

**RAJAH SERFOJI GOVERNMENT COLLEGE (AUTONOMOUS)
THANJAVUR 613005**

**Annual Quality Assurance Report (AQAR) of the IQAC
2017-2018**

Part – A

1. Details of the Institution

| | |
|--------------------------------------|------------------------------------|
| 1.1 Name of the Institution | RAJAH SERFOJI GOVT COLLEGE |
| 1.2 Address Line 1 | NEAR NEW BUS STATION |
| Address Line 2 | THANJAVUR |
| City/Town | THANJAVUR |
| State | TAMIL NADU |
| Pin Code | 613005 |
| Institution e-mail address | tanjrcg@yahoo.com |
| Contact Nos. | 04362-226417 |
| Name of the Head of the Institution: | Dr. V. SENTHAMIL SELVI |
| Tel. No. with STD Code: | 04362-226417 |
| Mobile: | 9443735769 |
| Name of the IQAC Co-ordinator: | Dr.P. MARIAPPAN |
| Mobile | 9865423322 |
| IQAC e-mail address | iqacrsg@gmail.com |
| 1.3 NAAC Track ID: | TNCOGN10061 |
| 1.4 Website address: | www.rsgc.ac.in |
| Web-link of the AQAR: | www.rsgc.ac.in/iqac/AQAR-17-18.pdf |

1.5 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|-------|------|-----------------------|-----------------|
| 01 | 1 st Cycle | *** | -- | 2000 | 5 years |
| 02 | 2 nd Cycle | B+ | -- | 2007 | 5 Years |
| 03 | 3 rd Cycle | A | 3.17 | 2016 | 2016-2021 |

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

24/07/2008

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

2017-2018

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- i) AQAR 2015-16 submitted to NAAC on : 20.12.2018
- ii) AQAR 2016-17 submitted to NAAC on : 31.12.2018

1.9 Institutional Status

| | | | | | | | | |
|--|--------------|-------------------------------------|----------------------|-------------------------------------|---------|-------------------------------------|---------|--------------------------|
| University/College | State | <input checked="" type="checkbox"/> | Central | <input type="checkbox"/> | Deemed | <input type="checkbox"/> | Private | <input type="checkbox"/> |
| Affiliated College | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> | | | | |
| Constituent College | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> | | | | |
| Autonomous college of UGC | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> | | | | |
| Regulatory Agency approved Institution | | | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> | | |
| Type of Institution | Co-education | <input checked="" type="checkbox"/> | Men | <input type="checkbox"/> | Women | <input type="checkbox"/> | | |
| | Urban | <input type="checkbox"/> | Rural | <input checked="" type="checkbox"/> | Tribal | <input type="checkbox"/> | | |
| Financial Status | Grant-in-aid | <input checked="" type="checkbox"/> | UGC 2(f) | <input checked="" type="checkbox"/> | UGC 12B | <input checked="" type="checkbox"/> | | |
| Grand-in-aid + self financing | | <input type="checkbox"/> | Total Self-financing | | | <input type="checkbox"/> | | |

1.10 Type of Faculty/Programme

| | | | | | | | | | |
|------------------|-------------------------------------|-------------|-------------------------------------|----------------|-------------------------------------|-----|--------------------------|----------------|-------------------------------------|
| Arts | <input checked="" type="checkbox"/> | Science | <input checked="" type="checkbox"/> | Commerce | <input checked="" type="checkbox"/> | Law | <input type="checkbox"/> | PEI (Phys Edu) | <input type="checkbox"/> |
| TEI (Edu) | <input type="checkbox"/> | Engineering | <input type="checkbox"/> | Health Science | | | <input type="checkbox"/> | Management | <input checked="" type="checkbox"/> |
| Others (Specify) | | NA | | | | | | | |

