Crystal Growth	Single Crystal Growth

Dr. Veera Rathinamurugan	Polymer Physics	Conducting Polymer
Dr. L. Chinnappa	Thin film Physics	Oxide Materials films
Dr. T. Ganesh	Dielectric Materials	Dielectric relaxation time
Dr. N. Chidambaram	Thin film Physics	Semiconductor Material films
Mr. D. Anbuselvan	Thin film Physics	Nanoparticle
<b>Chemistry</b>		
Mr. B.Liyahath Alikhan	Organic Chemistry	Physical Chemistry
Mr. S.P.Elangovan	Inorganic Chemistry	NMR Spectroscopy
Mr. I.Gnanasundaram	Environmental Chemistry	Absorption Chemistry
Mr. K. Rajarajan	Organic Chemistry	Crystallography
Dr. N. Ingarsal	Organic Chemistry	Heterocyclic Compounds
Dr. M. Vellaisamy	Nano Materials	Reaction Kinetics
Ms. N.Punitha	Inorganic Chemistry	Solid State
Ms. M.Anitha	Organic Chemistry	Industrial Chemistry
Ms. P.Sangeetha	Organic Chemistry	Organic Triazole Compounds
Ms. M.Mangalam	Organic Chemistry	Natural Products
Ms. N.Vidhyulatha	Analytical Chemistry	Chromatography
Ms. K.Vijayalakshmi	Organic Chemistry	Nuclear Chemistry
Mr. R.Chithiravel	Organic Chemistry	Heterocyclic Compounds
Ms. G.Manimegalai	Environmental Chemistry	Adsorption Chemistry
Dr. C. Kathiravan	Inorganic Chemistry	Coordination Chemistry
Dr. M. Ravishankar	Physical Chemistry	Chemical Kinetics
Ms. R. Radhakrishnan	Applied Chemistry	Medicinal Chemistry
Dr. D. Ilangeswaran	Environmental Chemistry	Conducting Polymers
Mr. R. Balaji	Applied Chemistry	Industrial Chemistry
Dr. T. Rajkumar	Synthetic Chemistry	Polymer Chemistry
Mr. K. Babu	Heterocyclic Chemistry	Stereo Chemistry
<b>Zoology</b>		
Dr. S.S. Rajendran	Avian Ecology	Bird behaviour
Dr. A. Murthy	Aquaculture	Toxicology
Dr. M. Veerasamy	Aquaculture	Toxicology
Dr.G.Sridharan	Wet land ecology	Water birds
Dr.K.M.Subburathinam	Entomology	Stored Pest Management
Dr.P.Mariappan	Aquaculture & Vector Bio-control	Crustacean Behaviour, diversity
Dr.K.Rameshkumar	Pheromone Biology	Pheromone Biochemistry
Dr.M.Sukumaran	Aquaculture	Toxicology
Dr.S.Babu	Bioremediation	Bioremediation

Dr.S.Sivasurian	Aquaculture	Toxicology
Dr.M.Thangadurai	Aquaculture	Toxicology
Dr.M.P.Murugaian	Computational Biology	Biomedicine
Mr.S.Ramanathan	Aquaculture	Estuarine Biology
<b>Biochemistry</b>		
Dr.K.Jeyaprakash	Cancer Biology , Toxicology	Algae on Cancer, Metal toxicity, Phytotoxicology, Nanoscience
Dr .R.Senthilkumar	Immunology Clinical Biochemistry Phytomedicine	Molecular Signal Transduction, Diabetes mellitus Phytochemical constituents characterization
Dr. T.Malarvili	Phytomedicine Anti-obesity studies Cancer biology	Anti obesity potential of medicinal plants
Dr. A.Subramanian	Phytopharmacology Nanochemistry	Structural identification and study of pharmacological effect of phytochemical compounds
Dr. C.Aiyavu	Clinical research Cancer Biology	Biotechnology Molecular Biology
Dr. L.Malarvannan	Clinical Biochemistry Biochemical toxicology	Diabetes mellitus, Myocardial infarction and ulcer hepatotoxicity
<b>Statistics</b>		
Mr. P. Veeramani	Queuing Theory	
Mr. V. Murugesan	Stochastic Processes, and Biostatistics	
Mr. M. Rajan	Queuing Theory	
<b>Computer Science</b>		
Dr. K. MohanKumar	Database Management, Networking	Optimized data base design, Routing and collision avoidance
Dr. M. Chidambaram	Grid Computing	Algorithms
Mr. V. S. Suresh Kumar	Data mining	Mining Techniques
Mr. N. Suresh Babu	Data security	Cryptography
<b>Commerce</b>		
Mr. S. Shanmugam	Marketing	SSI, Human Resource& Financial Management.
Dr.V.Pugazhenthi	Finance & Marketing	Insurance, Marketing& Banking
Dr.R.P.Ramesh	Finance & Marketing	Human Resource , Banking & Cooperation
Dr.R.Kathaian	Marketing	Business Law & Accounting

Dr.S.Adaikala Charles	Marketing	Financial Management, Income Tax
Dr.V.Buvaneswaran	Finance	Human Resources, Marketing, MSME & SSI
<b>Business Administration</b>		
Dr. V. Nagajothi	Marketing	Pharmaceutical Marketing Strategy, SPSS, SAS, SEM
Dr. V. Sureshkumar	Finance and Marketing	Housing Finance and services marketing, SPSS, SEM
Dr. S. Sasikumar	HRM & Marketing	Labour Welfare FMCG Marketing
<b>History</b>		
Mr. R. Govindaraju	Panchayat Raj	Modern Education
<b>Botany</b>		
Dr. M. Jawahar	Plant Biotechnology	Tissue culture; Transgenic plant production
<b>Biotechnology</b>		
Dr. K.M. Subbu Rathinam	Stored Product Pest management.	Pest control through various eco-friendly methods.

3.1.4. What are the proactive mechanisms adopted by the College to facilitate smooth implementation of research schemes/ projects?

The college provides all possible supports to the researchers to execute the research programmes and projects. Researchers who get research projects from funding agencies like UGC, CSIR, DST etc are provided with necessary infrastructure to set up their laboratories and other facilities for research. Special care is taken to disburse the funds received from the funding agencies without any administrative delay.

#### **Advancing funds for sanctioned projects**

Being a government college research funds are released immediately after the receipt of the grants from the funding agency. As per the government norms there is no provision to advance funds for sanctioned projects.

#### **Providing seed money**

There is no provision in the administration to provide seed money to the faculty.

## **Autonomy to the principal investigator/coordinator for utilizing overhead charges**

The Principal Investigator has autonomy to utilize the amount sanctioned according to the norms of funding agency and guidelines of the college. He is also permitted to utilize the overhead charges for development of necessary laboratory facilities.

### **Timely release of grants**

On receipt of the grants from the funding agencies, the college administration immediately releases the grant as and when the Principal Investigator submits the bills without any delay.

### **Timely Auditing**

Annual audit is conducted by the government of Tamil Nadu. Separate audit is also carried out for the sanctioned projects as per the requirements of the funding agencies and on the request of the Principal Investigator.

### **Submission of utilization certificate to the funding authorities**

On completion of the research project, utilization certificates duly forwarded by the Principal are submitted to the funding agencies without any delay.

**3.1.5. How is interdisciplinary research promoted? between/among different departments of the College and collaboration with national/international institutes/ industries.**

Interdisciplinary research is always encouraged by the college. Lot of researchers have undertaken research work that involves more than one discipline. These attempts in research have given impetus to the efforts of the college to develop inter-disciplinary curriculum and research in the college.

In 2011-2012, a short term project funded by Central Institute of Classical Tamil, Chennai (Ministry of Human Resource Development, New Delhi) was carried out by Dr. M. Govindaraju of Tamil Department and Dr. P. Mariapapan of Zoology department. The main objective of the project is to highlight the scientific thoughts in classical Tamil literature.

3.1.6. Enumerate the efforts of the College in attracting researchers of eminence to visit the campus and interact with teachers and students?

Eminent researchers are invited to address the students and researchers in seminars, workshops, symposia, and conferences (Pl refer section 3.1.8).

Under the aegis of IQAC special seminars and workshops are conducted for researchers and post graduate students on research methods, tools, techniques, research writing and documentation. Researchers of repute are invited to address the scholars and students in those programmes.

3.1.7 What percentage of faculty have utilized sabbatical leave for research activities? How has the provision contributed to the research quality and culture of the College?

Though provision of sabbatical leave for research activities is available so far no staff member has utilized such facility.

3.1.8. Provide details of national and international conferences organized by the College highlighting the names of eminent scientists/scholars who participated in these events.

Conference/Seminar	Resource Persons
Tamil	
Central Institute of Classical Tamil Sponsored Programme Classical Tamil 3 day Seminar 21.01.2014-23.01.2014	Dr. A. Dakanamoorthy, Principal (Retd), Senthamizh College, Madurai  Dr. Ula. Balasubrmaiyan, Head, Department of Tamil, American College, Madurai.  Dr. G. Kaliyaperumal, Principal (Retd), Rajah's College, Thiruvaiyaru, Thanjavur - 613002
	Dr. Subas Chandrasekhar, Emeritus Professor (Retd), Department of Tamil, Rajah's College, Thiruvaiyaru,
Central Institute of Classical Tamil Sponsored Programme Classical Tamil 3 days Seminar, 20.01.2015-22.01.2015	Dr.Y.Manikandan, Head, Department of Tamil, University of Madras, Chennai.

	<p>Dr. Arranga Pari, Head, Department of Tamil, Annamalai University, Chidambaram,</p> <p>Dr.T. Malarkodi, Head, Department of Tamil, T.U.K. Arts College, Thanjavur</p> <p>Dr.Tmt.Kanchana, Prof. &amp; Head (Retd), Kerala University. Thiruvananthapuram</p>
<b>English</b>	
International Seminar on Humanistic Values in Modern Literature in English	Dr. Mallachi Edwin Vethamani, Taylor's University, Malaysia
<b>Zoology</b>	
National Symposium on Emerging Trends in Life Sciences 17.10.2010	<p>Dr. G. Archunan Prof &amp; Head, Dept. of Animal Science Bharathidasan University, Thiruchirapalli</p> <p>Dr. M. Krishnan Prof &amp; Head, Dept. of Environmental Biotechnology Bharathidasan University Thiruchirapalli</p>
National Seminar on Future Prospective of Natural Products and Food as Medicine 01.04.2012-02.04.2012	<p>Dr. P. Subramanian, Prof &amp; Head, Dept. of Animal Sciences, Bharathidasan University, Trichy</p> <p>Dr. K. Jayaprakash Chickanna Government College, Thiruppur</p>
E-waste an Emerging Pollution 13.08.2012-14.08.2012	<p>Dr. P. Subramanian, Professor of Animal Sciences, Bharathidasan University, Trichy.</p> <p>Dr. B. Kadalmuni, Assistant Professor of Animal Science Bharathidasan University, Thiruchirapalli</p> <p>Dr. K. Jayaprakash, Chikkanna Govt. Arts College, Tirupur.</p>

National Seminar on Animal Transmitted Diseases in Tropics 26.09.2012	Dr. S. Achiraman, Asst Prof of Envrn Biotechnology Bharathidasan University, Trichy  Dr. N. Punniamurthy, Professor and Head Veterinary University Training & Research Centre, Thanjavur- 613 006.
National Seminar on Current Perspectives in Biological Sciences 11.10.2012	Dr. S. Kannan, Professor and Head, Department of Zoology, Periyar University, Salem  Dr. M. Ravi, Associate Prof. of Human Genetics Sri Ramachandra University, Chennai
National Workshop on Statistical Packages and their Applications in Life Sciences 07.08.2014-08.08.2014	Dr. R. Nagarajan, Asso. Prof. of Zoology & Wildlife Biology, A.V.C. College (Autonomous) Mayiladuthurai  Prof. B. Senthilkumar, P.G. & Research Dept. of Statistics Periyar E.V.R Govt. College (Auto.) Thiruchirapalli – 620 020.
National Workshop of Statistical Analysis of Biological and Biomedical Data January 24-25, 2012 ICMR-New Delhi and TNSCST-Chennai sponsored	Dr. S. Ayyampillai Department of Economics, Bharathidasan University, Thiruchirapalli  Dr. S. Boopathi Department of Economics, Bharathiar University, Coimbatore  Dr. M. Ravichandran Dept of Environment Management Bharathidasan University, Thiruchirapalli  Dr. Chellam Balasundaram Department of Animal Science Bharathidasan University Thiruchirapalli
Popular Lectures on Biotechnology 30.01.2013 DBT-New Delhi	Dr. A. Muthusamy School of Life Sciences Manipal University, Manipal  Dr. G. Archunan Department of Animal Science Bharathidasan University Thiruchirapalli

Seminar of Health and Healthy Lifestyle Youth-led Development Outreach Programme, jointly organised with Rajiv Gandhi National Institute of Youth Development, Sriperumbudur 30.01.2015	Dr. S. Kannan Director-ASC Madurai Kamaraj University, Madurai  Dr. S. Parimala Prof & Head, Department of Ancient Studies, Tamil University, Thanjavur  Dr. K. Jayaprakash Department of Biotechnology Karpakavinayaga College of Engineering Kanchipuram  Dr. C. Sivasubramanian Dept of Envi. Sciences Tamil University, Thanjavur  Dr. P.Krishnamoorthy Asst Prof of Zoology Periyar EVR College, Thiruchirapalli
<b>Physics</b>	
Seminar on Thin Films and Carbon Nanostructures (TFCNS 2011) 26 <sup>th</sup> February 2011	Prof.K.Ramamurthy Professor, School of Physics Bharathidasan University, Thiruchirapalli  Dr.S.Jeganathan Associate Professor of Physics Bharathidasan University Thiruchirapalli
Recent Trends in Physics Research-A new Perspective 9 <sup>th</sup> March 2012	Dr.P.Philominathan Head and Associate professor of physics AVVM Sri Pushpam College, Poondi  Dr.S.Jegajothi Head and Department of IT Periyar Maniammai University, Vallam  Dr.P.Thilagan Associate professor and Head, Centre for Green Energy Technology Pondicherry University, Pondicherry
Workshop on Nano and Thin Film Materials – 2012 (WONATFM-12) October 28,2012	Dr. V. Chandramohan Department of Physics Sevugam Annamalai College, Devakkottai  Dr. R. Vijayan Department of Physics, Sevugam Annamalai College, Devakkottai

<p>First National Conference on Thin film Physics and Nanotechnology September 2-3, 2013</p>	<p>Dr. Jacob Philips Department of Instrumentation CUSAT, Cochin</p> <p>Dr. Vadivel Murugan Department of Physics Pondichery University, Pondichery</p> <p>Dr. Gopalakrishnan Department of Physics Anna University, Chennai</p> <p>Dr. V. Annamalai Department of Physics Chikkanna Govt. Arts College, Tirupur,</p> <p>Dr. A. Mohankumar Department of Zoology Chikkanna Govt. Arts College, Thiruppur</p> <p>Dr. D. Saravanan Department of Chemistry National College, Thiruchirapalli</p> <p>Dr. R. Arun Kumar Department of Chemistry IICPT, Thanjavur Tamilnadu</p>
<p>Recent Trends in Nanomaterials Science 27<sup>th</sup> February 2014</p>	<p>Dr.P.Thilagan Associate professor and Head, Centre for Green Energy Technology Pondicherry University, Pondicherry</p> <p>Dr.K.Raghu Assistant Professor of Physics Annamalai University Chidambaram</p> <p>Prof.C.Shanmugam Department of Nanotechnology Periyar Maniammai University Vallam</p>
<p>Second National Conference on Thin film Physics and Nanotechnology March 2-3, 2015</p>	<p>Prof. Dr. K. Singaravel Director IICPT, Thanjavur</p>

	<p>Prof. Dr. K. Ramamurthy Professor and Head (Physics), SRM University, Chennai</p> <p>Dr. Ashis Rawson, IICPT, Thanjavur</p> <p>Dr. R. Arun Kumar Scientist CFTRI, Mysuru</p> <p>Dr. S. Karthikeyan Chikkanna Govt. Arts College Tirupur, Tamilnadu</p> <p>Dr. V. Annamalai Chikkanna Govt. Arts College Tirupur, Tamilnadu</p> <p>Dr. H. B. Ramalingam Govt. Arts College, Uduvalaipettai, Tamilnadu</p>
<b>Biochemistry</b>	
<p>State level seminar on Modern Trends in Biological Sciences 17<sup>th</sup> Feb 2012.</p>	<p>Dr. T. Palvannan, Asst Professor, Dept of Biochemistry, Periyar University, Salem</p> <p>Dr. C. Thirunavukkarasu, Dept of Biochemistry and Molecular Biology, Pondicherry University, Pondicherry</p> <p>Dr. E. Balamurugan, Asst Professor, Dept of Biochemistry. Annamalai University, Annamalai Nagar, Chidambaram</p> <p>Dr. G. Sudhanthiran, Asst Professor of Biochemistry, University of Madras, Chennai.</p>
<p>UGC Sponsored National level Conference on Current Approaches and Challenges in Nanomaterial and Nanomedicine – 29-30<sup>th</sup> Aug 2013</p>	<p>Dr. M.G. Sethuraman, Professor &amp; Head, Department of Chemistry, Gandhigram Rural Institute, Gandhigram.</p> <p>Dr. M. Sivakumar, Coordinator, Nanoscience and Technology Program, Bharathidasan Institute of Technology, Anna University Tiruchirappalli</p> <p>Dr. K. Premkumar, Department of Biomedical Science, Bharathidasan University, Tiruchirappalli</p>

	<p>Dr. A. Arumugam, Asst. Professor of Nanoscience and Technology, Alagappa University, Karaikudi</p> <p>Dr. techn. Murthy CHAVALI Yadav, Professor, Department of Nanotechnology, Noorul Islam Center for Higher Education and University, Kumaracoil, Kanyakumari.</p> <p>Dr. S. Kumaran Shanmugam, Department of Biotechnology, Periyar Maniammai University, Vallam, Thanjavur-613 403.</p> <p>Dr. R. Anandan, Senior Scientist, Biochemistry and Nutrition Division, Central Institute of Fisheries Technology, Cochin.</p>
<b>Statistics</b>	
UGC sponsored seminar on "Recent Trend in Statistics" 19 <sup>th</sup> March 2011	<p>Dr. A. Shanthakumar Professor(Academic &amp;HRD) Indian Institute of Crop Processing Technology. Thanjavur.</p> <p>Mr. S. Irudhayaraj Dept of Statistics Adikkala Matha College, Thanjavur</p>
UGC sponsored on day workshop on "Applications of Statistics in Real Life" 24 <sup>th</sup> March 2014	<p>Dr. N. Ponnusamy Associate Professor of Statistics Periyar E.V.R College, Thiruchirapalli</p>
<b>Business Administration</b>	
National Conference on Recent Trends In Management Practice. 25 <sup>th</sup> -26 <sup>th</sup> February, 2013	<p>Mr. S. Arasu, General Manager, District Industrial Centre, Thanjavur.</p> <p>Dr. E. Eswara Reddy, Principal, Shushruti Institute of Management Studies, Bangalore.</p> <p>Dr. C. Vethirajan, Professor, Dept. of Corporate Secretaryship, School of Management, Alagappa University, Karaikudi.</p> <p>Dr. C. Paramasivan, Periyar EVR College, Thiruchirapalli</p> <p>Dr. B. Parthiban, H.O.D., Dept. of Business Administration, Govt. Arts College, Thiruvarur.</p>

	<p>Dr. N. Sumathi, Director, Adaikala Matha Institute of Management, Vallam.</p> <p>Dr. G. Rajesh Kumar, Asst. Professor of Business Administration, Govt. Arts College, Nandanam, Chennai.</p> <p>Dr.M.Lakshmi Bala, H.O.D., Dept. of Business Administration, Kundhavainachiyar Govt. Arts College, Thanjavur.</p> <p>Mr.K.G. Guru, Training Manager, Aviva Life Insurance Ltd., Chennai.</p> <p>Mr.V.Tamil Selvan, Senior Manager, Indian Overseas Bank, Thittakudi.</p> <p>Dr.D.Anand, H.O.D., Dept. of Business Administration, Govt. Arts College, Thiruvanamalai.</p> <p>Mr.V.Saravanan, Asst. Professor, Thiruthangal Nadar College, Chennai.</p> <p>Mr.R.Dhanasekar, Asst. Manager-HR Chola MS General Insurance Company Ltd, Chennai.</p> <p>Dr.R.Rajasekaran, Principal, Swamy Vevakanantha Arts &amp; Science College, Vallam</p> <p>Mr.G.Manickam, Asst. Professor of Management Studies, Md. Sathak College Arts &amp; Science Chennai.</p> <p>Dr. S. Janakiraman, Asst. Professor of Economics, Govt. Arts College, Kumbakonam.</p> <p>Dr. T. Narayanan, Asst. Professor of Business Administration, Govt. Arts College, Paramakudi.</p>
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3.1.9. Details on the College initiative in transferring/advocating the relative findings of research of the College and elsewhere to the students and the community (lab to land).

**The synthesis of organic compounds** by greener approach method using grinding technique and solvent free/less approach is taken to have better yield than conventional methods. This is an eco friendly method. A UGC-Minor Project and Student Mini Project (TANSCHE) are undertaken in this area by Mr. R. Chitravel of Chemistry Department.

**Fabrication of solar cell, using thin film and nanotechnology for green energy production.**

For fabricating solar cell, vacuum evaporation technique and spray pyrolysis techniques are used. Solar cells prepared by thin film technique are less in weight making them easy for installation. They are cost effective. For this research the UGC sponsored a Major Research Project to Dr. S. Sakthivel, Assistant Professor of Physics during 2012-2015.