1.11 Name of the Affiliating University

BHARATHIDASAN UNIVERSITY
THIRUCHIRAPALLI TN

1.12 Special status conferred by Central/ State Government- UGC/ CSIR/ DST /DBT/ ICMR etc

| | | |
|--|-------------------------------------|---------------------------------------|
| Autonomy by State/Central Govt. / University | <input checked="" type="checkbox"/> | |
| University with Potential for Excellence | <input type="checkbox"/> NA | UGC-CPE <input type="checkbox"/> NA |
| DST Star Scheme | <input type="checkbox"/> NA | UGC-CE <input type="checkbox"/> NA |
| UGC-Special Assistance Programme | <input type="checkbox"/> NA | DST-FIST <input type="checkbox"/> NA |
| UGC-Innovative PG programmes | <input type="checkbox"/> NA | Any other <input type="checkbox"/> NA |
| UGC-COP Programmes | <input type="checkbox"/> NA | |

2. IQAC Composition and Activities

2.1 No. of Teachers

13

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

2

2.4 No. of Management representatives

0

2.5 No. of Alumni

0

2.6 No. of any other stakeholder and community representatives

1

2.7 No. of Employers/ Industrialists

0

2.8 No. of other External Experts

1

2.9 Total No. of members

18

2.10 No. of IQAC meetings held

11

2.11 No. of meetings with various stakeholders: No.

0

Faculty 8

Non-Teaching Staff/ Students 1

Alumni 1

Others 1

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. 5 International 0 National 0 State 0 Institution level 5

2.14 Significant Activities and contributions made by IQAC

- Submission of Proposal to RUSA for infrastructure development
- Facilitation of UGC autonomous extension review committee visit
- Coordinating with various departments of college for the enhancement of quality in all the academic activities
- Motivation of eligible PG Students to apply for PG Merit Scholarship and Indira Gandhi National Single Girl Child Scholarships

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year

| Plan of Action | Achievements |
|--|---|
| <ul style="list-style-type: none"> • Submission of proposal for autonomy extension and facilitation in UGC expert committee visit • Implementation of bridge course to the newly joined UG students • Revision in curriculum effectively • Taking steps for up-gradation and development of infrastructure | <ul style="list-style-type: none"> • Continuous effort was made in submission of the report and facilitation in committee visit. The UGC Expert committee visited the college and gave extension of autonomy extension till 2023. • A three course on different aspects of higher education including health management was given to the newly joined UG students • Worked with the CoE office for effective revision of syllabus for the academic year 2018-2019 • Proposal for construction of additional class rooms have been submitted to the local MP |

2.15 Whether the AQAR was placed in statutory body: Yes No

Management Syndicate Any other body

Provide the details of the action taken

- 5 Class rooms and a laboratory was constructed with Rajyasabha MP and Local MLA constituency development with SSS
- Renovation of Gallery Hall and Mini Seminar Hall with ICT facility (Physics Dept)
- Publication of semester results on the college website on time (within a month of last examination)
- Conduct of soft skills development programmes for students
- Construction of additional class rooms under RUSA Phase I is initiated
- Physics and Computer labs are provided solar power supply

Part – B
Criterion – I
Curricular Aspects

1.1 Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|------------------------|-------------------------------|--|-------------------------------------|--|
| PhD | 19 | 1 | - | - |
| PG | 14 | - | - | - |
| UG | 22 | - | - | - |
| PG Diploma | - | - | - | - |
| Diploma | - | - | - | - |
| Certificate | 01 | - | - | - |
| Others-M.Phil. | 09 | - | - | - |
| Total | 65 | - | - | - |

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

UG and PG students were given guidance and counselling for selecting electives under CBCS

(ii) Pattern of programmes:

| Pattern | Number of programmes |
|-----------|-------------------------------|
| Semester | 45 (UG-22; PG-14; M.Phil. 09) |
| Trimester | -- |
| Annual | -- |

1.3 Feedback from stakeholders

Alumni Parents Employers Students

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

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

Nil

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

Criterion – II
Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|-------|------------------|----------------------|------------|--------|
| 143 | 128 | 14 | - | 01 |

2.2 No. of permanent faculty with Ph.D.

95

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

| Asst. Professors | | Associate Professors | | Professors | | Others | | Total | |
|------------------|----|----------------------|---|------------|---|--------|---|-------|----|
| R | V | R | V | R | V | R | V | R | V |
| 0 | 13 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 20 |