3.1.10. Give details on the faculty actively involved in research (Guiding student research, leading research projects, engaged in individual or collaborative research activity etc.)

Department	Staff Name
Tamil	Dr. D. Rosi Dr. M. Govindaraju Dr. R. Varatharaja Dr. V. Pari Dr. K. Parameswaran Dr. M. Kannaiyan Dr. K. Ramalingam Dr. S. Kannadasan Dr. G. Chandran Dr. D. Elanchezhiyan Dr. P. Raja Manickam Dr. V. Sathy Narayanan
English	Dr. R. Parthipan Dr. S. Sakthivel Dr. G. Manivannan Dr. L. Rajesh Dr. P. Thiagarajan Dr. L. Baskaran Dr. S. Shanmugasundaram
Maths	Dr. P. Senthilkumar Dr. N. Rajesh Dr. K. Muthugurupackiam

Physics	Dr. A. Thiruvalluvar Dr. T. Arivudai Nambi Dr. S. Sakthivel Dr. L. Chinnappa Dr. T. Ganesh
Chemistry	Dr. N. Ingarsal Dr. M. Vellaisamy Mr. R. Chithiravel Dr. C. Kathiravan Dr. M. Ravisankar Dr. D. Ilangoeswaran Dr. T. Rajkumar
Biochemistry	Dr. K. Jeyaprakash Dr. R. Senthil Kumar Dr. T. Malarvili Dr. A. Subramanian Dr. C. Aiyavu Dr. L. Malarvannan
Economics	Dr. S. Suntha Dr. P. Natarajan Dr. A. Arulraj Dr. G. Baskar Dr. M. Malarvizhi Dr. M. Santhanalakshmi Dr. T. Mahendiran Dr. A. Kalaiselvi Dr. R. Tamilselvam
Commerce	Dr. V. Pugazhenthi Dr. R.P. Ramesh Dr. R. Kathaian Dr. S. Adaikalacharles Dr. V. Buvaneswaran
Botany	Dr. M. Jawahar
Business Administration	Dr. V. Nagajothi Dr. V. Sureshkumar Dr. S. Sasikumar
Zoology	Dr. M. Veerasamy Dr. G. Sridharan Dr. K.M. Subburathinam Dr. P. Mariappan Dr. K. Rameshkumar Dr. M. Sukumaran Dr. S. Babu Dr. S. Sivasuriyan Dr. M. Thangadurai Dr. M.P. Murugaian

### 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 for last four years.

Being a government college, there is no fund allocation for research. However, the departments are permitted to purchase equipment for research from the funds released from the UGC grants.

3.2.2. What are the financial provisions made in the College budget for supporting student research projects?

No such financial provisions are made in the college budget for supporting student projects. However students can apply for the grants provided by Tamil Nadu State Council for Higher Education, Chennai. This provision is made only for the students who are studying in Government Colleges.

3.2.3. Is there a provision in the institution to provide seed money to faculty for research? If so, what percentage of the faculty has received seed money in the last four years?

At present, no such provision is available.

3.2.4. Are there any special efforts made by the College to encourage faculty to file for patents? If so, provide details of patents filed and enumerate the sanctioned patents.

Separate patent filing support system is introduced by Tamil Nadu State Council for Science and Technology, Chennai for college teachers. Hence there is no separate patent filing support system in this college.

3.2.5. Provide the following details of ongoing research projects:

	<b>Year</b>	<b>Faculty</b>	<b>Title of the project</b>	<b>Funded by</b>	<b>Total Grant</b>
<b>A. College Funded Project: Nil</b>					
<b>B. Other agencies - national and international (specify)</b>					
<b>Minor Projects</b>					
01	2013-2014	Dr. S. Suguna Economics	Impact of Distribution of three laptop Computer to the Students of Government College of Tamil Nadu	UGC	2,80,000
02	2013-2014	Dr. A. Arulraj Economics	Human Rights Education and Research	UGC	8,00,000
03	2014-2015	Dr. M. Govindaraju Tamil	Myths Factor and its Expression in Vaanambaadi Period Poetry	UGC	2,22,00
04	2014-2015	Dr. M. Santhanalakshmi Economics	Self- Help Groups Movement Mediating Effects for the Reduction Poverty of Tamil Nadu	UGC	1,00,000
05	2014-2015	Dr. V. Pugazhenthi Commerce	An Evaluation of Community Health Insurance in Tamil Nadu with Special Reference to Thanjavur (Dt)	UGC	80,000
06	2015-2017	Dr. T. Mahendaran Economics	A Study on Rural Development through Provisions of Urban Amenities to Rural Areas ( PURA) in Thanjavur District	UGC	2,70,000
07	2015-2017	Ms. S. Senthikumari Physics	Synthesis, Growth and Characterization of 4-Methoxy benzaldihide Single Crystal	UGC	3,05,000
08	2015-2017	Dr. V. Buvaneswaran Commerce	A Study On Policy Measures For Promoting And Strengthening Of Micro Small And Medium Industries In Tamil Nadu	UGC	65,000

<b>Major Projects</b>						
01	2011-2014	Dr. K. Rameshkumar Zoology	Chemical characterization of bovine ( <i>Bos indicus</i> ) urine: A new insight into mammalian pheromones	DST-SERC Fast Track	11,67,000	
02	2012-2014	Dr. A. Arulraj Economics	NREGS is Mediating Factor for the Poverty Reduction in Rural India	UGC	5,59,800	
03	2012-2015	Dr. K. Rameshkumar Zoology	Identification of Pheromones in the Body Fluids of Bovine ( <i>Bos indicus</i> ) : A Novel Approach in Livestock Production	UGC	11,88,800	
04	2012-2015	Dr. P. Murugaian Zoology	Evaluation of Male Contraceptive Activity of <i>Plumeria alba</i> Extract Preparation in Rats	UGC	11,55,300	
05	2012-2015	Dr. S. Sakthivel Physics	Preparation, Fabrication and Characterization of Solar Cell by Thinfilm and Nanotechnology	UGC	12,92,000	
06	2013-2016	Dr. M. Sukumaran Zoology	Studies on the Environmental Inventory of the Estuarine Zone of the Muthupet Mangroves with Special Reference to Fishery Potential	UGC	9,66,800	

3.2.6. How many departments of the College have been recognized for their research activities by national / international agencies (UGC-SAP, CAS, DST-FIST; DBT, ICSSR, ICHR, ICPR, etc.) and what is the quantum of assistance received? Mention any two significant outcomes or breakthrough due to such recognition. Nil

3.2.7. List details of completed research projects undertaken by the College faculty in the last four years and mention the details of grants received for such projects (funded by Industry/ National/International agencies).

<b>Sl. No.</b>	<b>Name of the faculty</b>	<b>Title, Funding Agency and Grant Received</b>
<b>Minor and Short Term Project</b>		
01	Dr. A. Arulraj Economics 2009-2010	Poverty Reduction Through Religious Tourism UGC-Rs. 87,000
02	Dr. P. Natarajan Economics 2010-2011	Socio-Economic Condition of the Landless Women labourers in Thanjavur District UGC-Rs. 1,45,000
03	Dr. M. Sukumaran Zoology 2010-2012	Environmental Characteristics of Agniar Estuary with Special Reference to Fishery Potential UGC-Rs. 90,000
04	Dr. G. Sridharan Zoology 2011-2013	Effect of Neem Biopesticide on Repellency, Mortality, Oviposition and Development of Red Cotton Bug <i>Dysdercus</i> . UGC-Rs. 1,10,000
05	Dr. M. Govindaraju Tamil Dr. P. Mariappan Zoology 2011-2012	Reptiles in Classical Literature செவ்வியல் இலக்கியங்களில் ஊர்வன CICT-Rs. 2,50,000
06	Dr. L. Chinnappa Physics 2011-2012	Deposition and Characterization Fluorine and Antimony Doped SnO <sub>2</sub> UGC-Rs. 1,71,000
07	Dr. G. Baskar Economics 2011-2012	Paddy Marketing on Thanjavur District UGC-Rs. 70,000
08	Mr. R. Chitravel Chemistry 2012-2013	An Efficient and Novel Synthesis, Properties and Biological Activity of 2,4,6-trisubstituted Tetra Hydro Pyrans by Greener Protocol Method UGC-Rs. 4,40,000
09	Dr. L. Chinnappa Physics 2012-2013	Cost Effective Solar Cell Materials Preparation by Simple Chemical Route TANSCHE-Rs.1,00,000
10	Dr. M. Malarvzhli Economics 2012-2013	Poverty Reduction Through Women Self-help Groups Development: Reality or Myth UGC-Rs.1,00,000
11	Dr. T. Tamlilselvam Economics 2012-2013	A study of Mediating Effects on Fiscal Decentralization in State Finances of Tamil Nadu UGC-Rs. 90,000

<b>Major Research Project</b>		
01	Dr.P. Krishnamoorthy Zoology 2009-2012	Novel Method of Contraception From the Guided Fractions of <i>Andrographis paniculata</i> Root, Stem and Leaves UGC-Rs. 7,01,800
<b>Students Projects</b>		
01	K. Sudha Guide: Dr.K.Rameshkumar 2009-2010	Antimicrobial Activity of Medicinal Plants Against Pathogenic Bacteria Sponsored by: TNSCST, Chennai
02	R. Bhuvaneswari Guide: Dr.K.Rameshkumar 2009-2010	Electrophoretic Analysis of Bovine ( <i>Bos indicus</i> ) Urinary Proteins: A Novel Approach in Livestock Production Sponsored by: TNSCST, Chennai

### 3.3. RESEARCH FACILITIES

3.3.1. What efforts are made by the College to keep pace with the infrastructure requirements to facilitate Research? How and what strategies are evolved to meet the needs of researchers?

Every department has a Departmental Research Committee that discusses the requirements of infrastructure and equipment to facilitate research activity in the department. The requirements submitted by all the departments are discussed in the College Research Committee and the College Council. The college council prioritizes the requirements of the various departments and allocate funds received from the UGC and the State Government.

3.3.2. Does the College have an information resource centre to cater to the needs of researchers? If yes, provide details on the facility.

The College has a Digital Library with internet connectivity as an important information resource centre for research scholars and faculty members. The faculty members and research scholars use the services provided by the UGC-INFLIBNET through the digital library. Research scholars can take print out of e-content at subsidized rate.

3.3.3. Does the College provide residential facilities (with computer and internet facilities) for research scholars and faculty?

No

3.3.4. Does the College have a specialized research centre/workstation to address challenges of research programmes? If yes, give details.

Yes. All science departments have student laboratories for demonstration of science experiments to students; these laboratories are used by the research scholars too to conduct basic research experiments. Apart from these facilities, research labs of different areas of specialization have been set up with the project funding from various funding agencies. These laboratories are being used by the research scholars to carry out their research. The following is the list of research laboratory in the college:

- ✓ Thin Film Physics and Nanotechnology Laboratory
- ✓ Thin Film Physics Laboratory
- ✓ Pheromone Research Laboratory
- ✓ Biomedicine and Computational Biological Laboratory
- ✓ Aquatic Biology Research Laboratory
- ✓ Ultrosonics Research Laboratory
- ✓ Faraday Crystal Growth Centre
- ✓ Synthetic Premier Laboratory
- ✓ Kinetics Research Laboratory
- ✓ General Chemistry Research Laboratory

3.3.5. Does the College have research facilities (centre, etc.) of regional, national and international recognition/repute? Give a brief description of how these facilities are made use of by researchers from other laboratories.

No

#### **3.4. RESEARCH PUBLICATIONS AND AWARDS**

3.4.1. Highlight the major research achievements of the College through the following:

Major papers presented in regional, national and international conferences: Please See Annexure 3.1.

Publication per faculty: Please See Annexure 3.2.

Faculty serving on the editorial boards of national and international journals

S. No.	Faculty Name	Details
<b>Business Administration</b>		
01	Dr. V. Nagajothi	Member - Madras Management Association Member - Indian Society for Training and Development, New Delhi Advisory Committee Member, Research Explorer- International Journal (ISSN 2250-1940)
02	Dr. V. Suresh Kumar	Associate Editor, Research Explorer- International Journal (ISSN 2250-1940)
03	Dr. S. Sasikumar	Associate Editor, Research Explorer- International Journal (ISSN 2250-1940)
<b>Biochemistry</b>		
04	Dr. K. Jeyaprakash	Member in Indian Journal of Experimental Biology Reviewer International Journal of Multidisciplinary and Allied Research Review and Practices
05	Dr.R.Senthilkumar	International Journal of Academy of Sciences, Editorial Member International Journal of Medical Sciences- Reviewer
06	Dr.L.Malarvannan	Member, Indo African Journal
<b>Chemistry</b>		
07	Mr. R. Balaji	International Society of Fluoride Research - Member
08	Mr. R.Radhakrishnan	Indian Society for Technical Education (ISTE)- New Delhi- Life member
09	Dr. T. Rajkumar	Reviewer in Polymers for Advanced Technologies Polymer Composite Journal of Thermal Analysis and Colorimetry, High Performance Polymers
<b>Economics</b>		
10	Dr.A.Arulraj	Editor, International Journal Applied Management Research, TISSL Publication, Belgium Chief Editor, Tamilnadu Journal Applied Management Research TISSL Publication, Belgium
11	Dr.M.Santhanalakshmi	Member, International Journal Applied Management Research, TISSL Publication, Belgium Member, Tamilnadu Journal Applied Management Research, TISSL Publication, Belgium

<b>English</b>		
12	Dr L Rajesh	Editorial Board Member, Collins Dictionary Editorial Board Member, Longman Dictionary
<b>Physics</b>		
13	Dr. A. Thiruvalluvar	Reviewer - J. of Crystallography (Active) Reviewer - Chemical Science Review and Letters (Active) Member-Royal Society of Chemistry
14	Dr. S. Sakthivel	Editorial Board Member - NANO VISION Editorial Board Member - Journal of Physics and Industrial Physics (JPAP) Editorial Board Member - Journal of Chemistry and Chemical Sciences (JCCS) Reviewer-Physical Science Research International - UK Reviewer - Material Research -Brazil
<b>Zoology</b>		
15	Dr. P. Mariappan	Journal of Medicine and Medical Research-Reviewer Proceedings of National Academy of Science, India: B-Reviewer Saudi Journal of Biological Sciences-Reviewer Indian Journal of Pure and Applied Zoology-Reviewer Life Member Zoo Outreach Organization
16	Dr.K.Rameshkumar Editorial Board Member	The Scitech Int. J. of Genetic Engineering and Biotechnology Int. J. of Molecular Genetics Int. J. of Horticulture and Crop Science Research Global Journal of Applied Agriculture Research Life Member in Society for Reproductive Biology and Comparative Endocrinology (SRBCE)
<b>Mathematics</b>		
17	Dr. N. Rajesh Member-Review Committee	The oriental Journal of Mathematical Sciences Bulletin of Malaysian Mathematical Science Society (Malaysia) ANALELE UNIVERSITA TII DIN ORADEA-fascicola Mathematica (Romania) Journal of Advanced Research in Pure Mathematics (USA) Fasciculi Mathematici (Poland) Hacettepe Journal of Mathematics and Statistics

	International Journal of Mathematics and Mathematical Science (USA) Jordan Journal of Mathematics (Jordan) Journal of Egyptian Mathematical Society (Egypt) Bulletin of Parana's Mathematical Society (Brazil) Journal of Advanced Studies in Topology (Turkey) Demonstration Mathematica (Poland) Thai Journal of Mathematics (Thailand)
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Faculty members on the organization committees of international conferences, recognized by reputed organizations/ societies.

Dr.A.Subramanian. Assistant Professor of Biochemistry served as an active member in an International Conference in Geology, Organized by Department of Geology, GAC-Kumbakonam.

3.4.2. Does the College publish research journal(s)? If yes, indicate the composition of the editorial board, publication policies and whether it is listed in international database?

No

3.4.3. Give details of publications by the faculty:

S. No.	Details	Score
01	Number of papers published in peer reviewed journals (national / international) during the assessment period (2010-2015)	840
02	Monographs	Nil
03	Chapters in Books	111
04	Editing Books	13
05	Books with ISBN numbers with details of publishers	17
06	Number listed in International Database (For e.g. Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	107 (Scopus)
07	Citation Index - range / average	-
08	SNIP	0.037- 1.843
09	Impact factor - range / average	3.77
10	h-index	-

**Publications/Faculty**

<b>Sl. No.</b>	<b>Name of the Staff</b>	<b>Nos.</b>
<b>Botany</b>		
01	Dr. M. Jawahar	09
<b>Business Administration</b>		
02	Dr. V. Nagajothi	26
03	Dr. V. Suresh Kumar	15
04	Dr. S. Sasikumar	04
<b>Biochemistry</b>		
05	Dr. K. Jeyaprakash	22
06	Dr. R. Senthil Kumar	04
07	Dr. T. Malarvili	13
08	Dr. A. Subramanian	04
09	Dr. L. Malarvannan	02
<b>Chemistry</b>		
10	Mr. K. Rajarajan	08
11	Dr. N. Ingarsal	03
12	Dr. M. Vellaisamy	11
13	Ms. P. Sangeetha	01
14	Mr. R. Chithiravel	02
15	Ms. G. Manimegalai	02
16	Dr. M. Ravishankar	03
17	Dr. D. Ilangeswaran	03
18	Dr. R. Balaji	02
19	Dr. T. Rajkumar	04
20	Mr. K. Babu	13
<b>Commerce</b>		
21	Mr. S. Shanmugam	01
22	Dr. V. Pugazhenthi	15
23	Dr. R. P. Ramesh	20
24	Dr. R. Kathaian	03
25	Dr. V. Buvaneswaran	21
26	Dr. C.N.Rajarajan	04
<b>Computer Science</b>		
27	Dr. K. Mohankumar	06
28	Dr. M. Chidambaram	10
29	Mr. V. S. Sureshkumar	05
<b>Economics</b>		
30	Dr. C. Sunitha	20
31	Dr. P. Natarajan	07
32	Dr. A. Arulraj	33
33	Dr. M. Malarvizhi	07
34	Dr. M.Santhanalakshmi	05
35	Dr. A.Kalaiselvi	07
36	Dr.T.Mahendiran	06
37	Dr.R.Thamilselvam	01

<b>English</b>		
38	Dr. R. Parthipan	04
39	Mr. G. Arunachalam	04
40	Dr. S. Sakthivel	05
41	Mr. P. Neelakandan	01
42	Dr. G. Manivannan	06
43	Mr. P. N. Gunanithi	01
44	Mr. S. Jayakumar	01
45	Mr. T. Devaraj	02
46	Dr. L. Rajesh	05
47	Dr. N. Swaminathan	10
48	Dr. P. Thiagarajan	02
49	Dr. L. Bhaskaran	04
50	Dr. S. Shanmugasundaram	05
51	Ms. D. Umamaheshwari	01
52	Ms. M. Sujatha	01
53	Mr. B. Tamilvanan	01
54	Mr. C. Rengarajan	01
55	Mr. C.P.George Kennedy	01
56	Mr. M.Subramaniyam	01
57	Ms. S.Parameshwari	01
58	Ms. J.Durgasri	01
59	Dr. C.Suganthi	01
60	Mr. A.Indirajit	01
<b>History</b>		
61	Mr. R. Govindaraju	02
<b>Mathematics</b>		
62	Mr. A. Saivarajan	01
63	Dr. P. Gomathi Sundari	07
64	Dr. N. Rajesh	131
65	Dr. K. Muthugurupackiam	05
66	Mr. B. Mohamed Harif	06
67	Dr. P.Senthilkumar	21
68	Mr. R. Thangappan	02
<b>Physics</b>		
69	Dr. A. Thiruvalluvar	44
70	Dr. T. Arivudai Nambi	01
71	Dr. S. Sakthivel	75
72	Ms. S. Anjali	03
73	Ms. S. Rosepriya	07
74	Dr. Veerarathinamurugan	01
75	Dr. L. Chinnappa	05
76	Dr. T. Ganesh	04
77	Mr. D. Anbuselvan	04
<b>Tamil</b>		
78	Dr. M. Govindarasu	42
79	Ms.R.Shanthi	01

80	Mr. R. Varatharaja	09
81	Dr. K. Parameshwaran	01
82	Dr. M. Kannaiyan	02
83	Mr. R. Sadasivam	02
84	Dr. K. Ramalingam	01
85	Dr. S. Kannadasan	08
86	Dr. V. Sathyanaarayanan	04
87	Mr. S. Sathiyamoorthy	01
88	Dr. G. Chandran	03
89	Dr. D. Ilanchezhian	04
90	Dr. P. Rajamanickam	07
<b>Zoology</b>		
91	Dr. G. Sridharan	15
92	Dr. K. M. Subbu Rathinam	26
93	Dr. P. Mariappan	16
94	Dr. K. Rameshkumar	19
95	Dr. M. Sukumaran	22
96	Dr. S. Babu	02
97	Dr. P. Murugaian	10
<b>Statistics</b>		
98	Mr. V. Murugaesan	01
99	Mr. M. Rajan	01
100	Dr. A. Joshua Joseph	01
101	Dr. G. Arivalagan	03

\*Please see annexure 3.2. for details

3.4.4. Indicate the average number of successful M. Phil. and Ph. D. scholars guided per faculty.

Sl. No.	Course	Year				
		2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
01	M. Phil.	1.30	1.27	1.43	1.49	1.35
02	Ph. D.	1.33	0.19	0.17	0.104	0.25

Values are derived by dividing the successful candidates by the number of faculty who guide the students

3.4.5. What is the stated policy of the College to check malpractices and misconduct in research?

The college research committee advises the department research committees to follow the guidelines of the affiliating university strictly to check malpractice and misconduct in research.

3.4.6. Does the College promote interdisciplinary research? If yes, how many inter departmental/inter disciplinary research projects have been undertaken and mention the number of departments involved in such an endeavour.

Yes. The Departments of Tamil and Zoology carried out a short term research project on Reptiles in Classical Literature. The project was funded by Central Institute of Classical Tamil (Ministry of Human Resource Development, New Delhi), Chennai and carried out during 2011-2012.

3.4.7. Mention the research awards instituted by the College. Nil

3.4.8. Provide details of recognition received by the faculty from reputed professional bodies and agencies

<b>Sl. No.</b>	<b>Awards/Recognitions</b>
<b>2010-2011</b>	
01	Dr. K. Rameshkumar, Assistant Professor of Zoology DST Fast Track Young Scientist Award
02	Dr. A. Arulraj, Assistant Professor of Economics Best Teacher Award, Government of Tamil Nadu
<b>2011-2012</b>	
03	Dr. K. Rameshkumar, Assistant Professor of Zoology, Science Academies' Summer Research Fellowship
04	Dr. K. Rameshkumar , Society for Applied Biotechnology Fellow Award
05	Dr. A. Arulraj-Assistant Professor of Economics-Indo-Hungarian Educational Exchange Fellowship-Hungarian Scholarship Board and Ministry of Culture, India
06	Dr. C. Aiyavu-Assistant Professor of Biochemistry-Travel Grant by DST
07	Dr. G. Chandran-Kalai Valarmani – Tamil Nadu Government
<b>2013-2014</b>	
08	Dr.A.Thiruvalluvar - National Citizenship Gold Medal Award
09	Dr.A.Thiruvalluvar - Indhiragandhi Sadbavana Gold Medal Award
10	Dr. T. Arivudai Nambi - National Citizenship Gold Medal Award
11	Dr. T. Arivudai Nambi -Indhiragandhi Sadbavana Gold Medal Award
12	Dr. G. Chandran, Assistant Professor of Tamil, Innisai Semmal ( <b>இன்னிசைச் செம்மல்</b> ), Manitha Neyap Peravai, Thiruvarur. 28.12.2013.

<b>2014-2015</b>	
13	Dr.A.Thiruvalluvar, Bharath Gourav Award 2015
14	Dr.A.Thiruvalluvar, Glory of India Gold Medal 2015
15	Dr. T. Arivudai Nambi, Bharath Gourav Award 2015

3.4.9. State the incentives given to faculty for receiving state, national and international recognitions for research contributions. Nil

### **3.5. CONSULTANCY**

3.5.1. What is the stated policy of the College for structured consultancy? List a few important consultancy services undertaken by the College. Nil

3.5.2. Does the College have College-industry cell? If yes, what is its scope and range of activities?

The College Industry Interaction Cell (CII Cell) has been established in this academic year. It aims at establishing an interface between the talent in the college and the demand of the industry.

3.5.3. What is the mode of publicizing the expertise of the College for consultancy services? Mention the departments from whom consultancy was sought. Nil

3.5.4. How does the College encourage the faculty to utilise the expertise for consultancy services? Nil

3.5.5. List the broad areas of consultancy services provided by the College and the revenue generated during the last four years. Nil

### **3.6. EXTENSION ACTIVITIES AND INSTITUTIONAL SOCIAL RESPONSIBILITY (ISR)**

3.6.1. How does the College sensitize the faculty and students on Institutional Social Responsibilities? List the social outreach programmes which have created an impact on students' campus experience.

The College Principal conducts meetings with the staff-in-charges of the various bodies of extension activities to discuss the focus of the programmes of the academic year. The staff coordinators are requested to submit the proposed activities for the year. The programmes are discussed in the College Council before giving approval. The staff coordinators conduct meeting of student

volunteers and sensitize them about the value of social responsibilities and the duty towards society. The student volunteers are briefed about the activities of the year and motivated to participate in a meaningful way.

The following are the some of the activities under ISR during the assessment period.

### **Biochemistry**

- Medical Awareness Camp – regarding Dengue Fever and Ebola Virus Infection among the local area Manojipatti, Thanjavur on 08.10.2014
- Participation of students and faculty in Antiplastic Awareness Campaign (27.02.2015)

### **Chemistry**

- The staff members and students explained the people of Pillayairpatti village about the Hazardous Effect of Using Tobacco in any form on 25.11.2012
- M.Sc. Chemistry students visited the houses of new housing unit, Thanjavur to provide personal counselling and guidance to the occupants about the eradication of *Aedes* mosquito in order to prevent from Dengue fever on 08.12.2013.
- Awareness program on the Environmental Impact of Usage of Plastics conducted by faculty members and B. Sc. Chemistry students on 02.11.2014.

### **English**

- Three members of Staff of English department conducted English classes for the LIC employees for the examination for promotion in the LIC head office premises, Thanjavur every year in the month March, since 2011.

### **Zoology**

- TNSCST-Chennai sponsored awareness programme on “Environmental Pollution, Occupational Health Hazards and its Impacts on Human and Animal Health” for school and college students was organized on 06.01.2010.
- Zoology department conducted essay and drawing competition for school students of Thanjavur district as part of National Environmental Awareness Campaign of Ministry of Environment and Forests, New Delhi on 10.10.2012.
- Students, Scholars and Staff from Zoology department participated in the annual tiger census camp conducted at Anamalai Tiger Reserve by Tamil Nadu Forest Department in the year 2012 and 2013.

- A public lecture on biotechnology sponsored by Department of Biotechnology, Government of India was organized on 30.01.2013.
- Youth-Led Development Outreach Programme. Seminar on Health and Healthy Lifestyle for SC students. Sponsored by RGNIYD-Sriperumbudur. 30.01.2015.

## NCC

- Two of our NCC cadets attended as part of the Tamil Nadu Contingent a National Integration Camp at Indore, MP from 23.11.2012 to 04.12.2012. The company commander of the college NCC unit Lt. G. Arunachalam also attended the camp as the Contingent Commander.
- Two NCC cadets attended Thal Sainik Camp in New Delhi from 27.09.2012 to 08.10.2012. CUO. T. Dinesh won gold medal in Tent Pitching and Sgt. D. Surendar won bronze medal in Obstacle Crossing in the Competitions held at the National level.
- A blood donation camp was conducted by NCC on 04.10.2012 at Thanjavur Medical College Blood Bank. 46 Units of blood was donated.
- Four NCC cadets attended the National Integration Camp at Sathyabama University, Chennai from 18.12.2012-29.12.2012.
- SUO M. Jegadesan attended the Republic Day Parade camp at New Delhi as part of the Tamil Nadu contingent from 01.01.2013 to 19.01.2013.
- Three cadets attended NCC National Games at New Delhi in November 2013.
- Four NCC Cadets attended a National Integration Camp at Government Arts College, Kumbakonam from 04.10.2013-15.10.2013.
- Four NCC Cadets attended a National Integration Camp at Warangal, AP from 18.12.2013 to 29.12.2013.
- Two NCC Cadets participated in North East Region Trekking Camp in Shillong, Assam from 10.12.2013 to 17.12.2013.
- Three NCC cadets participated Inter Group Competitions-RDC at Madurai from 23.10.2013-02.11.2013.
- Four NCC cadets participated Inter Group Competitions-TSC at Anna University, Thiruchirapalli from 29.06.2013-08.07.2013.
- Seven NCC cadets participated Inter Group Competitions-National Sports at Salem from 29.09.2013-02.10.2013.
- Fifty Units of Blood was donated at the Blood Donation Camp organized by NCC on 09.01.2014 at Thanjavur Government Medical College Hospital Blood Bank.
- One cadet attended Republic Day Parade Camp at New Delhi in January 2014.
- National Integration Camp held at Haridwar conducted by Uttarkhand Dte from 07.06.2014-18.06.2014.
- Army attachment camp with HQ76INF BDE C/O56 APO Secunderabad. 01.09.2014-15.09.2014.

- Valley of Flash and Hemkund Saheb Trek-Doom Truck-2014. 04.09.2014-17.09.2014 at Dehradun.
- Army attachment camp held at Chennai, on 01.10.2014-15.10.2014.
- NIC held at AVC College, Mannampandal, Tamil Nadu, from 08.10.2014-19.10.2014.
- Basic Leadership Camp by TNP & AN Dte at Soklal Keda College of Arts and Science for Women, Madnankuppam, Chennai. 21-30.10.2014.
- Amarkantk Trekking Camp from 30.05.2014-06.06.2014, conducted by Madhya Pradesh and Chattisgarh Directorate.

## NSS

- Tamil Nadu Assembly election 2011, Web camera operator - 500 Students Participated (13.04.2011)
- Tamil Nadu Local Body election 2011, Web camera operator - 800 Students Participated (13.04.2011)
- Volunteers of NSS were participated in Municipal Solid Waste Management Project conducted on 15.07.2011.
- NSS volunteers participated in the medical camp organized by the Thanjavur Medical College Hospital on 13.12.2011.
- NSS volunteers assisted the local administration on the occasion of the Emperor Rajarajan Birthday celebrations as crowd controllers on 04.11.2011 and 05.11.2011.
- NSS volunteers participated in Anti Tobacco Awareness Seminar organized by Tamil Nadu Government Health Department on 07.08.2011.
- NSS Volunteers attended the Republic Day Parade selection camp conducted at Thiruvananthapuram from 22.10.2011-31.12.2011.
- Saplings were planted in the college campus on 24.02.2012 by the NSS volunteers.
- Our NSS volunteers assisted the local administration on the occasion of the Emperor Rajarajan Birthday celebrations as crowd controllers on 24.10.2012 and 25.10.2012.
- NSS volunteers participated in the Walkathon on World Health Day (24.10.2012) conducted by Meenakshi Hospital, Thanjavur.
- Our NSS volunteers participated in the Pulse Polio Immunization drive organized by Rotary Club of Thanjavur on 24.02.2013
- Our NSS volunteers participated in the awareness programme to enrol the public as voters in the electoral roll.
- A Blood Group Identification Camp was organized by college NSS
- Celebration of World Heritage Day-Cleaning of Thanjavur Big Temple - 50 NSS volunteers participated
- Formation of Human Chain by NSS volunteers on National Voter's Day to create awareness among the public
- NSS volunteers participated in the Differently Abled People Welfare Programme organized by Thanjavur District Administration
- Four hundred and fifty students actively took part in the general parliamentary election as Web Camera Operators

- 100 students participated as crowd controllers at polling stations during the parliamentary elections 2014.
- Lok Sabha election 2014, Web camera operator – 400 Students Participated (24.04.2014)
- Lok Sabha election 2014, Polling booth Student's cards (24.04.2014)
- Mass Sampling Plantation Programme was organized by NSS on 09.10.2014 and 300 saplings were planted in the college campus.
- In Manjoipatti village a health awareness programme on Dengue and Ebloa virus was organized by the Department of Biochemistry on 08.10.2014.

### **RRC**

- Members of RRC actively participated in the AIDS awareness (04.11.2012) and Blood Donation Programme (26.02.2012) organized at District Head Quarters Hospital.
- Members of RRC participated in a district level seminar on Tamil Nadu State AIDS Control Society sponsored on HIV/AIDS at Periyar Maniammai University, Thanjavur on 29.03.2012.
- Red Ribbon Club organized a blood donation awareness programme on 12.03.2015.

3.6.2. How does the College promote College-neighbourhood network and student engagement, contributing to holistic development of students and sustained community development?

Various organs of extension activities involve themselves in community service and development through engaging the community and the student volunteers in a participative manner. Student volunteers participate in various social service activities like awareness rally, cleaning programmes, assisting the local bodies and the district administration in community service and in the conduct of general elections, and elections to civic bodies. These experiences greatly contribute to the holistic development of students and sustained community development

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

The college gives all supports to faculty and students who participate in extension activities. The staff are given permission to go on duty when they participate in extension activities. The students are also given attendance benefit when they participate in extension activities.

NCC of the college involves in various social service programmes like blood donation, awareness rallies, and assisting civic societies in community development programmes (pl. refer 3.6.1)

There are four NSS units in the college. Each unit has adopted a village for a period of three years, and conduct community development programmes in the villages. The NSS units also conduct a seven days community camp once in a year in the adopted villages. During the camps, the student volunteers stay in the villages in order to learn the values of corporate living, the needs of the rural community, and selfless service (pl. refer 3.6.1).

YRC and RRC of the college have conducted programmes on health and hygiene and blood donation (pl. refer 3.6.1)'

3.6.4. Give details on social surveys, research or extension work (if any) undertaken by the College to ensure social justice and empower the underprivileged and most vulnerable sections of society? No

3.6.5. Give details of awards/recognition received by the college for extension activities/community development work.

The college NCC unit was presented with a certificate of appreciation by the blood bank of Thanjavur Medical College Hospital for conducting blood donation camp every year (2012 and 2013).

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

Promoting positive attitude, leadership qualities, citizenship, personality, cooperation, sense of duty and corporate living are some of the objectives that are intended to be promoted among the students by means of extension activities organized by the college. The experiences students get by participating in the extension activities develop the self-confidence and work culture that greatly help in dealing with their academic tasks successfully.

3.6.7. How does the College ensure the involvement of the community in its outreach activities and contribute to the community development? Detail the initiatives of the College which have encouraged community participation in its activities.

The college encourages the various welfare associations to participate in the upkeep of the college environment in orienting students towards selfless service to the community. Some of the programme in which local community is involved are:

- Saplings were planted in the college ground by Walkers Association of Thanjavur City.
- 300 saplings of different species of plants were planted in our College Campus on 9.10.2014 by NSS volunteers in association with Rotary Club of Thanjavur- Kings.

- Youth Red Cross of Rajah Serfoji Government College, Rotary Club of Thanjavur (DELTA) and Indian Red Cross Society of Thanjavur jointly organized a Blood Donation and Blood Group Identification Camp on 12<sup>th</sup> September, 2014.

3.6.8. Does the College have a mechanism to track the students' involvement in various social movements/activities which promote citizenship roles?

The college does not have a mechanism to track the student's involvement in various social movements/activities outside the purview of the college administration.

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

The relationship with other institutions in the nearby locality in working on various outreach and extension activities is given below:

- NCC cadets participated in Green Thanjavur Project organized by Periyar Maniammai University and District Administration of Thanjavur and planted saplings in Thanjavur Medical College Hospital as a part of the programme on 04.07.2011.
- Volunteers of NSS were participated in Municipal Solid Waste Management Project conducted on 15.07.2011.
- NSS volunteers participated in Anti Tobacco Awareness Seminar organized by Tamil Nadu Government Health Department on 07.08.2011.
- Members of RRC actively participated in the AIDS awareness (04.11.2012) and Blood Donation Programme (26.02.2012) organized at District Head Quarters Hospital.
- Members of RRC participated in a district level seminar on Tamil Nadu State AIDS Control Society sponsored on HIV/AIDS at Periyar Maniammai University, Thanjavur on 29.03.2012.
- NSS volunteers participated in the Walkathon on World Health Day (24.10.2012) conducted by Meenakshi Hospital, Thanjavur.
- Our NSS volunteers participated in the Pulse Polio Immunization drive organized by Rotary Club of Thanjavur on 24.02.2013
- Our NSS volunteers assisted the local administration on the occasion of the Emperor Rajarajan Birthday celebrations as crowd controllers on 24.10.2012 and 25.10.2012.
- NSS volunteers participated in the Differently Abled People Welfare Programme organized by Thanjavur District Administration

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.

Please refer section 3.6.5.

### **3.7. COLLABORATION**

3.7.1. How has the College's collaboration with other agencies impacted the visibility, identity and diversity of activities on the campus? To what extent has the College benefitted academically and financially because of collaborations?

The college has not entered into a formal agreement for collaborations with any outside agencies. However, the college collaborates with various agencies in the conduct of seminars, workshops, conferences etc. The involvement of various agencies in bringing together the talent and expertise available outside the college, greatly enhance the image of the college as a centre of learning and research.

3.7.2. Mention specific examples of, how these linkages promote

- In association with Rajiv Gandhi National Institute of Youth Development, Sriperumpudur the PG and Research Department of Zoology conducted a Youth-led Development Outreach Programme on Health and Healthy Lifestyle for SC students on 30.01.2015.
- A 50 hours course on Solar Cell Fabrication and Testing is conducted for UG/PG/M. Phil in collaboration with MHRD, NCPRE, MNRE and IIT-Bombay.
- The PG and Research Department of English conducted the following programme in collaboration with Central Institute of Indian Languages, Mysore.
  1. Orientation Programme on Translation from 18.01.2011 to 20.01.2011.
  2. Workshop on Corpus Based Dictionary from 27.01.2014 to 29.1.2014

3.7.3. Does the College have MoUs nationally/ internationally and with institutions of national importance/other universities/ industries/corporate houses etc.? If yes, explain how the MoUs have contributed in enhancing the quality and output of teaching-learning, research and development activities of the College? No

3.7.4. Have the College industry interactions resulted in the establishment/creation of highly specialized laboratories/facilities? No

Any additional information regarding Research, Consultancy and Extension, which the institution would like to include. Nil

## CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1. PHYSICAL FACILITIES

4.1.1. How does the College plan and ensure adequate availability of physical infrastructure and ensure its optimal utilization?

The college plans the physical infrastructure of the college in proportion to the student strength. Every year a report on the availability of the existing infrastructure and the requirements for the future is prepared and sent to the DCE. Being a government college the development of the infrastructure of the college is looked after by the government. A special report on the infrastructure required for the newly started courses has been sent to the DCE. In addition to that the college has sent proposals to the UGC also. Requisitions to the people's representatives are also made for infrastructure development.

4.1.2. Does the college have a policy for creation and enhancement of infrastructure in order to promote a good teaching-learning environment? If yes, mention a few recent initiatives.

The college has a policy of providing all facility to create a good teaching learning environment to the students and scholars. It takes all possible steps to identify the requirements of different departments to carry out their academic and research activities, and to fulfil them with the available infrastructure. Proposals for creating facilities for the newly started courses have been sent to the government. Some of the recent initiatives taken by the college to develop the existing infrastructure for the benefit of students and research scholars are given below:

- Digital Library
- Virtual Lab
- Audio-Visual Facilities
- Establishment of research laboratories
- Creation of Additional Class Rooms
- Creation of Laboratory for Biochemistry and Biotechnology
- Provision of internet with WiFi facility
- Construction of toilets for Physically Challenged Staff and Students

4.1.3. Does the College provide all departments with facilities like office room, common room, and separate rest rooms for women students and staff?

Yes.

4.1.4. How does the College ensure that the infrastructure facilities meet the requirements of students/staff with disabilities?

- New toilets have been constructed for physically challenged staff and students.
- For physically challenged staff and students ramps have been constructed wherever necessary.
- Class rooms are relocated in the ground floor for the convenience of physically challenged students who are not able to climb the stairs.
- During the semester examinations special attention is provided to these students to write their examinations in the halls located in the ground floor.

4.1.5. How does the College cater to the residential requirements of students?

Capacity of the hostels and occupancy (to be given separately for men and women)

Two hostels run by the Backward Community Welfare Board and SC/ST welfare board cater to the needs of the students. These hostels are located within the premises of the college which is very convenient to the students. Girl students are given accommodation in the Women's hostel run by the welfare boards of the government.

4.1.6. How does the College cope with the health related support services for its students, faculty and non-teaching staff on the campus and beyond?

Medical insurance scheme is being implemented by the government for the welfare of the teaching and non teaching staff. The college arranged for medical camps for all the staff and students.

Group Insurance scheme is available for all the students. One claim was made in the March, 2015 for an III B. Sc. Zoology student Mr. Karthik who died in a road accident.

In case of emergency the students are taken to the medical college hospital utilizing the ambulance facility of the government.

The following are some of the health related programmes conducted by the college:

<b>Sl. No.</b>	<b>Date</b>	<b>Activity</b>
01	18.08.2011	Blood Group Identification Camp-NSS
02	05.09.2011	Fire and safety management programme-Live Demonstration, Department Fire Service and Rescue, Thanjavur and NSS

03	03.10.2011	One day programme on natural calamity prevention and safety management with Sai Seva Trust and NSS
04	10.02.2011	AIDS Awareness Programme-RRC
05	26.02.2011	National Pulse Polio Programme-NSS
06	25.06.2011	District Level Blood Donation Camp-RRC
07		Blood Group Identification Camp-NSS
08	15.07.2011	Participation in Municipal Solid Waste Management Project-NSS
09	07.08.2011	Anti Tobacco Awareness Programme with Tamil Nadu Health Department-NSS
10	01.09.2011	Blood Donation Camp at Rajah Serfoji Govt College-NCC
11	24.09.2011	Pulse Polio at Rajah Serfoji Govt College, Thanjavur-NCC
12	07.12.2011	Blood Donation Camp-Rajah Mirasudar Govt Hospital and RRC
13	13.12.2011	Medical Camp for First Year Students-Thanjavur Medical College Hospital, Thanjavur-NSS
14	14.02.2012	Health Interactive Session-Rajah Mirasudar Govt Hospital Thanjavur and RRC
15	26.02.2012	Blood Donation Motivation Programme & Interactive Training Programme-RRC
16	29.02.2012	Celebrating Life-RRC
17	29.03.2012	One day programme on HIV/AIDS Awareness and Mental Health Issues-Periyar Maniammai University-RRC
18	30.03.2012	Celebrating Life Session Training at Bharathidasan University-RRC
19	13.08.2012	Blood Group Identification Camp-NSS
20	29.09.2012	World Health Day Walkathon -Meenakshi Hospital, Thanjavur
21	04.10.2012	A blood donation camp was conducted by NCC at Thanjavur Medical College Blood Bank. 46 Units of blood was donated
22	24.02.2013	Pulse Polio Immunization Drive-NSS
23	25.09.2013	AIDS Awareness, Blood Donation Motivation Programme, Rajah Mirasudar Hospital Thanjavur-RRC
24	31.12.2012	Medical Special Camp for Teaching and Non-teaching Staff-NSS
25	19.08.2013	Blood Group Identification Camp-NSS
26	19.09.2013	Blood Donation Camp-Thanjavur Cancer Canter-NSS
27	28.09.2013	Blood Donation Camp-Meenakshi Hospital, Thanjavur
28	09.01.2014	50 Units of Blood was donated at the Blood Donation Camp organized by NCC 09.01.2014 at Thanjavur Government Medical College Hospital Blood Bank
29	03.02.2014	Celebrating Life Training Programme-RRC
30	07.03.2014	Health Interactive Training Session-RRC

Blood grouping is done every year for the newly admitted students.