2.4 No. of Guest and Visiting faculty and Temporary faculty

34

0

8

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International Level | National Level | State Level |
|------------------------------|---------------------|----------------|-------------|
| Attended Seminars/ Workshops | 01 | 19 | 01 |
| Presented papers | 07 | 39 | 02 |
| Resource Persons | 00 | 12 | 06 |

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

- Continuous monitoring of academic activity of students.
- Student seminars are organized periodically to give them exposure in descriptive and explorative methods and presentation skills.
- Organized Group discussions for effective teaching learning process
- Quiz programmes are organized for the students
- Soft skill training to students

2.7. Total No. of actual teaching days during this academic year

182

2.8. Examination/Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Nil

2.9. No. of faculty members involved in curriculum

restructuring/revision/syllabus development

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

142

2.10 Average percentage of attendance of students

2.11 Course/Programme wise distribution of pass percentage:

| Title of the Programme | Total no. of students appeared | Division | | | | |
|-------------------------------|--------------------------------|-------------|----|----|-----|--------|
| | | Distinction | I | II | III | Pass % |
| B. Lit. Tamil | 52 | - | 51 | - | - | 98.08 |
| B.A. English Shift-I & II | 76 | - | 4 | 49 | - | 69.74 |
| B. A. Economics TM & EM | 83 | - | 45 | 23 | 7 | 92.85 |
| BBA-Shift I & II | 104 | - | 88 | - | - | 84.62 |
| B. Com. | 99 | 4 | 73 | 20 | - | 98 |
| B. Sc. Maths-TM & EM | 72 | - | 35 | 2 | - | 51.38 |
| B. Sc. Statistics | 23 | - | 6 | 9 | - | 82 |
| B. Sc. Physics TM & EM | 73 | 9 | 40 | 1 | - | 68.5 |
| B. Sc. Chemistry | 66 | 10 | 14 | 4 | - | 43.93 |
| B. Sc. Zoology-TM & EM | 70 | 3 | 49 | 1 | - | 75.71 |
| B. Sc. Comp Sci Shift I & II | 65 | 5 | 47 | - | - | 80 |
| B. Sc. Biochemistry | 34 | 1 | 4 | 8 | - | 38 |
| B. Sc. Biotechnology | 27 | - | 11 | 1 | 15 | 44 |
| M.A. Tamil | 28 | - | 28 | - | - | 100 |
| M.A. English | 35 | - | 25 | 5 | - | 85.71 |
| M. A. Economics | 17 | - | 17 | - | - | 100 |
| M. Com. | 34 | 3 | 26 | 5 | - | 100 |
| M. Sc. Maths Shift I & II | 47 | - | 46 | - | - | 97.87 |
| M. Sc. Statistics | 24 | 2 | 20 | - | - | 91 |
| M. Sc. Physics | 24 | 4 | 15 | - | - | 79.2 |
| M. Sc. Chemistry Shift I & II | 50 | - | 20 | 29 | - | 98 |
| M. Sc. Zoology Section A & B | 32 | 7 | 16 | 8 | - | 97.84 |
| M. Sc. Comp Science | 39 | 26 | 13 | - | - | 100 |
| M. Sc. Biochemistry | 20 | 1 | 17 | - | - | 90 |
| M. Phil. Comp Sci | 20 | 20 | - | - | - | 100 |
| M. Phil. Economics | 15 | 05 | 09 | - | - | 93.33 |
| M. Phil. Commerce | 9 | 9 | - | - | - | 100 |
| M. Phil. Mathematics | 33 | - | 33 | - | - | 100 |
| M. Phil. Chemistry | 17 | 12 | 5 | - | - | 100 |
| M. Phil. Zoology | 11 | 3 | 8 | - | - | 100 |

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

- Feedbacks on course content and teaching methodology from the students.
- Analysis of End semester results
- Motivation of staff members to attend in-service training, refresher courses and orientation courses periodically.