List of students benefited

Sl. No.	Year	No. of students benefited
01	2010-2011	1200
02	2011-2012	1157
03	2012-2013	1419
04	2013-2014	1303
05	2014-2015	1259

4.1.7. What special facilities are made available on the campus to promote interest in sports and cultural events?

The college has a well maintained play ground to promote interest in sports and games among the students.

The Physical and Infrastructure facilities available in the Sports and Physical Education Centre are:

- Basket Ball Court
- Volley Ball Court
- Ball Badminton Court
- Foot Ball Field
- Hockey Field
- Kho-Kho Field
- Out Door Shuttle Cock Court
- Cricket Pitch (with Full Mat & Half Mat),
- Kabadi Court
- 400 mts Running Track, (with Long Jump and High Jump Pits & Throwing Circles)
- Weight lifting equipments
- TT Boards are available

## 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?

Library Advisory Committee:

Chairman : Dr. S. Anbalagan, Principal

Librarian-in-charge : Dr. R. Thamilselvan, Assistant Professor of Economics

Members : Dr. L. Rajesh, Assistant Professor of English

Members : Dr. P. Rajamanickam, Assistant Professor of Tamil

### **Initiatives Taken by the Committee**

- ✓ Decentralization of issue of books through department libraries by transferring the books under various subjects to respective departments.
- ✓ Streamlining the digital resources through digital library.
- ✓ Maintenance of the reference section user friendly.

#### **4.2.2. Provide details of the following:**

Total area of the library (in Sq. Mts.)	= 3000 sq ft
Total seating capacity	= 42
Working Hours: On all days except public holidays	= 09.00-05.00

Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)

Please see annexure 4.1.

#### **4.2.3. Give details on the library holdings**

<b>Particulars</b>	<b>No.</b>
Print (Books, back volumes and thesis)	64813
Non Print (Microfiche, AV)	--
Electronic (e-books, e-Journals)	--
Special collection (eg. Text book, Reference books, standards, patents)	164
Journals	30

#### **4.2.4 What tools does the library deploy to provide access to the collection?**

OPAC: Nil

Electronic Resource Management package for e-journals:

The college has subscribed for INFLIBNET

Federated searching tools to search articles in multiple databases: No

Library Website: No

\* In-house/remote access to e-publications

The college has subscribed for INFLIBNET and Digital Library serve this purpose

#### 4.2.5. To what extent is the ICT deployed in the library?

The digital library serves as the ICT enabled source of access to the students, scholars and faculty who wish to have access to e-contents.

Total number of computers for public access:

In the digital library five networked computers with a server are available for the use of faculty, students and scholars.

Total numbers of printers for public access: 02

Internet band width speed: 2 mbps

Institutional Repository:

In the college website workshop manuals and proceedings of the seminar are made available as downloadable content under the downloads-learning manuals.

<http://www.rsgc.ac.in/#>

Content management system for e-learning: Nil

Participation in Resource sharing networks/consortia (like INFLIBNET):

The college has subscribed for INFLIBNET and MHRD virtual labs on NME.

#### 4.2.6 Provide details (per month) with regard to.

Average number of walk-ins	: 602/month
Average number of books issued/returned	: --
Ratio of library books to students enrolled	: 17.31:1
Average number of books added during last three years	: 1460
Average number of login to OPAC	: No
Average number of login to e-resources	: Not available
Average number of e-resources downloaded/printed	: Not available
Number of information literacy trainings organized	: Nil

**4.2.7. Give details of the specialized services provided by the library**

Manuscripts	: Yes
Reference	: Yes
Reprography	: Yes
ILL (Inter Library Loan Service)	: No
Information Deployment and Notification	: Yes
OPAC	: Nil
Internet Access	: Yes
Downloads	: Yes
Printouts	: Yes
Reading list/Bibliography compilation	: Yes
In-house/remote access to e-resources	: No
User Orientation	: Nil
Assistance in searching Databases	: Nil
INFLIBNET/IUC facilities	: Yes

**4.2.8 Provide details on the annual library budget and the amount spent for purchasing new books and journals.**

<b>Sl. No.</b>	<b>Year</b>	<b>Amount for Purchasing Books and Journals</b>
01	2010-2011	320984
02	2011-2012	759654
03	2012-2013	197071
04	2013-2014	582730
05	2014-2015	188000

**4.2.9. Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services.**

A register for feedback on the functioning and resources in the library is maintained by the Librarian. Students, scholars and faculties visited the library provide their feedback in the register. The librarian consolidates the feedback and presents the impact report to the library committee. The committee presents the report with its recommendations to the Principal. The Principal takes necessary steps to implement the suggestions made in the report.

**4.2.10. List the infrastructural development of the library over the last four years.**

- Addition of Steel Table and almirah
- Vacuum cleaner
- Inverter and Batteries
- Additional Chairs

**4.2.11. Did the library organize workshop/s for students, teachers, non-teaching staff of the College to facilitate better Library usage? No**

### 4.3. IT INFRASTRUCTURE

4.3.1. Does the College have a comprehensive IT policy addressing standards on IT Service Management, Information Security, Network Security, Risk Management and Software Asset Management?

The college aims at providing quality IT services to all stakeholders. All the departments, administrative office, Digital Library, Virtual Lab, and English Language Lab are provided with internet with WiFi facility. Digital Library, English Language Laboratory, Virtual Laboratory, Computer Literacy Laboratory and College Administrative Office are provided with LAN facility.

In order to avoid the break downs of the computers due to malwares and viruses antivirus software with net protection are installed in the computer. The computers are supplied by the ELCOT and are installed with preloaded licensed software.

**Computer and Software Purchase:**

Computer and Software are purchased on the basis of need and requirements received from the departments. Software purchased over the years is given below under the section 4.3.2.

4.3.2. Give details of the College's computing facilities (hardware and software).

**Hardware**

Total Computers	Computer Lab	Digital Library	Office	Departments	Others
181	59	11	8	19	84

**Software**

Sl. No.	Department	Software
01	Physics	MatLab 2013
02	Statistics	SPSS
03	Controller Office	COE Software
04	Mathematics	Scientific Workplace Three (3) Users Perceptual Desktop Academic License on Windows Platform. Matlab (MLALL) Partial Differential Equation Tool Box Symbolic Math Tool Box Optimization Tool Box Curve Fitting Tool Box
05	Zoology	Image Analyzer

Computer-student ratio: 1:0.047

As part of the initiates of the State Government's Vision 2023 Scheme, free laptops are given to all the Undergraduate Students.

Dedicated computing facility

LAN facility:

LAN facility is available in the Administrative Office, COE office, Computer Literacy Lab, English Language Lab, Virtual Lab, Digital Library, Mathematics Department Lab and Computer Science Department Laboratory.

WiFi facility:

The Administrative Office, COE Office, English Language Lab, Audio Visual Hall, Digital Library and all the departments are provided with internet with WiFi connections

Proprietary software/Open source software:

Sl. No.	Department	Software
01	Physics	MatLab 2013
02	Statistics	SPSS
03	Controller Office	COE Software
04	Mathematics	Scientific Workplace Three (3) Users Perceptual Desktop Academic License on Windows Platform. Matlab (MLALL) Partial Differential Equation Tool Box Symbolic Math Tool Box Optimization Tool Box Curve Fitting Tool Box
05	Zoology	Image Analyzer

Number of nodes/computers with internet facility

Sl. No.	Department	No. of Nodes
01	Language Lab	1+10
02	COE-Office	1+6
03	Office	1+6
04	Digital Library	1+9
05	Virtual Lab	1+4
06	Mathematics Laboratory	1+5
07	All the departments are provided with internet and WiFi connectivity	

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

- At present all the departments, COE's Office, College Administrative Office, Virtual Lab, Language Lab, Digital Library and Principal's Office are provided with internet connection with WiFi facility.
- It is planned to install a centralized WiFi facility for the benefit of all the students, scholars and staff.
- A multi-purpose copier facility has been established in the student cooperative society for the benefit of students and staff.
- Digital Boards are installed in the Audio Visual Hall and Zoology Department.

4.3.4. Give details on access to online teaching and learning resources and other knowledge, and information provided to the staff and students for quality teaching, learning and research.

- The college has subscribed to UGC-INFLIBNET which is made available in all the departments for the benefit of staff and students.
- A Digital library is functioning in the college for the benefit of students, research scholars and staff.
- A Virtual Laboratory has been established for demonstration and online practical examination. Physics and Chemistry students are benefited by doing simulation studies in the virtual labs. Students from other science faculties make use of the facilities of the virtual lab for demonstration and model practical examinations.
- All the departments have internet facility, computers and printers for the use of teachers, research scholars and students in teaching and learning and other academic pursuits.

4.3.5. Give details on the ICT enabled classrooms/learning spaces available within the College and how they are utilized for enhancing the quality of teaching and learning.

### **Audio Visual Lecture Hall**

The college has an audio visual lecture hall for the use of all the departments. The hall is equipped with a ceiling mounted LCD projector, digital board, computer with internet facility with WiFi, PA system and inverter with a seating capacity of 75. The room is utilized for delivering lectures, presentations and student seminar. The equipment present in the AV hall is greatly helpful in enhancing teaching learning experience.

## Multimedia Language Lab

The English language lab is equipped with one server and 10 client computers connected with LAN. Internet facility with WiFi is also available in the lab. A ceiling mounted projector, projector screen, PA system with cordless microphone, and home theater are available in the language lab to make it a multimedia language learning facility. Learning software and a lot of audio video content are available in the English Language Lab for the use of students. The air-conditioned lab makes English language learning a pleasant experience to the students.

Students of all the branches are taken to language lab to give them training in spoken English, exposing them to various situations by means of audio-visual projections. Students are also given liberty to make use of the facilities in the language lab to develop their listening and speaking skills. English movies based on various popular literary classics are screened in the language lab for students of English literature.

## Virtual Laboratory

The college has recently joined the MHRD's Virtual Lab as a nodal center. Through this nodal center, the students and staff members can have remote-access to virtual labs in various disciplines of Science. UG/PG students can watch demonstration and simulation experiments by using the facility. Students can conduct experiments and repeat the experiments virtually by using the login id and password provided to them. This facility helps them in learning basic and advanced concepts through remote experimentation on various topics. Students, scholars and staff members have free access to virtual tools of learning which include additional web-resources, video-lectures, animated demonstrations and self evaluation. The virtual laboratory is cost effective and eco-friendly since the materials, chemicals, equipments and spaces necessary for real time demonstration and experiments are not required in virtual demonstration.

<b>Sl. No.</b>	<b>Department/Centers where ICT enabled class rooms are available</b>
01	Department of English-English Language Laboratory
02	Department of Zoology-Laboratory and Class Room
03	Department of Physics
04	Audio Visual Hall
05	Virtual Laboratory

4.3.6. How are the faculty facilitated to prepare computer aided teaching-learning materials? What are the facilities available in the College or affiliating University for such initiatives?

All the departments are provided with the necessary IT infrastructure to prepare computer aided teaching learning material. Computers with internet facility with WiFi modem and printer cum copier are installed in all the departments. Staff members make use of the facilities to prepare computer aided teaching learning materials. Apart from these facilities, electronic boards are installed in the department of Zoology and the AV Hall. Teachers also make use the Digital Library and Virtual Library for the preparation of e-content.

4.3.7. How are the computers and their accessories maintained? (AMC, etc.)

The computers and their accessories in the college are maintained periodically and whenever the need arises. Locally available cost effective expertise is utilized for servicing and maintaining the IT infrastructure of the college.

4.3.8. Does the College avail of the National Knowledge Network connectivity directly or through the affiliating University? If so, what are the services availed of?

Yes.

- The college has subscribed to UGC-INFLIBNET through Bharathidasan University, Thiruchirapalli.
- A nodal centre of Virtual Laboratory of MHRD has been established.

4.3.9. Provide details on the provision made in the annual budget for update, deployment and maintenance of the computers in the College?

The computers are centrally purchased by the DCE and supplied to the college with preloaded software. The college allocates necessary funds for updating and maintenance of the computer from the funds available for maintenance of electronic equipment.

#### **4.4. MAINTENANCE OF CAMPUS FACILITIES**

4.4.1. Does the College have an Estate Office/designated officer for overseeing maintenance of buildings, class-rooms and laboratories? If yes, mention a few campus specific initiatives undertaken to improve the physical ambience.

The Public Works Department of the Tamil Nadu government is entrusted with the estate maintenance of the college. A designated officer at the cadre of Assistant Engineer functions as the Estate Officer. A committee of faculty under the chairmanship of the Principal prepares the report with regard to annual maintenance of the existing infrastructure and additional infrastructure and other facilities required and submit it to the Director of Collegiate Education, Chennai. The annual budgetary allocation for maintenance and development of infrastructure is sanctioned by the government based on the recommendation of the DCE. And the estate officer carries out the maintenance and development of the infrastructure as per the annual plan and budget.

<b>Facility</b>	<b>Existing</b>	<b>Required</b>	<b>Proposal Sent</b>
Class rooms	65	21	Proposal submitted to UGC, State Government and MLA and MP
Laboratories	22	10	Proposal submitted to UGC, State Government
Administrative Office and COE Office	Office Main Block	Separate Building with valuation Hall	Separate Building with valuation Hall
Auditorium	Auditorium with 300 seats capacity	Multipurpose Auditorium with a seating capacity of 1500	Proposal sent to state government
Smart Class Rooms	1 (Physics)	1 for each department	Proposal sent to state government

**4.4.2. Does the College appoint staff for maintenance and repair? If not, how are the infrastructure facilities, services and equipment maintained? Give details.**

Separate technicians for electrical maintenance and plumping works are deputed by the Public Works Department to look after the regular maintenance work in the college.

Maintenance of the equipment is done with the locally available technical services periodically and whenever need arises.

## CRITERION V: STUDENT SUPPORT AND PROGRESSION

### 5.1. STUDENT MENTORING AND SUPPORT

5.1.1. Does the College have an independent system for student support and mentoring? If yes, what are its structural and functional characteristics?

- All support and help is rendered to all students to avail themselves of the facilities and assistance provided to them by the government and the college. Information regarding the welfare measures and scholarship are made available in the student handbook.
- The tutorial system pays individual attention to every individual student in order to identify their problems and requirements with regard to scholarship, insurance and other welfare measures.
- Under the tutorial system a register is maintained by the class in charge to register the bio-data and other important details of the student.
- These details are helpful to understand the personal profile of the students so that the tutor can be supportive to the students in all possible ways.

5.1.2. What provisions exist for academic mentoring apart from class room work?

- Apart from class work the students are encouraged to participate in seminars, conference and competitions conducted by the college and other institutions.
- Remedial classes are conducted whenever the demand arises.
- Coaching classes are conducted for PG students for NET/SLET examinations.
- Special classes are arranged for preparation of competitive exams conducted by TNPSC.
- Field visits are arranged

#### Industry/Institute Visits

Sl. No.	Date	Details
<b>Zoology</b>		
01	02.01.2011- 08.01.2012	Tuticorin Fisheries College, CMFRI-Tuticorin, Thiruvananthapuram Zoo, Munnar Wildlife Sanctuary, CMFRI-Cochin
	14.03.2011- 18.03.2011	TNAU-Coimbatore, Botanical Garden, Ooty, Mudumalai Wildlife Sanctuary

	16.02.2012- 20.02.2012	TNAU-Coimbatore, Botanical Garden, Ooty, Mudumalai Wildlife Sanctuary
	06.03.2012- 10.03.2012	Visvasvaraya Museum, Mysore Zoological Garden, Sericulture Research Centre, Sandalwood Oil industry, Brindavan Garden, Ranganthittu Bird Sanctuary
	26.02.2013- 02.03.2013	Vathalakkundu, Kodaikanal, Azhiyar dam, Ooty, Dhoddapetta, Govt. Museum, Botanical Garden
	13.03.2013	Kodaikannal
	17.02.2014- 21.02.2014	Bangalore, Visvasvaraya Museum, Mysore Zoological Garden, Sericulture Research Centre , Ranganthittu Bird Sanctuary
<b>Physics</b>		
02	11.02.2011	Students visited Indian Institute of Astrophysics, Kodaikanal
<b>Chemistry</b>		
03	06.08.2010- 07.08.1010	SPIC Fertilizers- Industry, Tutticorin
	16.09.2011- 17.09.2011	SPIC Fertilizers- Industry, Tutticorin
<b>Business Administration</b>		
04	26.09.2012- 29.09.2012	Doddabetta Tea Factory-Ooty, Hindustan Film Factory, Kochin Ship Manufacturing
	27.02.2010- 29.02.2010	Murugan & Murugan Tea Estate, Kunnoor

Every department has got a club and under the aegis of these clubs competitions, student seminars and invited lectures are conducted.

Sl. No.	Year	Club Activity
<b>Business Administration</b>		
01	2011-2012	Organised a special lecture on "EDP" Dr. Thangaraj & Dr. Kalaiselvan.
	2012-2013	Organised a special lecture on "R" Programimg Dr. Prabakar. SRM- University.
	2013-2014	Organised a special lecture on "HRM" Dr. B. Babu.
	2014-2015	Business Quiz
<b>Computer Science</b>		
02	2013-2014	Students of Computer Science organized CICON - Technical Symposium and Competition on 10.09.2014.
	2014-2015	Students of Computer Science organized CICON - Technical Symposium and Competition on 25.02.2015.

<b>Mathematics</b>		
03	2011-2012	State Level Seminar on Applied Mathematics 22, March 2012
	2012-2013	Intercollegiate quiz programme 15 <sup>th</sup> March 2013
	2013-2014	Seminar on Graph Theory and Stochastic Processes 26 & 27, August 2013. Workshop on LaTeX - 4 <sup>th</sup> March, 2014 Intercollegiate Mathematical Competition - 5 <sup>th</sup> March 2014.
<b>Physics</b>		
04	2010-2011	Nanotechnology Dr. Balasubramaniam, GGRU, Dindugal. 17.03.2011.
	2011-2012	Nanochemistry Dr.V.Saravanan, National College, Thiruchirapalli. 16.02.2012.
	2012-2013	Green Nano Energy Dr.S.Thilakan, Pondicherry University, Puduchery. 14.02.2013.
	2013-2014	Thin Film Physics Dr.V.Chandramohan, Sree Sevugan Annamalai College, Devakottai 27.03.2014.
	2014-2015	Nano Physics Dr.R.Muthukumar, Government Arts College, Melur, Madurai. 20.03.2015
<b>English</b>		
05	2010-2011	Debate, quiz, Essay writing, Elocution, recitation
	2011-2012	Debate, quiz, Essay writing, Elocution, recitation
	2012-2013	Debate, quiz, Essay writing, Elocution, recitation
	2013-2014	Debate, quiz, Essay writing, Elocution, recitation
	2014-2015	Debate, quiz, Essay writing, Elocution, recitation
<b>Commerce</b>		
06	2014-2015	Research Methodology in Commerce – Modern Techniques One Must Know- Prof. P. Saravanavel- 11.07.2014 Awareness Programme about ACS Course by Dr. V. Balaji- 22.07.2014 Banking Development and its Services to MSME Sector Mr. S.K. Subbaraman-27.01.2015 Contemporary Research Methodology Dr. S. Nakkiran-12.02.2015 Success of Entrepreneurs in Tirupur Dr.B.Rajasekaran-13.02.2015

<b>Statistics</b>		
07	2010-2011	Statistics Department Association Meet (March '2011 )
	2011-2012	Statistics Department Association Meet (March '2012 )
	2012-2013	Statistics Department Association Meet (March '2013 )
	2013-2014	Statistics Department Association Meet (March '2014 )
<b>Zoology</b>		
08	2010-2011	A Talk on Perspectives of Apiculture Dr.M.Varatharajan, Associate Prof of Zoology & Wild Life Biology, A.V.C. College, Mannampandal on 22.02.2011
	2011-2012	One day Workshop on Entrepreneurial Avenues in Livestock and Fisheries Sectors by Dr.N.Punniyamurthy, Prof & Head Ethanoveterinary Herbal Training and Research Unit, Thanjavur on 01.03.2012
	2012-2013	Zoological Thoughts of Ancient Tamils Prof.K.Parimala, Prof. & Head Dept. of Ancient Science, Tamil University, Thanjavur
	2013-2014	Biodiversity: Yesterday & Today Prof.K.Parimala, Prof. & Head Dept. of Ancient Science, Tamil University, Thanjavur
	2014-2015	'கருவின் உருவாக்கமும் பெற்றோரும்' (Embryo formation and Parents) Dr. V. Thamilarasan, Greenfield Academy Montessori International School, Thanjavur. 13.03.2015
<b>Biochemistry</b>		
09	2010-2011	Recent Trends in nanotechnology Dr.S.Kumaran, Dept of Biotechnology, Periyar Maniammai University, Thanjavur, 10.04.2011
	2012-2013	Scope and opportunities in Biochemistry Dr.M.Kalaivani, Head, Dept of Biochemistry, Abi & Abi College of Arts & Science , Thanjavur, 05.03.2013
	2013-2014	SPSS Packages Dr.P.Mariappan, Asst. Prof. of Zoology, Rajah Serfoji Govt College, Thanjavur -05, 08.04.2014
	2014-2015	Stress Management Dr.S.Velavan, Director, Harman Research Institute, Thanjavur, 23.03.2015 Literary Club Competitions: Essay and Speech competitions for UG and PG Students, 19.02.2015
<b>Economics</b>		
10	2010-2011	Union Budget Dr. R. Rajendran, Professor, Government College for Men, Kumbakonam. 18.02.2011

	2011-2012	Opportunities in Economics Studies Dr. A. Narayananamoorthy, Professor, Dept of Economics, Alagappa University, Karaikudi Dr.V.R. Mathiazhagan, Associate Professor, National College, Thiruchirapalli. 15.02.2012.
	2012-2013	Issues in Indian Economy Dr. R. Veerasamy, Principal, Bharath College, Thanjavur. 13.02.2013
	2013-2014	Employment opportunities for Economic Students Dr. Balasubramanian, Professor of Economics, Sri AVVM Pushpam, College, Poondi. 12.02.2014
	2014-2015	Women Empowerment Dr. Balasubramanian, Professor of Economics, Sri AVVM Pushpam, College, Poondi. 26.02.2015
<b>Chemistry</b>		
11	2010-2011	Catalysis an Overview Dr.R. Karvembu, Associate Professor of Chemistry, NIT- Thiruchirapalli. 05.03.2011
	2011-2012	Food Chemistry Mr.K.Veeramani, Associate Professor of Chemistry (Retd), Rajah Serfoji Govt. College, Thanjavur-613005. 14.03.2012.
	2012-2013	Green Chemistry Mr. V.A.Elavalagan, Associate Professor of Chemistry, A.V.V.M. Sri Pushpam College, Poondi. 06.03.2013.
	2013-2014	Recent Trends in Chemistry Mr.R.Veerasamy, Associate Professor of Chemistry (Retd), Rajah Serfoji Govt. College, Thanjavur-613005. 04.04.2014
	2014-2015	Lecture On Siddha Chemistry Dr.V.Elango, Assistant Professor, Department of Siddha Medicine, Tamil University, Thanjavur. 10.04.2015

5.1.3. Does the College provide personal enhancement and development schemes for students? If yes, describe the techniques employed e.g., career counselling, soft skill development, etc.