2.13 Initiatives undertaken towards faculty development

| Faculty / Staff Development Programmes | Number of faculty benefitted |
|--|-------------------------------------|
| Refresher courses | 31 |
| UGC – Faculty Improvement Programme | 00 |
| HRD programmes | 00 |
| Orientation programmes | 02 |
| Faculty exchange programme | 00 |
| Staff training conducted by the university | 00 |
| Staff training conducted by other institutions | 00 |
| Summer / Winter schools, Workshops, etc. | 01 |
| Others | 00 |

2.14 Details of Administrative and Technical staff

| Category | Number of | | | |
|----------------------|----------------------------|-------------------------|---|-------------------------------------|
| | Permanent Employees | Vacant Positions | Permanent positions filled during the Year | Positions filled temporarily |
| Administrative Staff | 48 | 30 | 00 | 12 |
| Technical Staff | 18 | 07 | 04 | 05 |

Criterion – III
Research, Consultancy and Extension

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

3.2 Details regarding major projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|------------------|----------------|-------------------|------------------|
| Number | 0 | 2 | 0 | - |
| Outlay in Rs. Lakhs | 0 | 1600000 | 0 | - |

3.3 Details regarding minor projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|------------------|----------------|-------------------|------------------|
| Number | 7 | 1 | 1 | 4 |
| Outlay in Rs. Lakhs | 1420000 | 100000 | 185000 | 400000 |

3.4 Details on research publications

| | International | National | Others |
|--------------------------|----------------------|-----------------|---------------|
| Peer Review Journals | 91 | 0 | 0 |
| Non-Peer Review Journals | 0 | 0 | 0 |
| e-Journals | 0 | 0 | 0 |
| Conference proceedings | 0 | 6 | 1 |

3.5 Details on Impact factor of publications:

Range - Average -- h-index - Nos. in SCOPUS -

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

| Nature of the Project | Duration Years | Name of the funding Agency | Total grant sanctioned | Received |
|---|-----------------------|-----------------------------------|-------------------------------|-----------------|
| Major projects | - | - | - | - |
| Minor Projects | 1 | UGC | 185000 | 100000 |
| Interdisciplinary Projects | - | - | - | - |
| Industry sponsored | - | - | - | - |
| Projects sponsored by the University/ College | - | - | - | - |
| Students research projects (<i>other than compulsory by the University</i>) | 7 | TANSCHE | 105000 | 105000 |
| Any other(Specify) | | -- | -- | -- |
| Total | | -- | 290000 | 205000 |

3.7 No. of books published i) With ISBN No. 03 iii) Chapters in Edited Books -
ii) Without ISBN No. 0

3.8 No. of University Departments receiving funds from

| | | | | | |
|---------|--------------------------|------------------|--------------------------|----------|--------------------------|
| UGC-SAP | <input type="checkbox"/> | CAS | <input type="checkbox"/> | DST-FIST | <input type="checkbox"/> |
| DPE | <input type="checkbox"/> | DBT Scheme/funds | | | |

3.9 For colleges

| | | | | | |
|----------|-------------------------------------|-----|--------------------------|---------------------|--------------------------|
| Autonomy | <input checked="" type="checkbox"/> | CPE | <input type="checkbox"/> | DBT Star Scheme | <input type="checkbox"/> |
| INSPIRE | <input type="checkbox"/> | CE | <input type="checkbox"/> | Any Other (specify) | <input type="checkbox"/> |

3.10 Revenue generated through consultancy:

Nil

3.11 No. of conferences organized by the Institution

| Level | International | National | State | University | College |
|---------------------|---------------|--------------------|-------|------------|---------|
| Number | 0 | 13 | 0 | 0 | 4 |
| Sponsoring agencies | 0 | UGC, ICSSR, NCW | - | - | - |

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

25

3.13 No. of collaborations: International 00 National 00 Any other 00

3.14 No. of linkages created during this year 00

3.15 Total budget for research for current year in lakhs:

From Funding agency UGC/TANSCHE From Management of University/College 00

Total 290000

3.16 No. of patents received this year

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

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

| Total | International | National | State | University | Dist | College |
|-------|---------------|----------|-------|------------|------|---------|
| 1 | 0 | 1 | 0 | 0 | 0 | 0 |

3.18 No. of faculty from the Institution who are Ph. D. Guides 73

Students registered under them 283

3.19 No. of Ph.D. awarded from the Institution 42

3.20 No. of Research scholars receiving the Fellowships (Newly Enrolled + Existing ones)

| | | | | | | | |
|-----|--|-----|--|-----------------|--|-----------|--|
| JRF | 06 | SRF | 02 | Project Fellows | 04 | Any other | 17 |
|-----|--|-----|--|-----------------|--|-----------|--|

3.21 No. of students Participated in NSS events:

| | | | |
|------------------|---|---------------------|---|
| University level | 400 | State level | 0 |
| National level | 00 | International level | 0 |

3.22 No. of students participated in NCC events:

| | | | |
|------------------|--|---------------------|--|
| University level | 33 | State level | 10 |
| National level | 22 | International level | 0 |

3.23 No. of Awards won in NSS:

| | | | |
|------------------|---|---------------------|---|
| University level | 0 | State level | 0 |
| National level | 0 | International level | 0 |

3.24 No. of Awards won in NCC:

| | | | |
|------------------|---|---------------------|---|
| University level | 1 | State level | 0 |
| National level | 2 | International level | 0 |

3.25 No. of Extension Activities organized

| | | | | |
|------------------|--|---------------|--|---|
| University Forum | 0 | College Forum | 4 | |
| NCC | 08 | NSS | 10 | |
| | | | Any other | 2 |

3.26. Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility (ISR)

NCC

Swatch Bharath Rally at Neelagiri Panchayt

Swatch Bharath Rally at Thanjavur Raiway Junction

Clean India Rally at Thanjavur Bus Station

Blood Donation Camp at Thanjavur Medical College Hospital

Sapling Plantation at college campus

Environmental Awareness Programme for Women students by Zoology Department

NSS

Awareness Program on Smokeless Bogi Festival (11.01.2018)

Voters Day Awareness Rally (25.01.2018)

Special Rural Camp at Reddipalayam, Kamatchipuram, (09.03.2018-15.03.2018) Ravusha-patti and Ealupatti (11.03.2018-17.03.2018)

Participation in Illicit Liquor related programmes with district administration (20.03.2018)

Criterion – IV
Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities

| Facilities | Existing | Newly created | Source of Fund | Total |
|---|-----------------|--|-----------------------|--------------|
| Campus area | 44 Acres | - | - | - |
| Class rooms | 62 | 2 | - | 64 |
| Laboratories | 21 | 1 | State Govt | 22 |
| Seminar Halls | 1 | 0 | 0 | 1 |
| No. of important equipments purchased (\geq 1-0 lakh) during the current year. | - | - | UGC RUSA-MHRD | - |
| Value of the equipment purchased during the year (Rs. 1 Lakhs) | - | CCTV Copier Genset Smart Class Room | - | - |
| Others | - | - | - | - |

4.2 Computerization of administration and library

- Admission process was done through office automation.
- All departments are provided with computers with WLAN internet facility.
- Office of the Controller of Examinations is fully computerized. From this academic year internal marks, attendance were managed through office automation
- Students are issued computerized hall tickets with their photo for the semester examinations.

4.3 Library services:

| | Existing | | Newly added | | Total | |
|------------------|-----------------|--------------|--------------------|--------------|--------------|--------------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 66038 | 2025483 | 1021 | 280698 | 67059 | 2306181 |
| Reference Books | 201 | 17390 | 53 | 7297 | 254 | 24687 |
| e-Books | -- | -- | - | - | - | - |
| Journals | 9 | 245708 | 27 | 41490 | 27 | 287198 |
| e-Journals | -- | -- | -- | -- | -- | -- |
| Digital Database | -- | -- | -- | -- | -- | -- |
| CD & Video | -- | -- | -- | -- | -- | -- |
| Others (specify) | -- | -- | -- | -- | -- | -- |

4.4 Technology Up-gradation (overall)

| | Total Computers | Computer in Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|------------------------|-------------------------|-----------------|-------------------------|-------------------------|---------------|--------------------|---------------|
| Existing | 181 | 59 | 11 | Nil | Nil | 8 | 19 | 84 |
| Added | 0 | 0 | 0 | 0 | 0 | 0 | 13 | 03 |
| Total | 197 | 59 | 11 | - | - | 8 | 32 | 87 |

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

- Internet facility with Wi-Fi connection is available in all the departments. Faculty members, scholars and students have free access to e-resources through internet facility.
- All staff members have easy access to NLIST of UGC-INFLIBNET
- Digital library is another source of information portal, which provides access to online journals and other e-contents.
- For the benefit of Science students a Virtual Lab has been established.