The college conducts coaching class for NET/SLET examinations and other competitive examinations. Programmes on personality development, career counselling and soft skill development are conducted by the Career Guidance and Placement Cell.

5.1.4. Does the College publish its updated prospectus and handbook annually? If yes, what is the activities/information included/provided to students through these documents? Is there a provision for online access?

Yes, the College publishes its updated prospectus and handbook annually. In the prospectus, list of courses available, eligibility criteria, schedule of admission process and the guidelines stipulated by the government and the affiliating university for admissions are provided.

The following information is included in the Student Handbook.

- Contact details of the college
- Student bio-data form
- The mission of the college
- A brief history of the college
- Chronological order of former principals
- List of faculty
- List of administrative staff
- Courses available
- Fee structure for various courses
- Fee structure for examinations
- Regulations regarding fee structure
- Rules and regulations for students
- Procedure to get transfer certificate
- Leave rules and leave application
- Rules regarding practical examinations
- Physical education and other extension activities
- Various clubs and associations
- College library and book bank
- Scholarship details
- Titles of various core and elective courses
- Academic calendar

The information on various academic activities is updated then and there. One can have access to the academic calendar, application and prospectus from the college website.

**5.1.5.** Specify the type and number of scholarships/freeships given to students (UG/PG/M.Phil/Ph.D./Diploma/others in tabular form) by the College Management during the last four years. Indicate whether the financial aid was available on time.

Course	2010-2011		2011-2012		2012-2013		2013-2014		2014-2015	
	No	Amount								
UG	1503	2404800	1415	2264000	1897	3983700	1985	4168596	2443	6466917
PG	436	2289000	356	1167646	458	3234543	436	2859098	565	3107500
M. Phil.	94	605014	98	630728	118	885000	108	810000	102	675650
Ph.D.	0	0	0	0	5	180000	18	880000	16	744000
Total	2033	5898814	1869	4062374	2478	8283243	2547	8717694	3126	10994067

5.1.6 What percentage of students receives financial assistance from state government, central government and other national agencies? (e.g., Kishore Vaigyanik Protsahan Yojana (KVPY), SN Bose Fellow, etc.)

<b>Sl. No.</b>	<b>Year</b>	<b>No of students receiving financial assistance</b>
01	2010-2011	5
02	2011-2012	8
03	2012-2013	14
04	2013-2014	31
05	2014-2015	24

5.1.7. Does the College have an International Student Cell to cater to the needs of foreign students? If so, what measures have been taken to attract foreign students?

No

5.1.8. What types of support services are available for

**Overseas students:** No

#### **Physically challenged/differently abled students**

- All possible help is rendered to the physically and visually handicapped students to facilitate a comfortable and hassle free campus life.
- Ramps are built wherever necessary to facilitate easy movement of the physically challenged students.
- The classes in which the physically challenged or differently-abled students study are located in the ground floor of the buildings.
- Separate toilets with ramps are built for these students.
- The visually challenged were provided with audio storage devices to enable them to store academic content in the audio format under the UGC-HEPSN.
- Visually challenged students are also provided with scribes for theory examinations.
- All care is taken to ensure that these students never feel let down and that they enjoy all the benefits of the campus life like every other student.

#### **SC/ST, OBC and economically weaker sections**

- The state government has provided well defined allocation of seats to students belonging to SC/ST/OBC, Women, Different categories of persons with disabilities, and outstanding achievers in sports and extracurricular activities, based on its policy of reservation.

- Economically and socially backward students are given information about the various schemes and scholarships offered to them by the government.
- Two hostels run by the Backward Community Welfare Board and SC/ST Welfare Board cater to the needs of the students.
- Girl students are given accommodation in the Women's hostel run by the welfare boards of the government.
- Remedial courses sponsored by the UGC are conducted every year for SC, ST and OBC students to help them overcome the difficulties they face in pursuing the academic programmes.

### **Students to participate in various competitions/conferences in India and abroad**

- The college supports the students who are participating in various competitions with the funds available under various heads for this purpose. Students are given attendance benefit during this period.
- The state government sponsors the students who are selected under study abroad programme. They can do one semester in any UK university under this programme. The government sponsors all the expenses for this programme. The Department of English trains the eligible candidates to clear the IELTS examination which is a mandatory criterion in selection procedure.

### **Health Centre, Health Insurance etc.,**

Bharathidasan University entered into an agreement with The New India Assurance Company Limited for Life Insurance of the Students of the affiliated colleges. Under this provision students of our college pay an annual premium of Rs 25 each. It is made compulsory for the students and the premium is collected along with other fees. In case of death or permanent disability the student or the family members of the student are entitled for a compensation of Rs 1.5 lakh.

For NCC cadets an insurance scheme of All India Cadets Welfare Society and NCC Group Insurance Scheme are available. For which each cadet pays an annual premium of Rs. 12 for both the schemes.

### **Skill development (Spoken English, Computer Literacy, etc.)**

Special classes for developing communication skills in English and soft skills are conducted for the benefit of the students out of the college hours. Steps are being taken to conduct concurrent courses in communicative English and Soft Skills.

All under graduate students are given a certificate course in computer literacy every year. This is a mandatory course for all under graduate courses. A certificate is given to all the students on completion of the course which will be an additional qualification for employment along with their graduation.

ICTACT-ELCOT sponsored Entrepreneurship Awareness Camp & Entrepreneurship Development Programme camps were conducted in the college during the academic year 2014-2015.

Robotic Training Programmes (Free Job Guaranteed Programme) sponsored by Electronics Corporation of India Limited (Under Atomic Energy Department) is conducted by the Department of Physics.

Efforts are being taken by the Department of Physics to conduct wiring and plumbing courses sponsored by Electronics Corporation of India Limited (Under Atomic Energy Department) from the academic year 2015-16.

Performance enhancement for slow learners/students who are at risk of failure and dropouts

Every department conducts remedial courses for those who face difficulties in understanding the course modules and the lessons. These courses are conducted after the class hours without disturbing the class and laboratory work. These courses are greatly beneficial to slow learners and under performers in the examinations.

**Exposure of students to other institutions of higher learning/corporate/business houses, etc:** Please Refer Section 5.1.2.

### **Publication of Student Magazines**

Creative expressions and informative writings of students are published in the college magazine every year. The magazine which serves as a token of appreciation and encouragement is given to all students every year. Many students experiment with their creative expressions for the first time in the magazines. The publication of the writing gives the students immense gratification and encourages them to develop their writing skills.

**5.1.9. Does the College provide guidance/coaching classes for Civil Services, Defence Services, NET/SLET and any other competitive examinations? If yes, what is the outcome?**

Yes. Special coaching classes are conducted every year to prepare the students for competitive examinations.

### Details of Coaching Classes Conducted

Sl. No.	Year	SLET/NET	Remedial Coaching	Civil Services
01	2010-2011	285	--	--
02	2011-2012	--	2089	--
03	2012-2013	--	935	798
04	2014-2015	--	246	

5.1.10. Mention the policies of the College for enhancing student participation in sports and extracurricular activities through strategies such as:

#### **Additional academic support, flexibility in examinations**

Students who participate in sports and extracurricular activities are given special attention with regard to academic performance. Special classes are conducted to make up for the class hours and lessons they had to forgo in order to participate in sports and other competitions. Necessary learning materials are provided to them. They are also permitted to appear for the internal tests and other requirements under CIA whenever they are available in the college.

#### **Special dietary requirements, sports uniform and materials**

Food allowance is given to the sports persons during the sports event. College has the provision to provide sports uniform to the students.

5.1.11. Does the College have an institutionalized mechanism for placement of its students? What services are provided to help students identify job opportunities, prepare themselves for interview, and develop entrepreneurship skills?

The college has a Training and Placement Cell (TAPC), Entrepreneur Cell (ECell) and College Industry Interaction Cell (CIICell) for training and placement of the students. The training and placement cell organizes regular programmes to impart necessary skills and enhance the employability of the students.

Some of the programmes conducted by Entrepreneur Cell (ECell) are:

- Entrepreneurship Awareness Campaign by ICTAT on 13.02.2015.
- Entrepreneurship Development Programmes (5 days), 16.04.2015-21.04.2015.

5.1.12. Give the number of students selected during campus interviews by different employers (list the employers and the number of companies who visited the campus annually for the last four years).

Year	Company	No Persons Placed
2011-2012	1	Nil
2012-2013	5	101
2013-2014	--	3
2014-2015	7	116

5.1.13 Does the College have a registered Alumni association? If yes, what are its activities and contributions to the development of the College?

- The college has an Alumni Association.
- Alumni association shoulders the responsibility of conducting the convocation ceremony with the college management every year.
- The Alumni of the college take keen interest in developing the green cover of the college by planting tree saplings in the sprawling college campus.
- Distinguished alumni are invited to deliver lectures on various topics like
  - Personality development
  - Soft skills
  - Career Guidance
  - Employment Opportunities

Following are the programmes in which some of our distinguished alumni participated

<b>Sl. No</b>	<b>Date</b>	<b>Programme Title and Resource Person</b>
01	28.12.2011- 29.12.2011	Personality Development Programme Mr. A. Shanmugasundaram Value Plus (Soft Skill Trainers), Chennai
02	21.02.2012	Personality Development Programme Mr.M.Sivaganesan LIC, Development Officer, Mannargudi
03	23.01.2013	Personality Development Programme Mr.S.Balamurugan, Brain Train Soft Skill Institution, Madurai
04	18.02.2013	Social Responsibility of Youth Dr.V.R.Mathiyalagan National College, Thiruchirapalli
05	14.08.2014	Personality Development Training Mr. Vijay Mithra, Mr. K. Balaji, Mr. Dominic Sekar JCI, Thanjavur
06	05.03.2015	Career Awareness Seminar Mr.S.Veerapandian Scientific Officer, National Test House, Chennai

5.1.14 Does the College have a student grievance redressal cell? Give details of the nature of grievances reported and how they were redressed.

The college has a Grievance Redressal Cell (GRC) to look into the grievances of the students and to recommend possible solutions to the Principal to redress the grievance. Three faculty members from three different faculties constitute the Grievance Redressal Cell under the chairmanship of the Principal. Students submit the demands and grievance to the Principal in writing. The

Principal asks the GRC to look into the demands and grievances and come out with suggestions to solve the problems. Some of the important demands and grievances redressed in the assessment period are:

- Improvement of drinking water facility to staff and students
- Creation of additional class rooms within the existing facility
- Installation of photocopier in the student cooperative society
- Installation of internet facility with WiFi in the Departments
- Installation of napkin vending machine in ladies waiting room
- New toilets have been constructed for physically challenged staff and students.
- For physically challenged staff and students ramps have been constructed wherever necessary.

5.1.15. Does the College have a cell and mechanism to resolve issues of sexual harassment?

A special cell to redress the grievances of the girl students is functioning with three women faculty under the chairmanship of Principal. They look into complaints of the girl students. They often conduct meetings with the girl students at the department level and the college level to interact with them to know whether they face any problems in the campus from any quarter. Girl students also meet the members when they have any personal problems in the college and in the domestic circumstances also. The faculty and students cooperate appreciably in maintaining a healthy social atmosphere for both boy and girl students. Hence there have not been any major complaints about gender issues.

5.1.16. 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?

Yes. An Anti-ragging Committee is in force to curb the ragging menace in the campus. The college enforces all the rules, regulations and instructions given by the government to curb the menace of ragging. In the beginning of the academic year after the first year UG admissions are over the anti ragging cell conducts an awareness meeting for the students. The evil effects of ragging are explained to the students along with the various laws and regulations stipulated by the government to curb the menace of ragging in higher education institutions. What kind of penal actions can be taken against the offenders is clearly explained to them by the Principal and members of the committee. It is mentioned in the student hand book too.

Notice boards and sign boards with warnings and help line numbers are displayed in all the blocks at prominent places. The students are very cooperative in eradicating the menace of ragging from the campus which is evident from the fact that during the assessment period no complaint of ragging has been received from the students.

5.1.17. How does the College elicit the cooperation from all stakeholders to ensure overall development of the students considering the curricular and co-curricular activities, research, community orientation, etc.?

All the activities regarding curricular and co-curricular activities, research, and community orientation are planned by the college council under the chairmanship of the Principal. The council coordinates with all the coordinators of different associations, committees and cells to plan their activities for the holistic development of the students.

5.1.18. What special schemes/mechanisms are in place to motivate students for participation in extracurricular activities such as sports, cultural events, etc?

Equal importance is given to extension activities (co-curricular and extra-curricular) to identify and bring out the potentials and latent talents of the students. Students are encouraged to join National Cadet Corps, National Service Scheme, Youth Red Cross Society, Red Ribbon Club, Sports and Games, Consumer Forum, and other extension activities. Extension activities are made part of the curriculum under Part-5 and given credits under CBCS. The students who participate in these curricular and co-curricular activities are given attendance benefit. Special classes and flexibility in evaluation schedule are given to the students to compensate the class hours.

5.1.19. How does the College ensure participation of women in 'intra' and 'inter' institutional sports competitions and cultural activities? Provides details of sports and cultural activities in which such efforts were made?

Girl students are given equal importance in sports and cultural events.

Following are some of the events girl students participated in sports activity outside the college. Separate intra mural sports and games are also conducted for the girl students of the college.

Sl. No.	Event & Prize won	Date	Place
01	Kabadi (Women)	11.10.2010-13.10.2010	Govt Arts College Kumbakonam
02	Kabadi (Women)	29.08.2013-30.08.2013	AVVM Sri Pushpam College Poondi.
03	Athletics (Women)	01.10.2013-02.10.2013	H.H.Rajah College Pudukkottai.
04	Weight Lifting (Women)- A. Aarthi - II Prize	19.08.2014	Bharathidasan University Intercollegiate Tournament

## 5.2 STUDENT PROGRESSION

5.2.1. Provide details of programme-wise success rate of the College for the last four years. How does the College compare itself with the performance of other autonomous Colleges/universities (if available)

Course	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
B.A. Tamil				83.33	76.92
B.A. English	91.30	85.29	79.49	40.79	43.90
B. A. Economics	80.77	61.96	41.98	43.28	26.19
BBA	90.72	85.29	57.02	51.75	43.22
B. Com.	91.84	88.00	62.39	70.30	58.82
B. Sc. Maths	66.18	89.33	79.17	72.22	90.63
B. Sc. Statistics	10.00	62.50	52.94	31.83	47.06
B. Sc. Physics	65.85	78.43	61.83	64.91	54.39
B. Sc. Chemistry	61.19	56.94	46.58	24.00	38.27
B. Sc. Zoology	81.13	78.67	66.22	27.54	33.87
B. Sc. Comp Sci	68.52	71.43	72.06	72.22	68.12
B. Sc. Biochemistry	86.36	43.33	51.72	43.48	65.00
M.A. Tamil				90.91	75.00
M.A. English	74.07	91.18	85.29	55.56	76.19
M. A. Economics	75.86	76.67	93.55	71.43	68.75
M. Com.	85.71	96.77	77.42	91.67	77.14
M. Sc. Maths	76.60	88.46	90.38	83.33	83.58
M. Sc. Statistics				45.83	84.21
M. Sc. Physics	91.67	83.87	67.74	87.50	96.55
M. Sc. Chemistry	95.12	85.42	52.08	41.67	74.00
M. Sc. Zoology	90.00	94.74	73.68	66.00	82.50
M. Sc. Comp Science				86.67	95.12
M. Sc. Biochemistry				75.00	75.00
M. Phil. Commerce	100	100	100	100	-
M. Phil. Economics	95.45	100	100	100	
M. Phil. Physics	86.67	100	100	100	-
M. Phil. Chemistry	100	100	100	100	-
M. Phil. Zoology	100	100	100	100	-
M. Phil. Maths	100	100	100	100	-
M. Phil. Com Science			100	100	-
M. Phil. Busi. Admin.			100	100	-

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

Sl. No.	Department	2010-2011	2011-2012	2012-2013	2013-2014
UG to PG					
01	English	08	10	14	12
02	Economics	23	14	16	11
03	Business Admin	41	60	66	70
04	Commerce	19	18	13	34

05	Maths	13	24	25	19
06	Statistics	08	07	14	08
07	Physics	05	05	04	05
08	Chemistry	02	27	22	06
09	Zoology	40	35	33	38
10	Comp. Science	-	11	03	05
11	Biochemistry	13	33	-	-
<b>PG to M.Phil.</b>					
01	English	04	06	07	09
02	Economics	65	37	32	28
03	Business Admin	-	-	-	-
04	Commerce	15	65	53	45
05	Maths	15	7	7	08
06	Statistics	-	-	-	11
07	Physics	04	04	05	05
08	Chemistry	10	06	04	03
09	Zoology	33	33	64	27
10	Comp Sci	-	-	-	02
11	Biochemistry	-	-	-	18
<b>PG to Ph.D.</b>					
01	English	-	-	-	-
02	Economics	-	-	19	09
03	Business Admin	-	-	-	-
04	Commerce	-	-	-	-
05	Maths	-	-	-	-
06	Statistics	-	-	-	-
07	Physics	-	01	-	-
08	Chemistry	02	01	-	-
09	Zoology	-	-	-	-
10	Comp Science	-	-	-	-
11	Biochemistry	-	-	-	-
<b>Employment through Campus selection/other than campus recruitment</b>					
01	English	-	-	-	-
02	Economics	-	-	-	-
03	Business Admin	40	14	17	23
04	Commerce	-	-	-	-
05	Maths	-	-	-	-
06	Statistics	-	-	-	-
07	Physics	-	-	-	06
08	Chemistry	05	04	-	01
09	Zoology	-	-	-	-
10	Comp Science	-	-	-	-
11	Biochemistry	20	20	10	1/19

5.2.3. What is the Programme-wise completion rate/dropout rate within the time span as stipulated by the College/University?

Title of the Programme	Drop Out (%)				Completion Rate (%)			
	2010-11	2011-12	2012-13	2013-14	2010-11	2011-12	2012-13	2013-14
B.Lit. Tamil				0				83.33
B.A. English	2	3	1	2	91.30	85.29	79.49	40.79
B.A. Econ.	2	20	6	18	80.77	61.96	41.98	43.28
BBA	4.5	4.5	5	7	90.72	85.29	57.02	51.75
B. Com.	2	8	2	3	91.84	88.00	62.39	70.30
B. Sc. Maths	8.3	5.5	4.2	6.9	66.18	89.33	79.17	72.22
B. Sc. Statistics	6	27	6	0	10.00	62.50	52.94	31.82
B. Sc. Physics	5	9	8	6	65.85	78.43	61.84	64.91
B. Sc. Chem.	1.7	9.72	8.45	14.66	61.19	56.94	49.58	24.00
B. Sc. Zoology	10	21	16	10	81.13	78.67	66.22	27.54
B. Sc. Comp Sci.	9	11	8	4	68.52	71.43	79.49	72.22
B. Sc. Biochem.	5	9	15	10	86.36	43.33	51.72	43.48
<b>Overall</b>	<b>5.04</b>	<b>11.24</b>	<b>7.24</b>	<b>6.79</b>	<b>77.66</b>	<b>75.88</b>	<b>61.82</b>	<b>51.22</b>
M.A. Tamil				6.25				90.91
M.A. English	1	5.88	5.26	5.88	74.07	91.18	85.29	55.56
M.A. Economics	6	9.67	0	10.71	75.86	76.67	93.55	71.43
M. Com.	5	0	0	4.16	85.71	96.77	77.42	91.67
M. Sc. Maths	14.6	3.84	11.6	6.66	76.60	88.46	90.38	83.33
M. Sc. Statistics				4.16				45.83
M. Sc. Physics	4	6.45	0	8.33	91.67	83.87	67.74	87.50
M.Sc. Chem.	5	2.08	10.2	4.16	95.12	85.42	52.08	41.67
M. Sc. Zoology	0	0	6.6	4	90.00	94.74	73.68	66.00
M. Sc. CS				4.16				86.67
M. Sc. Biochem				8.3				75.00
<b>Overall</b>	<b>5.08</b>	<b>3.98</b>	<b>4.80</b>	<b>6.07</b>	<b>84.02</b>	<b>88.26</b>	<b>76.60</b>	<b>71.13</b>
M. Phil. Com.	0	0	0	0	100	100	100	100
M. Phil. Eco.	0	0	0	0	100	93.75	100	100
M. Phil. Physics	0	0	0	0	100	94.44	100	89.47
M. Phil. Chem.	0	0	0	0	100	95.45	100	100
M. Phil. Zoo.	0	0	0	0	100	100	100	100
M. Phil. Maths	0	0	0	0	100	93.33	100	100
M. Phil. CS				0	0			100
M. Phil. Busi.Admin				0	0			100
<b>Overall</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>97.06</b>	<b>96.23</b>	<b>76.47</b>	<b>98.68</b>

5.2.4. What is the number and percentage of students who appeared/qualified in examinations like UGC-CSIR-NET, UGC-NET, SLET, ATE/CAT/GRE/TOFEL/GMAT/Central/State services, Defense, Civil Services, etc.

<b>Sl. No</b>	<b>Department</b>	<b>NET/SLET</b>	<b>TET</b>	<b>Civil Services</b>	<b>Others</b>
01	Tamil	03	00	00	01
02	English	02	12	15	00
03	Economics	01	00	00	02
04	Commerce	02	00	00	00
05	Mathematics	01	15	03	01
06	Physics	05	08	01	00
07	Zoology	02	00	02	07
08	Chemistry	02	01	02	09

5.2.5. Provide details regarding the number of Ph. D. /D. Sc. /D. Lit. Theses submitted, accepted, resubmitted and rejected in the last four years.

<b>Ph. D. Thesis</b>	<b>2010-2011</b>	<b>2011-2012</b>	<b>2012-2013</b>	<b>2013-2014</b>	<b>2014-2015</b>
Submitted	3	4	1	14	10
Accepted	4	4	6	5	12
Resubmitted	0	0	0	0	0
Rejected	0	0	0	0	0

### **5.3. STUDENT PARTICIPATION AND ACTIVITIES**

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

Please see annexure 5.1.

5.3.2. Provide details of the previous four years regarding the achievements of students in co-curricular, extracurricular activities and cultural activities at different levels: University/State/Zonal/National/International, etc.

Please see annexure 5.2.

5.3.3. How often does the College collect feedback from students for improving the support services? How is the feedback used?

The Internal Quality Assurance Cell collects the feedback on support services from the students regularly. Feedback is also received from their parents. The impact reports received from the departments are discussed in the college council for necessary action. The following are some of the steps taken to improve the support services:

Scholarship: The process of application for scholarship is computerized.  
Facilities: Purified drinking water is available in all building  
Photocopying is made available at Students' Cooperative Store  
Add-on-courses are introduced

5.3.4. Does the College have a mechanism to seek and use data and feedback from its graduates and employers, to improve the growth and development of the College?

Yes. The college collects feedback from its alumni through questionnaires and interactions on academic and administrative activities of the college. The feedback collected by the departments is discussed in the department staff meetings and the college council. Suggestions and opinions about various aspects of the academics as well as administrations of the college are taken into consideration by planning and executing various activities of the college.

5.3.5. How does the College involve and encourage students to publish materials like catalogues, wall magazines, College magazine, and other material? List the major publications/ materials brought out by the students during the previous academic session.

Creative expressions and informative writings of students are published in the college magazine every year. The magazine which serves as a token of appreciation and encouragement is given to all students every year. Many students experiment with their creative expressions for the first time in the magazines. The publication of the writing gives the students immense gratification and encourages them to develop their writing skills.

Efforts are being made to start wall magazines and journals in the departments.

5.3.6. Does the College have a Student Council or any similar body? Give details on its constitution, major activities and funding.

No

5.3.7. Give details of various academic and administrative bodies that have student representatives on them. Provide details of their activities.

Internal Quality Assurance Cell  
Parent Teacher Association

They attend the meetings and present their opinions of the student part of view. Their inputs are very useful to understand the needs and requirements of the students.

## CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

### **6.1. INSTITUTIONAL VISION AND LEADERSHIP**

6.1.1. State the vision and mission of the College.

#### **Vision**

To provide the youth with quality higher education, with values of nationalistic and moralistic spirit in order to empower them to overcome social and economical backwardness and to equip them to meet the standards of academic knowledge and research at the national and international level.

#### **Mission Statements**

1. To provide quality higher education to all with a special focus on educationally, economically and socially disadvantaged and underprivileged sections of the society.
2. To provide quality higher education incorporating the latest developments in all spheres of knowledge in order to empower the students to cope with the changing needs and demands of professional excellence at all level.
3. To impart knowledge with practical, ethical, social and moral approaches, in order to hone the competencies of the students for enhancing their employability.
4. To provide the students a value based education to inculcate a sense of responsibility, righteousness, patriotism, and social awareness to make them responsible citizens of the country.
5. To promote academic excellence and research aptitude among the students

6.1.2. Does the mission statement define the College's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, College's traditions and value orientations, vision for the future, etc.?

The vision of the college is explicated in six mission statements that provide focus and direction to the college in realizing its vision.

1. To provide quality higher education to all with a special focus on educationally, economically and socially disadvantaged and underprivileged sections of the society.

The college has been striving to provide quality higher education to educational, economically and socially disadvantaged and under privilege sections of the society. Majority of the students are first generation graduates with moderate or poor economic background. Being a government institution, the college provides higher education at a very minimum cost.

Students from the socially disadvantaged sections of the society (OBC/SC/ST) find this college as a haven for higher education. The college follows in letter and spirit the reservation policies and the admission policies of the government which reflects an increase in the admissions from these sections of the society.

Category	2010-2011		2011-2012		2012-2013		2013-2014		2013-2014	
	M	F	M	F	M	F	M	F	M	F
SC	41.71	32.14	41.68	32.47	38.28	33.72	38.72	35.05	42.93	32.53
ST	0.59	0.39	0.65	0	0.42	0.14	0.39	0.13	0.54	0.70
OBC	56.50	66.46	57.16	66.78	61.15	65.82	58.88	64.24	56.10	66.33

Degree	First Graduates in Total Student Population (%)		
	Male	Female	Total
UG	30.77	20.73	51.51
PG	19.89	41.39	61.29

Academic Year	Annual Income (in lakh)					
	Below 1 lakh		1-2 lakh		Above 2 lakh	
	OBC	SC/ST	OBC	SC/ST	OBC	SC/ST
2010-2011	48.69	42.90	4.85	2.79	0.44	0.33
2011-2012	48.93	44.75	3.31	2.24	0.55	0.20
2012-2013	50.53	42.04	4.06	2.84	0.29	0.22
2013-2014	54.54	37.92	4.92	2.09	0.34	0.19

Absence of resources and facilities to facilitate higher education in rural areas hampers the academic progress of the rural students irrespective of their economic and social status. The college takes all efforts to provide all modern amenities and resources to facilitate the academic progress of the students.

Some of the facilities made available for the students are:

- Digital Library
- English Language Lab
- INFLIBNET
- Virtual Lab
- WiFi in the department

2. To provide quality higher education incorporating the latest developments in all spheres of knowledge in order to empower the students to cope with the changing needs and demands of professional excellence at all level.

The college revises, restructures and updates its curriculum periodically to incorporate the latest developments in all spheres of knowledge. To compliment the academic pursue, the students are given exposure to acquisition

of soft skills, hands on experience by field trips, industry and institute visits, participation in seminar/conference/workshops organized by the college and other institutions. Students are encouraged to update their knowledge with the learning resources available in the college like digital library, internet etc.

3. To impart knowledge with practical, ethical, social and moral approaches, in order to hone the competencies of the students for enhancing their employability.

Knowledge and competencies cannot have wholesome shape without practical, ethical, social and moral values. Ethical, social and moral values are incorporated in to the curriculum by introducing the following general papers:

- Value Education
- Environmental Studies and
- Gender Studies

Students are also given special coaching to appear for competitive examinations like, SLET, NET and TNPSC (pl refer 2.2.5 and 2.3.8.).

Social outreach programmes conducted by the departments orient the students towards the practical aspects of the academic learning (for details pl refer 3.6)

4. To provide the students a value based education to inculcate a sense of responsibility, righteousness, patriotism, and social awareness to make them responsible citizens of the country.

The college has NCC, NSS, YRC, RRC, CCC, Sports and Games, Department-wise Associations and Literary clubs to inculcate the values of responsibility, righteousness, patriotism and social awareness. All the students of the college are encouraged to participate in any one of the organizations to make their education a holistic one.

5. To promote academic excellence and research aptitude among the students

Of the 13 major departments, 10 departments are recognized research departments offering M. Phil. and Ph. D. programmes to promote academic excellence and research aptitude among the students. Lot of students are pursuing M. Phil. and Ph. D. programmes in the college making it a center of research and higher learning. Students and staff are encouraged to apply for research projects to major funding agencies like UGC, DST, CSIR, TANSCHIE, TNSCST etc. (pl refer sections 2.3.10; 3.2.5 and 3.2.7).

All the departments conduct seminars and workshops every year to give the students and the staff exposure to the knowledge available outside the campus. Students are encouraged to apply for merit scholarships to various academic bodies and forums (pl refer section 2.2.5).

#### 6.1.3 How is the leadership involved in?

- Ensuring the organization's management system development, implementation and continuous improvement
- Interaction with stakeholders
- Reinforcing culture of excellence
- Identifying needs and championing organizational development (OD)?

The Principal is the head the organizational set up of the college. He is the chairman of the college council which is responsible for planning the administration of the college. The council discusses the policies and issues pertaining to academics and other administrative exercises and evolves action plans and solutions which will be executed with the authority of the Principal.

The council comprises of heads of all the departments with the senior most head of the department acting as member secretary.

Besides the college council the college has Internal Quality Assurance Cell, Sports Committee, Library Committee, NSS Committee, UGC and Research Committee, Discipline Committee, Grievance Redressal Cell, Infrastructure Development Committee, Placement Cell, E-Cell and CII-Cell. The Principal holds periodical meetings with these committees for discussing their annual plan and the schedule of implementation. The committees submit their action plans and their requirements to the Principal which are discussed in the college council before for finalizing and sanctioning. This system ensures smooth functioning of various bodies in ensuring efficiency in delivering the benefits to the students.

#### **Internal Quality Assurance Cell**

The Internal Quality Assurance Cell coordinates with all the departments to facilitate observation and implementation of quality parameters in the academic, research, co-curricular and extra-curricular activities. IQAC conducts meetings with departments and their representatives to assess the implementation of current programmes and to discuss the avenues of improvements in various quarters.

The inputs from various committees and bodies help the college management to identify the needs of the students and staff and plan for fulfilling

their needs. The following are some of the recent measures taken by the college for the overall development of the institution.

- Improvement of audio visual facilities in auditorium
- Internet with WiFi in all the departments
- Photocopy facility in students' cooperative store
- Installation of Generator facility at the auditorium and the main block
- Establishment of Virtual Lab
- Installation of surveillance cameras for ensuring the overall safety and discipline on the campus

6.1.4. Were any of the senior leadership positions of the College vacant for more than a year? If so, indicate the reasons.

Librarian, Physical Director and Bursar.

6.1.5. Does the College ensure that all positions in its various statutory bodies are filled and conduct of meetings at the stipulated intervals?

Yes (pl. refer section 1.1.3; 6.1.6).

6.1.6. Does the College promote a culture of participative management? If yes, indicate the levels of participative management.

Yes. The College Principal is the head of the institution and the chairman of staff council, academic council, finance committee, admission committee, NSS committee, sports committee, and all the other committees constituted for carrying out different tasks. The Principal is vested with the authority to make decisions and execute them. However the college Principal involves the teachers and other stakeholders in decision making so that the experience and expertise from various quarters can be tapped in for the successful and efficient functioning of the college. Apart from this, representatives from university, industry, law, medicine, commerce, alumni and civil society are involved at various levels of college administration.

The following are the some of the important bodies that are involved in the administration of the college under the chairmanship of the Principal.

### **The College Council**

The College Council which is responsible for planning and decision making in the administrative set up consists of the heads of all the departments. The college principal is the head of the council and executes the decisions recommended by the council. Though the college principal is vested with absolute authority in the administration of the college, he makes the heads of the departments participate in decision making along with him.

## The Governing Body

Governing body discusses and finalizes the financial matters like fee structure of various courses offered, expenditure and academic matters.

### Composition of the Committee

1. Two senior most teachers of the college nominated by the Principal for a period of two years
2. One nominee of the university not below the rank of Professor
3. One nominee of the University Grants Commission
4. One nominee of the State Government
5. Two persons representing the field of Education, Industry nominated by the State Government
6. The Principal of the college (Ex-officio Member)

**Term:** The term of the nominated members is a period of two years and for the UGC nominee the term is 6 years.

### Meetings of Governing Body

Sl. No.	Date
01	15.12.2010
02	21.09.2011
03	19.10.2012
04	15.05.2014
05	29.01.2015

### Board of Studies

All the departments have a board of studies to plan, design, enrich and revise the curriculum periodically.

#### *Composition:*

1. Head of the Department concerned - Chairman
2. All the teachers of the respective departments -Members
3. Two experts in the subject from outside the college nominated by the academic council.
4. One expert nominated by the Vice-Chancellor from the panel of six recommended by the Principal.
5. One meritorious Post graduate alumnus nominated by the Principal.

With the approval of the Principal of the college, the Chairman, of the Board of Studies may

- a. Co-opt experts from outside the college whenever special courses of studies are to be formulated.
- b. Co-opt other members of the staff of the same faculty.

**Term:** The term of the nominated members shall be two years.

**Meeting:** The Principal of the college shall draw a schedule for meeting of the Boards of Studies for different Departments. The meeting may be scheduled as and when necessary but necessarily once a year. All faculty members are nominated members of the respective Board of Studies.

**Meetings:** Some of the meetings held and important decisions taken are as follows:

Sl. No.	Date	Meeting
01	23.10.2010	Board of Studies Meeting
02	06.04.2011	Board of Studies Meeting
03	25.06.2011	Board of Studies Meeting
04	11.08.2012	Board of Studies Meeting
05	06.02.2014	Board of Studies Meeting
06	26.09.2014	Board of Studies Meeting

Recommendations of the recent Board of Studies meeting:

- Photocopies of the answer script can be issued to the students from the current academic year on demand.
- Double valuation can be introduced to PG and M. Phil. Courses
- Dummy numbering system can be introduced for PG and M. Phil. Courses
- There can be a change in the pattern of question paper. 10 Multiple Choice Questions can be introduced in Part A for all the courses

### **Academic Council**

Academic council discusses the draft proposals regarding development, enrichment and revision of curriculum and approves the proposals.

#### ***Composition:***

1. The Principal- Chairman.
2. Heads of all the Departments-Members.
3. Four teachers of the college, representing different categories of teaching staff by rotation on the basis of seniority of service in the college.
4. Not less than four experts from outside the college representing such areas as Industry, Commerce, Law, Education, Medicine, Engineering etc, to be nominated by the governing body.
5. Three nominees of the University
6. A faculty member nominated by the Principal as Member Secretary.

**Term:**

The term of the nominated faculty members shall be two years.

Sl. No.	Date	Meeting
01	28.10.2010	7 <sup>th</sup> Academic Council Meeting
02	22.07.2011	8 <sup>th</sup> Academic Council Meeting
03	24.09.2012	9 <sup>th</sup> Academic Council Meeting
04	25.10.2014	10 <sup>th</sup> Academic Council Meeting

### **Other bodies: Admission Committee:**

The college principal appoints an admission committee comprising senior faculty members with the principal as the chairperson to ensure transparency and strict compliance to admission norms and reservation policy of government.

6.1.7. Give details of the academic and administrative leadership provided by the University to the College?

The university nominates its faculties for the governing body, board of studies and academic council of the college. The university nominees on these bodies help the college shape the academic policies in consonance with the demands of higher education in the present context.

6.1.8. How does the College groom the leadership at various levels?

The college has a policy of appointing the staff coordinators for different committees and bodies on rotation so that all staff members will have opportunity to train themselves in managing different aspects of academic administration and other aspects of the management of the college.

6.1.9. Has the College evolved any strategy for knowledge management? If yes, give details.

#### **The Strategy**

The college has interactive knowledge management system in place for effective knowledge management in the administration of college. The system ensures that all information and knowledge about the college is shared by all the stockholders for effective functioning of the college. The college Principal interacts with all stakeholders to ensure sharing of knowledge and participative management.

#### **Mechanism**

Various committees and bodies set up to look after different aspects of the administration in annual and every day basis. The Principal is in the center of the administrative grid. The college council under the chairmanship of the Principal discusses all the important academic and administrative policies and issues and evolves decisions and solutions. Then the decisions and solutions are communicated to the stakeholders (staff, students, employees, parents) as well-defined announcements and instructions and notices. There is also a system to monitor and assess the impact of the information disseminated to different quarters through interaction and feedback. The impact report of the feedback is discussed in the college council for further action.

Faculty specific information and instruction pertaining to every day administration and regular announcements are directly sent to the heads of the departments for compliance. The action taken report is submitted to the Principal's office by the respective departments.

The IQAC is another important source of knowledge which collects and compiles information pertaining to academic and other administrative aspects. The IQAC provides necessary feedback and assessment report to the Principal and the faculty for quality improvement in all spheres of activity.

**6.1.10. How are the following values reflected in various functions of the College?**

#### **Contributing to national development NCC, NSS, YRC, RRC etc.**

The college encourages the students join National Cadet Corps, National Service Scheme, Youth Red Cross and other service organizations. The stated mottos and policies of these organizations act as guiding principles to students to mould their attitude and character with nationalistic fervour. By participating in various social outreach programmes like community development, youth development, health awareness, and programmes on national integration the students develop and sustain a strong patriotic feeling and a commitment to contribute to national development.

- Independence Day Parade, 15.08.2014, Armed Reserve Grounds, Thanjavur.
- CATC-S Antony's HSS, Thanjavur. 20.12.2014-29.12.2014.
- Valley of Flours and Hemkind Shaeb Trek. Doon Trek. 2014. 04.09.2014 to 17.09.2014. Dehrudan
- Republic Day Parade on 26.01.2014. Armed Reserve Grounds, Thanjavur.
- Amarkardak Trek Camp, 30.06.2014 to 06.06.2014. MP CG
- NIC, Hardwar (UK DTE) from 07.06.2014 to 18.06.2014.
- NIC, AVC College, Mannampandal, 08.10.2014-19.10.2014.
- Allotment of vacancies for Amarkantak Trek (Mp & C4 DTE), 30.05.2014 - 06.06.2014.
- Army Attachment camp with HQ76 INF c/o 56 APO, Secudrabad, 09.2014-15.09.2014
- Trek Camp-II, All India Trek-Uttarkhand from 04.09.2014 to 17.09.2014.
- NIC Camp to Kumbakonam. 08.10.2014 to 19.10.2014.
- Army attachment camp, Chennai. 01.10.2014-
- One cadet attended Republic Day Parade Camp at New Delhi in January 2014.

- Four NCC Cadets attended a National Integration Camp at Government Arts College, Kumbakonam from 04.10.2013-15.10.2013.
- Four NCC Cadets attended a National Integration Camp at Warangal, AP from 18.12.2013 to 29.12.2013.
- Two NCC Cadets participated in North East Region Trekking Camp in Shillong, Assam from 10.12.2013 to 17.12.2013.
- Our college NCC cadets participated in the Independence Day parade and Republic Day parade organized at the district level
- SUO M. Jegadesan attended the Republic Day Parade camp at New Delhi as part of the Tamil Nadu contingent from 01.01.2013 to 19.01.2013.
- 4 NCC cadets attended the National Integration Camp at Sathyabama University, Chennai from 18.12.2012-29.12.2012.
- 2 of our NCC cadets attended as part of the Tamil Nadu Contingent a National Integration Camp at Indore, MP from 23.11.2012 to 04.12.2012. The company commander of the college NCC unit Lt. G. Arunachalam also attended the camp as the Contingent Commander.
- Our college NCC cadets participated NIC camps conducted at Assam, Maharashtra and Uttar Pradesh.
- Every year our college NCC cadets participated in the Independence Day parade and Republic Day parade organized at the district level.

### **Fostering global competencies among students**

The state government sponsored Study Abroad Programme (SAP) is an excellent opportunity to the competent students who wish to study in foreign universities. Under this scheme, the state government sponsors all the expenditure for the selected candidates to complete one semester of the course in a foreign university. It is a great boon to the students belonging to socially and economically backward sections of the society.

In 2014, Ms. S. Revathi, an M. Sc. Mathematics student did her third semester in the University of Leicester, UK. This year (2014-2015), PG students from science streams who satisfy the eligibility criteria are being given training in soft skills, English communication, and test of aptitude. They are also given training to pass IELTS, which is one of the important eligibility criteria.

Students and scholars are encouraged to publish their papers in nationally and internationally reputed peer reviewed journals.