4.6 Amount spent on maintenance in lakh:

| | |
|--|----------------|
| i) ICT | 0.13 |
| ii) Campus Infrastructure and facilities | 2.50 |
| iii) Equipments | 2.27 |
| iv) Others | 1193.78 |
| Total : | 1198.78 |

Criterion – V
Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC takes the responsibility of quality improvement in academic as well as co-curricular activities of the students.
- IQAC coordinates with staff coordinators of the departments and with students to ensure better utilization of services available for the students.
- Soft skills and personality development programmes are conducted for students to enhance their employability in private as well as public sectors.
- Feedbacks from students on curricular, co-curricular and extracurricular aspects are collected through forms issued to the students through the faculty. The forms are returned to the IQAC for analysis. The results of the analysis are provided to the faculty for remedial action if needed. Feedback on course content and evaluation is forwarded to the COE for further action.
-

5.2 Efforts made by the institution for tracking the progression

- Tutorial system is functioning to track the progression of the individual students in their academics.
- An Associate/Assistant Professor is appointed as a tutor for every class (UG/PG). The tutor maintains the personal as well as the academic records of each student during the entire course of study.
- Achievements of students are widely publicised among the students to boost up the motivation and morale of the fellow students. The college management and the faculty always congratulate and encourage the student achievers to scale new heights.

5.3 (a) Total Number of students

| UG | PG | Ph.D. | Others | Total |
|-----------|-----------|--------------|---------------|--------------|
| 3082 | 792 | 283 | 131 | 4228 |

(b) No. of students outside the state

(c) No. of international students

| No | % |
|----|---|
| 0 | 0 |

Men

| No | % |
|----|---|
| 0 | 0 |

Women

| Last Year | This Year |
|-----------|-----------|
|-----------|-----------|

| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
|---------|-----|----|-----|-----------------------|-------|---------|-----|----|------|-----------------------|-------|
| 3 | 578 | 5 | 942 | 12 | 1528 | 1 | 521 | 2 | 1119 | 13 | 1643 |

Demand ratio : 3.02 Dropout %: 2.65

5.4 Details of student support mechanism for coaching for competitive examinations

■ -

No. of student beneficiaries NA

5.5 No. of students qualified in these examinations

| | | | | | | | |
|-------------|---|-----------|---|------|---|--------|---|
| NET | 1 | SET/SLET | 1 | GATE | - | CAT | - |
| IAS/IPS etc | - | State PSC | - | UPSC | - | Others | 3 |

5.6 Details of student counselling and career guidance

No. of students benefitted NA

5.7 Details of campus placement

| <i>On campus</i> | | | <i>Off Campus</i> |
|---------------------------------|---------------------------------|---------------------------|---------------------------|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| 2 | 100 | 68 | 8 |

5.8 Details of gender sensitization programmes

- Staff members are given orientation in gender sensitization by the college management.
- Periodical awareness meeting and seminars for students are conducted on gender issues.

5.9 Students Activities

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

State/ University level 105 National level 0 International level 0

No. of students participated in cultural events

State/ University level 02 National level 0 International level 0

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

| | | | | | |
|-----------------------------------|--------------------------------|----------------|--------------------------------|---------------------|--------------------------------|
| Sports: State/ University level | <input type="text" value="0"/> | National level | <input type="text" value="0"/> | International level | <input type="text" value="0"/> |
| Cultural: State/ University level | <input type="text" value="0"/> | National level | <input type="text" value="0"/> | International level | <input type="text" value="0"/> |

5.10. Scholarships and Financial Support

| | Number of Students | Amount |
|---|---------------------------|---------------|
| Financial support from institution | - | - |
| Financial support from government | 2719 | 7497223 |
| Financial support from other sources | 291 | 435452 |
| Number of students who received International/National recognitions | - | - |