Some of the students' publications are listed below:

### **Zoology**

01 Mariappan, P., **S. Vignesh Raj** and C. Balasundaram. 2014. Conservation of bats. *Current Science*, 104(6): 689.

02. **Tamizhazhagan, V.**, Ashok, K. and Rajesh, S. 2014. Studies on Bacterial Population in Intensive Care Unit of Thanjavur Medical College. *International Journal of Current Pharmaceutical Research*, 6(4):55-57.
03. **Elakkiya, R.**, S. Soundravalli and S. Babu. 2011. Mosquito larvicidal efficacy of the leaf extracts of three plant species. *Int. J. of Nutrition, Pharmacology, Neurological Diseases*, 1: 23-24.

## Physics

01. Arivudai Nambi, T., S. Sakthivel and C. Manickarajan. 2011. Properties of Homemade Spin coated TiO<sub>2</sub> Thin film J. Pure App. & Ind. Phys, 1(2):137-146.
02. Sakthivel, S. Rajive Gandhi, D. Mangalaraj. 2012. Stannum-Cadmium composite nano rods nano wires and particles by simple technique. Nano Vision, 2(1, 2 & 3):25-47.
03. Sakthivel, S., D. Saritha and V. Baskaran. 2014. Biocompatibility of Alumina (Al<sub>2</sub>O<sub>3</sub>) ceramic thin films. Nano Vision, 4(4):155-158.
04. Sakthivel, S., D. Saritha and V. Baskaran. 2014. Biocompatibility of Alumina (ZrO<sub>2</sub>) ceramic thin films. Nano Vision, 4(4):159-162.
05. Ganesh, T., V. Bhuvaneswari and M. Maria Sylvester. 2014. Microwave dielectric relaxation of alcohols in non polar solutions. IOSR Journal of Applied Physics, 6(2): 64-68.
06. Ganesh, T., S. Udayageetha and D.J.S. Anand Karunakaran. 2014. Microwave dielectric behaviour of ketones in solution state at a constant temperature. IOSR – Journal of Applied Physics, 6(2):59-63.
07. Sakthivel, S., V. Baskaran and S. Mahenthiran. 2015. Fabrication and Characterization of Dye Sensitized Solar Cell Using *Phyllanthus emblica*. Nano Vision, 5(2):17-24.
08. Sakthivel, S., V. Baskaran and S. Mahenthiran. 2015. Properties and Performance of Dye Sensitized Solar Cell Using *Beta vulgaris*. Journal of Pure Applied and Industrial Physics, 5(2):57-65.

## Inculcating a value system among students

The curriculum for UG students includes Value Education, Gender Studies, Public Health and Hygiene, Fundamentals of Yogic Practices, and Environmental Studies to impart social, moral, and ethical values of life along with academic subjects. Equal importance is given to extension activities (co-curricular and extra-curricular) to identify and bring out the potentials and latent talents of the students. Students are encouraged to join National Cadet Corps, National Service Scheme, Youth Red Cross Society, Red Ribbon Club, Sports and Games, Consumer Forum, and other extension activities so that they can mould their character and acquire desirable qualities like positive leadership, camaraderie, patriotism and environmental awareness.

## Promoting Use of Technology

- All the departments are provided with LCD projectors, computer with printers, and internet with Wi-Fi connectivity. These facilities greatly help the faculty to gather information and to prepare e-content for class room teaching, assignments and seminars.
- The government of Tamilnadu is giving laptops to the students free of cost for their educational development. In our college the students are allowed to access the internet in the departments to advance their knowledge and to download electronically available content for their academic assignments. The faculty members help them use the services provided by the UGC-INFLIBNET at the department itself.
- The college has a digital library, which is equipped with a server and five client computers. LAN and Internet with Wi-Fi connectivity are available with the library for the benefit of students, scholars, and staff. Established with the funding of UGC, the digital library serves as a vibrant source of knowledge in the college.
- A Virtual lab has been established in the college with the UGC grant and the college has applied to the MHRD to get the status of nodal center to cater to the academic need of students, scholars, and staff of the science departments.
- At present, the staff are utilizing the facilities available in the Virtual Lab for virtual demonstration of scientific concepts and experiments. The lab immensely helps the teachers in making the students understand and do practical lessons in science subjects.
- Internet facility available at the departments is open to the use of students for downloading E-content available on the internet.
- An audio-visual classroom set up with the funding of the state government serves as a mini seminar hall for conducting classes, seminars, and other presentations. The room is equipped with a ceiling mounted LCD projector, projection screen, computer with internet connectivity, and public address system.
- A multimedia classroom set up with the funding of the state government is available in the English department for developing English language skills of the students. The room is equipped with a server with ten client computers, LAN, a ceiling mounted LCD projector, projector screen, PA system with recording facility, and home theatre. Lot of audio and video material is available for the use of students to improve their language skills.
- Blogs created by teachers greatly help the student community to have personalized interaction with the teachers on academic matters.

[rajarajankr.blogspot.in](http://rajarajankr.blogspot.in)  
[mnobilii.wordpress.com](http://mnobilii.wordpress.com)

- The college IQAC uses the e-mail service to communicate with the different departments for sending and receiving inputs. This facility helps in minimizing the use of paper and human labour for carrying the circular around.
- The college office is provided with 7 numbers of networked computers with internet facility and WiFi connectivity. Most of the administrative work has been computerised for speedy processing and timely delivery of services.
- The college has a public address system to address the students of the campus and to make important announcements.
- Surveillance cameras are installed as per the instructions of the government in different locations of the campus to ensure a safe and peaceful campus life for everyone.
- Important circulars and announcements are posted on the college website regularly. Downloadable learning manuals, student forms and staff forms are also posted on the college website.

## **Research**

A research committee has been set up to promote research aptitude among the staff and the students. The committee peruses and recommends the proposals for research projects sent to different funding agencies. The committee submits proposal to the college management for augmenting and creating additional resources for carrying out research in different faculties. It also encourages the staff and the students to apply for research projects to various funding agencies.

No of projects operated during the assessment period

<b>Major Research Projects</b>		<b>Minor Research Projects</b>		<b>Students Project</b>
<b>Ongoing</b>	<b>Completed</b>	<b>Ongoing</b>	<b>Completed</b>	
06	01	08	11	16

Seminars and workshops are conducted regularly in order to refresh and orient the knowledge of staff and students to the latest developments and to explore new avenues in various fields of knowledge.

No. of seminars conducted and participated (Please refer section 3.1.8. and annexure 3.2)

Staff and students are also encouraged to participate and contribute in the seminars and symposia conducted by other institutions.

## **Internal Quality Assurance Cell**

The IQAC provides quality parameters to all areas of activity in the college and ensures sustenance and enhancement of quality in all spheres of activity. Under the auspices of the IQAC seminars on curriculum development, quality management, and research are conducted regularly for the benefit of staff and scholars.

6.1.11. Give details of the UGC autonomous review committee's recommendations and its compliance.

<b>Sl.No.</b>	<b>Recommendations</b>	<b>Compliance</b>
01	ICT in Teaching and Learning	<p>A Digital Library has been established with UGC assistance during XI plan.</p> <p>A Virtual Laboratory has been established to utilize the virtual science-experiments created by the MHRD. This nodal centre has been established with the UGC grant during XII plan.</p> <p>All the departments are provided with computers with internet and Wi-Fi facility. They are also provided with printers.</p>
02	<p>Improvement in infrastructure development is needed.</p> <p>It is recommended that the existing building are renovated and given facelift and pucca RCC roofed multistoried spacious structures are constructed to accommodate for PG Courses and Research Activities.</p>	<p>Three pucca RCC roofed class rooms have been constructed with the financial assistance from MLA Local Area Development Fund.</p> <p>Five class rooms have been constructed within the existing infrastructure.</p> <p>Proposals for constructing new classrooms, new administrative block, and a multipurpose auditorium have been sent to the UGC and the State government.</p> <p>Proposals have been presented to the MLA and the MP of Thanjavur constituency for allocation of funds from Local Area Development Fund to construct class rooms.</p>
03	It is recommended to construct to a new spacious library block.	<p>A proposal has been sent to the government for construction of a new library block.</p> <p>A Digital Library has been established.</p>
04	Science laboratories need to be modernized and upgraded	<p>Necessary actions have been initiated.</p> <p>10 research laboratories are established in addition to the existing department laboratory for conducting practical classes for UG/PG students.</p> <p>A Virtual Laboratory has been established as a nodal centre of NME of MHRD.</p>

05	Career oriented certificate and diploma courses need to be started	Certificate Course in Solar Cell Fabrication and Testing and Certificate Course in Robotic Training and Teaching are offered by the Physics department Efforts are taken to offer the following courses from the academic year 2015-2016 by the Physics (Electrical Wiring, Plumping, Photography, Cell Phone Services) and Communicative English by the English Department
06	Improvement in soft skills training	Soft skills training are organized by the Career Guidance and Placement Cell.
07	Introduction of objective type questions in examinations	Objective type questions are included in the question pattern from 2015-16.

## 6.2. STRATEGY DEVELOPMENT AND DEPLOYMENT

6.2.1. Does the College have a Perspective Plan for development? If so, give the aspects considered in development of policy and strategy.

### Teaching and learning

The college takes all steps to ensure that a conducive academic environment prevails in the campus to promote academic excellence and research in emerging areas of knowledge. Teaching and learning are complementary to each other. Fully aware of this fact the college focuses on promoting participatory learning through learner- centric methods and techniques. Besides conventional evaluation methods like class tests, unit tests, cycle tests, mid-semster examinations and model examination the students are given assignments, open book tests, and quiz on syllabus components. Quiz programmes are conducted in general topics also. In addition to these activities PG students are encouraged to present mini seminars on course components. Students are also taken on field trips, industrial and institute visits. The college plans to further enrich the teaching learning process by encouraging the faculty and the students to adopt the following measures:

- Increase the use of e-content and access to online learning resources.
- Use of virtual laboratory to understand the concepts of science and technology and get practice for practical examinations.
- To start in-house journals to publish the articles of the students regularly.
- To promote more learner centric methods for autonomy in learning.

- To start more add-on courses and enrichment courses and to provide skill development courses recommended by National Skill Development Corporation.
- To start courses on soft skills and English communication.
- To promote co-curricular and extracurricular activities for the development of various domains of mind and personality.

### **Research and development**

At present 10 departments are offering research programmes (M. Phil. and Ph. D.). One Major Research Project and 11 Minor Projects sponsored by various funding agencies have been completed so far and 6 major and 8 minor research projects are going on (pl refer section 3.5.2.). Eighteen PG students got student projects (pl refer section 2.3.10). 36 students got research fellowship from UGC and Tamil Nadu state government (pl refer annexure 6.2).

Apart from regular laboratories for students there are 10 research laboratories established with the help of the funding agencies exclusively for research.

The college plans to:

- develop more infrastructure and laboratories to promote research and development
- start a multidisciplinary research journal
- start a research forum in all departments where the scholars get opportunity to interact with fellow scholars and experts

### **Community Engagement**

The college has NCC, NSS, YRC, RRC, Consumer Club and Women's Forum for student extension activities. Through these organizations the college conducts various social outreach programmes for the development of the community. In future, the college plans to expand its activities to engage the students in community development in a more meaningful and useful manner.

In this direction, the college has the following plans to execute in future:

- To regulate blood donation of individual students and to bring blood donation under a Blood Donors Club.
- To start more student bodies to engage them in community development.
- To increase the strength of NCC to 150.
- To encourage the students to contribute to the preservation of the ecosystem.

## **Human Resource Planning and Development**

The college has a well structured administrative set up which is divided into academic and non-academic administration. The Principal is the head of the administration and under whose command various bodies function for the effective administration of the college.

All the staff members, both academic and non-academic are made aware of the descriptive parameters of their work both individually and collectively. The progress of the work done is reported periodically to the Principal through proper channel. The Principal conducts periodical review meetings of various bodies in the administrative structure to assess the progress made and to decide on further action for successful completion of every task. This system functions effectively which results in smooth functioning of college.

The college aims at improving the efficiency of the administration by adopting office automation and paperless transactions.

## **Industry interaction**

The Entrepreneur Cell is taking efforts to establish an interface with the industrial sector wherever it is possible especially through the science, commerce and management faculties. At present industrial visits are arranged every year for the students to have a firsthand knowledge about the functioning of the industry.

## **Internationalization**

At present the college focuses on providing quality higher education to suit the needs of the people of Thanjavur and the neighbouring districts. The main thrust in the design and development of the curriculum is given on fulfilling the educational needs of this region. However, in research and development the college has started stepping towards achieving international bench marks. Some of the publications of the faculty members stand testimony to it.

One of our students, Ms. Revathy (II M. Sc. Mathematics, 2013-2015 academic year) studied her III semester in Leicester University of UK under the government sponsored Study Abroad Programme for government college students. The university recognized our curriculum and credits, which is an indication that our curriculum is compatible with global educational scenario.

The college aims at creating an interface between domestic requirements and the benchmarks of quality at global level in curriculum development in future.

**6.2.2. Enunciate the internal organizational structure of the College for decision making processes and their effectiveness.**

The college has a well structured administrative set up which is divided into academic and non-academic administration. The Principal is the head of the administration and under whose command various bodies function for the effective administration of the college.

**College Organizational Chart**



The Governing body discusses and finalizes the financial matters like fee structure of various courses offered, expenditure and academic matters.

The College Council which is responsible for planning and decision making in the administrative set up consists of the heads of all the departments. The college principal is the head of the council and executes the decisions recommended by the council. Though the college principal is vested with absolute authority in the administration of the college, the principal makes the heads of the departments participate in decision making along with him.

The Academic Council of the college is responsible for taking necessary steps to develop, revise and enrich the curriculum and syllabus under the autonomous system by the respective boards of studies and approving the curriculum and syllabi after discussing various aspects of the curriculum.

The office of the Controller of Examinations is entrusted with the conduct of the autonomous examinations, evaluation and the publication of results.

The Internal Quality Assurance Cell suggests the benchmarks of quality in academic and non-academic activities and guides the stakeholders to successfully achieve the quality parameters in all spheres of activity.

Every department has a staff council in which all the faculty are members with the HOD as the chairperson. The staff council discusses various issues pertaining to the curricular and co-curricular aspects of the department and the important recommendations and demands are submitted to the Principal for necessary actions.

The research committee explores the avenues and possibilities for expanding the research activities in the college and also functions as a liaison between affiliating university and the college. It also scrutinizes the research proposals for various funding agencies and recommends to the Principal for further action.

Units that look after various co-curricular and extracurricular activities submit their annual plan to the Principal. The Principal gets the approval of the college council for effective implementation of various activities of the bodies. The Units submit a completion report of every activity to the Principal, IQAC and other statutory bodies.

The non-academic administration of the college is also headed by the Principal who is assisted by the Bursar and the Superintendent, with executive authority over the non-academic staff.

This office looks after the financial transactions, creation and maintenance of official documents, official correspondence and maintenance of staff and student records.

**6.2.3. Specify how many planned proposals were initiated/implemented, during the last four years. Give details.**

- Three pucca RCC roofed class rooms have been constructed with the financial assistance from MLA Local Area Development Fund.
- Five classrooms have been constructed within the existing infrastructure.

- Five solar lamps were installed in the campus as green initiative to trap renewable energy.
- Lots of saplings were planted to increase the green cover of the campus.
- Safe drinking water facilities have been installed in all classroom blocks for the benefit of student and staff.
- All the departments are provided with internet with WiFi facility.
- Two generators with a capacity of 15 Kv have been commissioned.
- All the departments are provide with UPS.

**6.2.4. Does the College have a formally stated quality policy? How is it designed, driven, deployed and reviewed?**

The college aims at qualitative improvement in curriculum development, teaching and learning, infrastructure and learning environment and Student support for a holistic development. The college has a policy of ensuring qualitative improvement in every sphere of activity by bettering the performance every year and by meeting the standards of parameters which are becoming the standards of higher education at all levels.

The Policy is evolved by the consultative and consensus discussions of the Governing body, the College Council and the IQAC. The deployment and the administration of the policy are entrusted with the IQAC. The IQAC periodically interacts with various departments and bodies for collection of data on compliance with quality parameters and assessment of qualitative improvement in various activities. The IQAC also gets feedback from the departments and other stakeholders for review of the quality parameters and redefining them.

**6.2.5. How does the College ensure that grievances/complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder-relationship?**

The college has a Grievance Redressal Cell (GRC) to look into the grievance of the students and to recommend possible solutions to the Principal to redress the grievance. Three faculty members from three different faculties constitute grievance redressal cell under the chairmanship of the Principal. Students submit the demands and grievance to the Principal in writing. The Principal asks the GRC to look into the demands and grievances and come out with suggestions to solve the problems.

**6.2.6. Does the College have a mechanism for analyzing student feedback on institutional performance? If yes, what was the institutional response?**

The Internal Quality Assurance Cell (IQAC) along with the departmental coordinators collects the feedback on curriculum, staff, support services and infrastructure. Feedback is also received from their parents. IQAC provides

necessary feedback and assessment report to the Principal and the faculty for qualitative improvement in all spheres of activity. The Principal takes necessary steps to implement the suggestions made in the report.

**6.2.7. In what way the affiliating University helped the College to identify the developmental needs of the College?**

Bharathidasan University, Thiruchirapalli to which the college is affiliated has nominated its faculties as university nominees in the Governing Body, Academic Council and Boards of Studies. The university representatives contribute to the functioning of these bodies in a great way. They provide their expertise in decision making and shaping the policies of the college in consonance with the policies of the university and other higher education bodies.

**6.2.8. Does the affiliating university have a functional College Development Council (CDC) or Board of College and University Development (BCUD)? If yes, in what way the college is benefitted.**

Yes. The affiliating university has a College and Curriculum Development Cell which provides necessary guidance and directions in the development and enrichment of the curriculum and research.

**6.2.9. How does the College get feedback from non-teaching, teaching, parents and alumni on its functioning and how it is utilized?**

Pl refer section: 1.4.

**6.2.10. Does the College encourage autonomy to its academic departments and how does it ensure accountability?**

The college encourages the autonomous functions of its departments in deciding and designing, enriching and revising the curriculum and syllabus based on recommendations of the board of studies.

The departments can schedule seminars, conferences, workshops and other academic programmes in consultation with the Principal.

They also have the freedom to invite Academic Experts and Visiting Faculty as resource persons from external institutions.

In the teaching learning process, the departments can employ methods which are effective with both the students and the staff.

**6.2.11. Does the College conduct performance auditing of its various departments?**

Yes, Academic Audit is conducted by IQAC.

### **6.3. FACULTY EMPOWERMENT STRATEGIES**

6.3.1. What efforts are made by the College to enhance the professional development of teaching and non teaching staff?

- The teaching staff are encouraged to attend periodic in-service programme on Leave on Duty to enrich their knowledge and skills.
- Support staff members are encouraged to pursue higher studies with proper permission from the Director of Collegiate Education, through correspondence mode to equip themselves and to enhance their promotional opportunities.
- They are sent to attend periodic in-service programmes to hone their skills (Pl refer annexure 6.1.)

6.3.2. What is the outcome of the review of the Performance Appraisal Reports? List the major decisions.

The Performance Appraisal Report is sent to the Director of Collegiate Education for review and the recommendations from the DCE are implemented in letter and spirit. However the Principal holds periodical meeting with heads of all departments to discuss the performance of the staff collectively and individually. The achievements and developments of the staff are appreciated and if any problem is found with any staff, necessary steps are taken to rectify it with the help of the college council. The achievements of the staff are published in the college magazine too.

6.3.3. 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?

- An employee's cooperative thrift society is functioning in the college in which all the staff are members.
- Both teaching and nonteaching staff can avail themselves of loans from the society at low interest rates.
- A Medical Insurance scheme is being implemented by the government for the welfare of the staff
- Festival advance is given once in a year to those who apply for it
- Government loan schemes to purchase house and vehicles are available for all the staff members.
- The staff are eligible to get accommodation in Tamil Nadu Housing Board at subsidised rent.
- The college arranged for medical health check up for all the staff.
- A UGC day care center functioned on the campus of the college, for the benefit of the children of the faculty members working here.

**Percentage of the staff who have availed themselves of various welfare schemes through the college.**

Loan				Society	Health Insurance claim	Housing unit facility	Festival advance	Others				
Housing		Vehicle										
Govt	Bank/ Others	Govt	Bank/ Others	Teaching Staff								
1.52	35.87	0	5.34	43.51	7.63	14.50	79.38	5.34				
Non-Teaching Staff												
0	0	0	0	61.53	0	38.46	80.76	0				

6.3.4. What are the measures taken by the College for attracting and retaining eminent faculty?

Being a government institution, the college adopts the rules and regulations of the government in recruitment and retention of faculty.

6.3.5. Has the College conducted a gender audit during the last four years? If yes, mention a few salient findings. No

6.3.6. Does the College conduct any gender sensitization programs for its staff? No.

6.3.7. What is the impact of the University's UGC-Academic Staff College Programmes in enhancing competencies of the College faculty?

The courses and programmes conducted by UGC-Academic Staff College are very useful in enhancing the competencies of the faculty members. This is evident from the feedback from the staff who attended various programmes conducted by different UGC-Academic Staff Colleges across the country.

Sl. No.	Programme	2010-11	2011-12	2012-13	2013-14	2014-15
01	Orientation	15	12	01	01	00
02	Refresher Course	22	25	19	24	29

Some of the important points from the feedback are given below:

The interactions with the resource persons were useful to update the teaching methods, techniques and research.

Staff members are able to update their knowledge in the recent developments in their respective disciplines.

The interactions with the fellow participants were useful to exchange ideas and also to try out new initiatives in teaching and learning.

## 6.4. FINANCIAL MANAGEMENT AND RESOURCE MOBILIZATION

6.4.1. What is the institutional mechanism to monitor effective and efficient use of financial resources?

All the financial transactions are made through nationalized banking facilities. Every amount received by way of fees is being remitted to Govt. Head and personal deposit accounts of the college. Each and every amount is spent after justifying the actual expenditure through various committees in charge for every expenditure. The need based expenditures alone are carried out by adopting the Govt. procedures laid down from time to time. To make the management of the financial resources effective and efficient a post of BURSAR is exclusively created by the Govt.

6.4.2. Does the College have a mechanism for internal and external audit? Give details.

The internal audit is done by the college governing body and the external audit is done by Auditor General, Chennai and the Director, Directorate of Collegiate Education, Chennai.

The accounts of the College are being audited by the Accountant General (A & E), Chennai for every two years as a measure of external audit. The last audit was done in the month of August 2012. The Audit Wing of the Office of the Director of Collegiate Education, Chennai 6 inspects the Accounts of this College at intervals as a measure of Internal Audit.

Every year during the month of April a joint sitting is conducted in the office of the Director of Collegiate Education, Chennai to settle the pending objections of the previous audit reports

<b>Audit Type</b>	<b>External</b>		<b>Internal</b>	
	<b>Yes/No</b>	<b>Agency</b>	<b>Yes/No</b>	<b>Authority</b>
Administrative	Yes	AG & DCE	Yes	College Governing Body

6.4.3. Provide audited income and expenditure statement of academic and administrative activities of the previous four years.

The Audit Reports of the Accountant General and Budgetary Statements of the State Govt. is appended.

Please see annexure: 6.2.

**6.4.4. Have the accounts been audited regularly? What are the major audit objections and how are they complied with?**

Every year in the month of April all the accounts are being thoroughly checked by a team of faculties of this college as a measure of pre-audit. The suggestions given by the team are followed by the office staff scrupulously.

The college accounts are regularly audited by the Office of the Auditor General & Directorate of College Education. Some of the major audit objections rose during the auditing are:

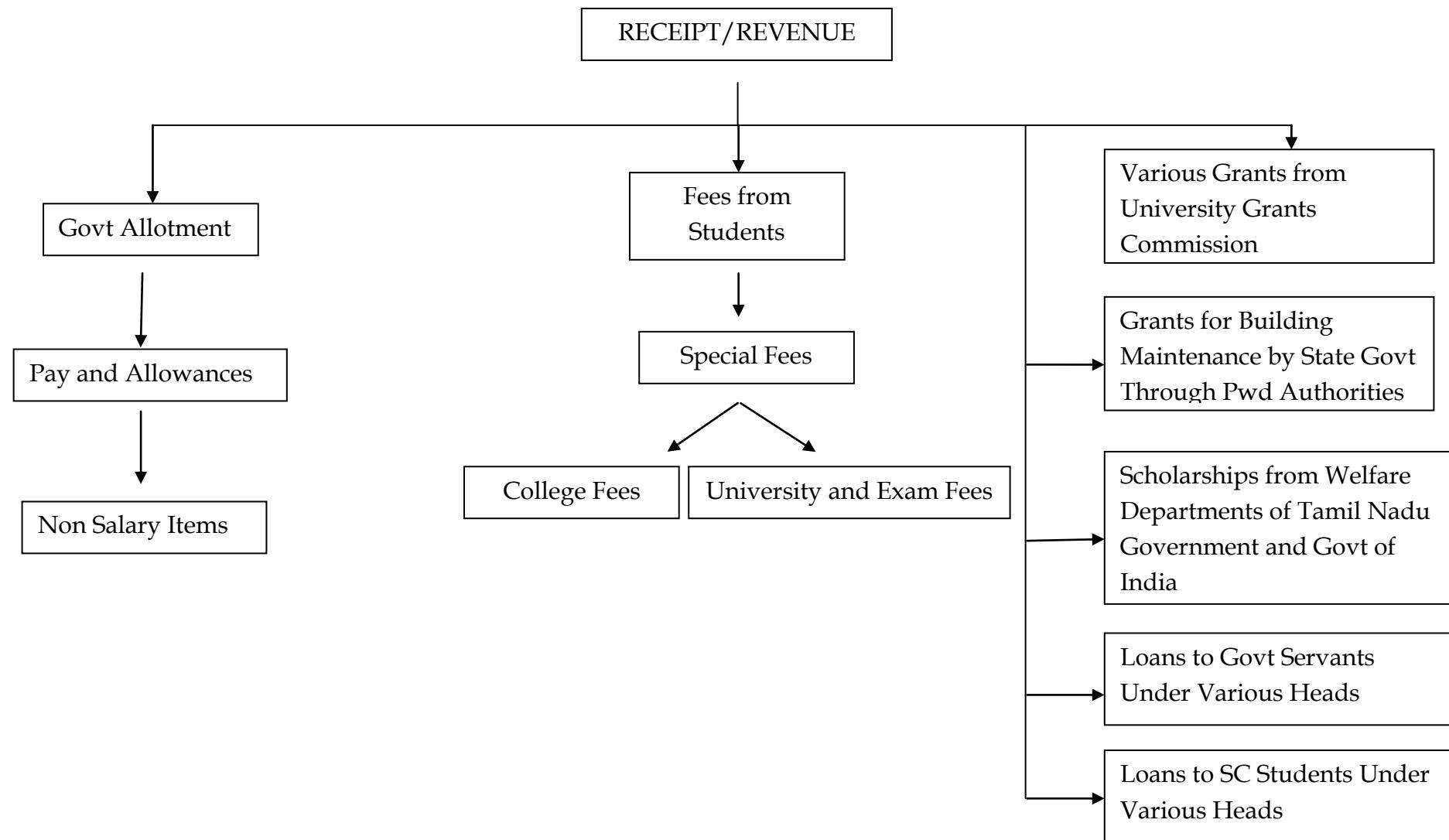
<b>Sl. No.</b>	<b>Year</b>	<b>Type of audit</b>	<b>No of Objections</b>	<b>Objection Dropped</b>
01	2008-2010	AG Audit	24	21
02	2010-2012	AG Audit	07	07

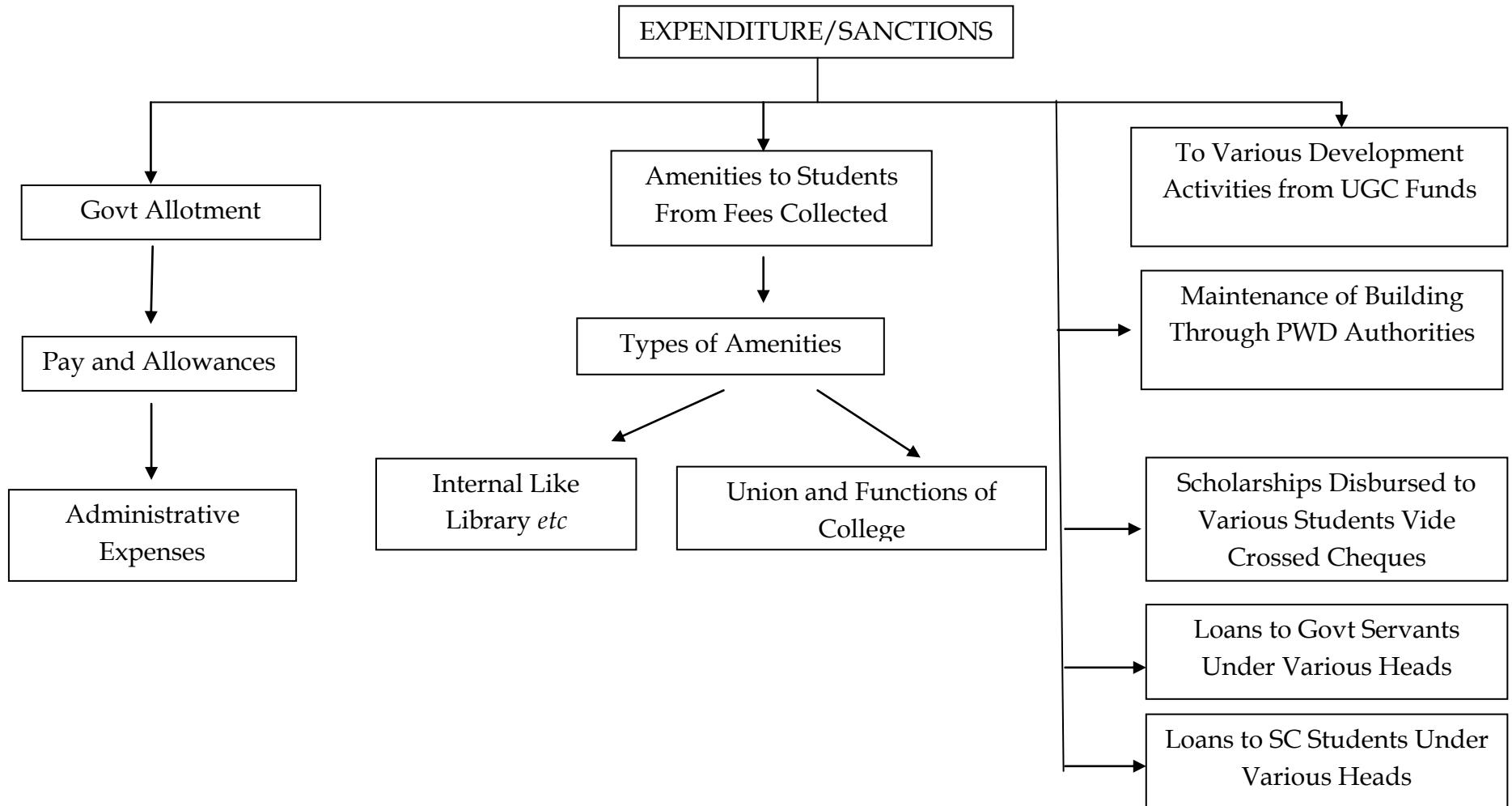
**6.4.5. Narrate the efforts taken by the College for resource mobilization.**

Government of Tamil Nadu and University Grants Commission are funding the college for regular payments of salaries and administrative expenses. The elected people members MPs and MLAs are also being approached by the College authorities to obtain the funds from their development funds to promote the amenities of the college such as buildings, classrooms, labs etc.

**6.4.6. Is there any provision for the College to maintain the ‘corpus fund’? If yes, give details.**

The college received subscriptions from the students to Parent Teachers' Association at the time of admission and from the outgoing students to Old Students' Association at the time of leaving the college. These funds are being maintained for the development of the College amenities and infrastructure and also reserved as 'corpus fund'.





## **6.5. INTERNAL QUALITY ASSURANCE SYSTEM**

**6.5.1.** Does the College conduct an academic audit of its departments? If yes, give details.

Yes

Once in a year at the end of the academic year an Academic Audit is conducted by Internal Quality Assurance Cell. Forms are issued to collect data from the Department and Staff. The collected data is analyzed by the committee headed by the Principal. The Member Secretary of the Academic Council, the Coordinator of the IQAC, and the Heads of the respective Departments constitute the audit committee. The overall performance of the department and the individual staff member, and feedbacks from the staff and the students are analyzed and important points and areas where improvement is necessary are indicated in the impact report.

**6.5.2.** Based on the recommendations of academic audit what specific measures have been taken by the College to improve teaching, learning and evaluation?

### **Important recommendations**

- More learner centric methods and techniques are to be adopted.
- More in- house lectures and seminars are to be conducted.
- Curriculum based field trips for students are to be increased to give them firsthand experience in learning.

### **Some of the measures taken to improve teaching, learning, and evaluation**

- All departments are provided with WiFi for effective use of e-resources.
- An MHRD Virtual Lab nodal centre has been established for demonstration of scientific principles, concepts and experiments.
- Soft skill programmes and add-on courses are conducted.

**6.5.3.** Is there a central body within the College to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

The IQAC is the central body of the college which continuously reviews the teaching and learning process. The IQAC gets feedback from the students and the faculty. The feedbacks are analysed and the impact report is submitted to the Principal. The important points in the impact report are discussed in the academic audit.

## **Structure of IQAC**

Chairman-The Principal  
Coordinator

Members-Internal (a faculty member is represented by each department, 1 student representative) and External (nominated by the Principal)

## **Methodology**

Feedback from students  
Feedback from Staff  
End Semester Results

## **Outcome**

Based on the impact report recommendations were made to increase the number of cycle tests and students seminar.

6.5.4. How has IQAC contributed to institutionalizing quality assurance strategies and processes?

IQAC has given guidelines on evaluation methods, details about implementation of new teaching strategies, use of online resources and e-contents, and integrating different facilities and avenues available in the college for student support.

- Evaluation methods
  - Conducting Open Book Test (class and unit test)
  - Recording the marks scored by students in tests under CIA
  - Reporting the cumulative performance in CIA to the students
- Teaching Learning
  - Adopting new teaching techniques like Mind Mapping, using Online Laboratories, student seminars using ICT
  - Students participation in seminars conducted by other institutions
- Research
  - Encouraging the students to apply for students mini project funded by various agencies
  - Encouraging the students, scholars and staff to present their project work in seminars and publish their findings in reputed research journals
- Student Support
  - Encouraging top scorers to appear for university examinations for ranking.
  - Students with good academic performance are given soft-skills programmes and personality development programmes under the aegis of Career Guidance Cell.

- Students from Science streams who satisfy the eligibility criteria are given free coaching to pass IELTS examinations and to get selected for government sponsored Study Abroad Programmes.
- Students who need academic support to better their performance are given remedial coaching by the faculty.
- Motivating the students to join NCC, NSS, YRC, RRC, Consumer Forum and Sports and Games.

6.5.5. Does the IQAC have external members on its committees? If so, mention any significant contribution made by such members.

Yes, IQAC has external members on its committee. The contributions made by the external members were helpful in shaping the add-on courses and skill based courses.

6.5.6. Has the IQAC conducted any study on the incremental academic growth of students from disadvantaged sections of society?

The IQAC provides guidelines to gather information on incremental growth of students to all departments. It also collects the assessment report from the departments. The important points are discussed in the IQAC meetings for necessary actions. The method of study is elaborated in 2.2.4.

6.5.7. What policies are in place for the periodic review of administrative and academic departments, subject areas, research centres, etc.?

- Annual Administrative audit is done by the Directorate of College Education, Local Fund Audit and Accountant General.
- Annual Academic Audit is done by the IQAC to assess the academic departments.
- Annual Stock Verification is done by a committee appointed by the Principal.
- Department wise Analysis is done by the department committee twice in a year after publication of the results.
- The curriculum and syllabus is reviewed, enriched and revised once in three years by the Board of Studies and the Academic Council. However, whenever the need arises the Academic Council takes necessary steps to revise the curriculum and syllabus on request from the departments concerned.
- Every semester a review meeting will be conducted after the publication of results by the Office of the Controller of Examinations. The marks scored by the students are taken as an indicator of the achievement of learning outcomes by the students.

Any additional information regarding Governance, Leadership and Management, which the institution would like to include.

## CRITERIA VII: INNOVATION AND BEST PRACTICES

### 7.1. ENVIRONMENT CONSCIOUSNESS

7.1.1. Does the College conduct a Green Audit of its campus?

Yes.

7.1.2. What are the initiatives taken by the College to make the campus eco-friendly?

**Energy conservation:**

Use of renewable energy

Solar lamps (5 Nos) were installed in the campus.

**Water harvesting:**

Rain water harvesting system is installed in the campus.

**Efforts for Carbon neutrality:**

Plantation

Mass saplings were done by the NSS and NCC

**Hazardous waste management**

Incinerators are installed in ladies rest rooms.

**e-waste management**

Unused/condemned electronic gadgets and other things are accounted in the stock register and can be disposed off only with the permission of the DCE. A letter has been sent to DCE to seek permission to dispose of the electronic waste.

### 7.2. INNOVATIONS

7.2.1. Provide details of innovations introduced during the last four years which have created a positive impact on the functioning of the College.

- Student seminars
- Unit tests
- Office automation
- Bank accounts for all students

### 7.3. BEST PRACTICES

7.3.1. Give details of any two best practices which have contributed to better academic and administrative functioning of the College.

**Best Practices # 1****1. Title of the Practice**

- Tutorial system

**2. Objectives of the Practice****Principle and Concept of the practice**

- The students are to be guided and motivated to shape their future by setting their goals and realizing them through personal as well as academic development.

**Objectives**

- To provide personal care and attention in order to promote academic and personal development of all the students of the college.
- To check drop-out rate by helping the students to overcome the domestic, social and psychological barriers.
- To understand the strengths and weaknesses of each student and help him/her to realize their potential and shape their career.
- To promote better teacher - student relationship.

**Intended Outcomes**

- The tutor knows the personal profile of each student
- The academic profile of each student is closely monitored
- All help is provided to the students to shape their personal as well as academic careers

**3. The Context**

Designing the tutorial system to monitor the progress of more than 3000 students is a challenging task. Each class is allotted a faculty of the respective departments on rotation. The work of a tutor is purely voluntary without any remuneration for the additional work he/she has to perform. So, at the outset the college has to motivate the faculty members to come forward to carry out this duty willingly on a voluntary basis. The college has the highly motivated team of teachers who have made this system a successful one all these years. Generally students in the adolescent period resist any kind of supervision over their personal as well as academic matters. Sometimes, some students fail to understand the benefit of this system and do not cooperate with the tutor. In those situations, the faculty members counsel the students to make them realize the benefits of this system and cooperate for the sake of his personal development. These are the major issues faced by the college in implementing this practice. The college successfully addresses the issues and implements the system in a systematic manner.

#### 4. The Practice

- Under the tutorial system, a faculty member is appointed for each class. The tutor collects and records the bio-data of all the students of the class. An over view of the bio-data helps the department to understand the socio-economic diversity of the students.
- Apart from the tutors a few teachers are appointed in each department as student counselors to help the students who face difficulties in learning due to academic, domestic, and psychological problems like peer pressure, ragging, gender related issues etc.
- The tutor keeps track of the over-all academic performance and other activities of the students throughout the course of study. Any development or achievements in curricular, co-curricular, and extra-curricular activities are always encouraged and given due reward and recognition in the tutorial system.
- Regular interaction with the students helps the counselors and the tutor to identify the difficulties faced by the students in their education as well as in their personal lives. Whenever it is required, they meet the parents of the students to ensure that the domestic environment is conducive to the academic development of their wards. In some cases, the tutors extend their help to the students when they face financial difficulties to meet their academic requirements and commitments.
- The students who fail in the semester examinations are given special attention by the tutors. They interact with the students to find out their difficulties in facing the subject components and arrange for special remedial classes for them in consultation with the subject teachers. They are also provided with study material whenever they need it.
- The tutorial system helps the students from the disadvantaged section of the society to get all the assistance provided by the government without any hindrance. The tutors take up necessary follow up actions with the college office for speedy disbursal of assistance.

#### 5. Evidence of Success

- The system adapted by the college helps the department in identifying the incremental academic growth of different categories of students. An over view of the bio-data helps the department to understand the socio-economic diversity of the students.
- The academic records of students who need special care and attention are analyzed continuously throughout the duration of the course to monitor their progress by the head of the department and the tutors.
- Those who fail in the semester examinations are given special attention by the tutors. They interact with the students to find out their difficulties in facing the subject components and arrange for special remedial classes for

them in consultation with the subject teachers. They are also provided with study material whenever they need it.

- The tutor helps the students from the disadvantaged section of the society to get all the assistance provided by the government without any hindrance.
- Students with good academic record are identified through tutorial system and encouraged to enrich their knowledge further and plan their career prospects.

#### 6. Problems Encountered and Resources Required

- The tutors have to spend more time with the wards resulting in reduction of time for preparation for lecture and class work.
- Some students provide inaccurate and wrong data.
- Resources required implementing the practice.
- Additional man power is required for consolidation and classification of student data.

**Best Practice # 2****1. Title of the Practice**

Orientation on Environmental Awareness

**2. Objectives of the Practice**

Principle and Concept of the practice

The students are provided with the value of the natural environment and resources so as to bring their attention towards the conservation of them.

**Objectives**

- To educate the students about nature and its value
- To motivate the students to propagate against environmental degradation
- To motivate the students to take steps to conserve and improve the natural environment

**Intended Outcomes**

- The students become aware of the value of natural environment and necessity to conserve and improve it.
- The students will initiate and participate in the efforts to conserve the environment.
- The students will develop and support eco-friendly practices

**3. The Context**

On the college campus the implementation of eco-friendly programmes are able to gain success. However, outside the college campus, in the social environment, more support from government agencies, social services organization and the NGOs is required to carry out, what students learn and practice in the campus, in their immediate social environment.

**4. The Practice**

- Programmes on Environmental Awareness and Conservation are regularly conducted for the students.
- Student volunteers actively participate in environmental awareness camps/rallies organized by the institution, other institutions and district administration.
- Saplings are planted on the campus and are maintained by NCC and NSS volunteers.
- Mini gardens are maintained on the campus by English, Biochemistry and Zoology department students.

## 5. Evidence of Success

- NSS volunteers in different departments created a positive atmosphere in their class rooms about keeping their departments clean and tidy.
- NCC/NSS volunteers planted saplings on the college campus and maintain them.
- Lot of young trees blooming on the campus stands testimony to the sustain effort of the students
- They also came forward with useful ideas to improve cleanliness of the college campus.

## 6. Problems Encountered and Resources Required

Please identify the problems encountered

Supply of water is often disrupted due to frequent power cuts and man power shortage during vacation

Resources required implementing the practice.

Resources like saplings, PVC tubes for water supply and manure are collected from government agencies and the NGOs.

Any additional information regarding Innovations and Best Practices, which the College would like to include.

- Solar lamps are installed in the campus is an evidence of success where replacing the non-renewable convention energy.
- To improve the sanitation of the environment, incinerators are installed in the ladies toilets to burn napkins.