5.11 Student organised / initiatives

| | | | | | |
|---------------------------------|--------------------------------|----------------|--------------------------------|---------------------|--------------------------------|
| Fairs : State/ University level | <input type="text" value="0"/> | National level | <input type="text" value="0"/> | International level | <input type="text" value="0"/> |
| Exhibition: State/ Univ level | <input type="text" value="0"/> | National level | <input type="text" value="0"/> | International level | <input type="text" value="0"/> |

5.12 No. of social initiatives undertaken by the students: 02

5.13 Major grievances of students (if any) redressed:

- Photocopy facility at Students Cooperative store

Criterion – VI
Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

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:

- To provide quality higher education to all with a special focus on educationally, economically and socially disadvantaged and under-privileged 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 all 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 a value based education to inculcate a sense of responsibility, righteousness, patriotism, and social awareness to make them responsible citizens of the country.
- To promote academic excellence and research aptitude among the students.

6.2 Does the Institution has a management Information System

- Scholarship, student records, bus/train passes and curricular aspects are managed by separate sections in the office in coordination with the staff members. These sections coordinate among themselves, provide timely information and fulfil the requirements of the stakeholders.
- Examinations administered by the Office of the Controller of Examinations.
- Service records, salary and other benefits of all the teaching and non-teaching staff members are looked after by the college office.

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

6.3.1 Curriculum Development

- The syllabi for UG/PG/M.Phil are revised for the academic year 2018-19.

6.3.2 Teaching and Learning

- Faculty members are using Mind Mapping Techniques, Concept Tests, Micro-seminar, Power Point Presentation, Videos, Virtual Laboratory and Digital Library apart from conventional method of teaching, to make the teaching and learning process effective
- Field Visits, Industrial Visits and Educational Trips are arranged to supplement the learning experience of the students on the college campus.

6.3.3 Examination and Evaluation

- Centralised valuation in continuous internal assessment examination is introduced
- External question paper setting is in force for all the programmes.

6.3.4 Research and Development

- The College Research Committee (CRC) monitors the overall development in research in the campus. The CRC recommends the viable projects received from the faculty for funding and conducts various programmes related to quality research and publications.
- The Departmental research committee (DRC) monitors the development of the research activities of the scholars.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- IQAC ensures that students and scholars, who wish to have access to digital resources, are benefited through the digital library and Virtual Laboratory.
- All the departments are provided with WLAN internet facility which is useful for staff, scholars and students.
- All the application forms regarding leave, OD, scholarship, train pass, grievance redress, alumni association, feedback, loans and advances are posted on the college website as downloadable forms.
- New class rooms have been added by renovating the existing structure.
- To ensure uninterrupted power supply one 15Kv diesel generator has been installed for the college auditorium.

6.3.6 Human Resource Management

- Soft skills training was provided to the students by the Support of Tamil Nadu State Council for Higher Education, Chennai and ICT Academy of Chennai
- A total of 500 students trained in 10 batches by master trainers. Total No. of Hours 40. Modules for the Student Training: 1 Computer Operating Skills, Personality Development and Interview Preparatory Skills. 2 Awareness on IT & ITES Sector. 3 Awareness on Banking Financial Services & Insurance Sector.4 Awareness on Retail Sector. 5 Awareness on Hospitality Sector. 6 Assessments and Feedback

- An add-on course on solar cell testing sponsored by MHRD, NCPRE and IIT, Bombay is being conducted in the department of Physics. Fifty students are trained apart from their regular academics and made them certified solar cell testing technicians. It is expected that the course will give them employability.

6.3.7 Faculty and Staff recruitment

- 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.
- Tamil Nadu Public Service Commission recruits non-teaching staff members and the Director of Collegiate Education appoints them for various positions.

6.3.8 Industry Interaction / Collaboration

- Students from Zoology, Chemistry, Biochemistry and Business Administration periodically visit the industries and institutes to develop their knowledge in practical aspects
- A member has been nominated from the industry to ensure the participation of the industry in the curriculum development.

6.3.9 Admission of Students

- Admissions to UG/PG courses are done through single window system, based on the merit and the entire process of admission is done as per the norms and regulations of Director of Collegiate Education, Chennai.
- Admission to M. Phil. course is done as per the guidelines given by Bharathidasan University, Thiruchirapalli. The merit list is prepared based on the marks obtained in the entrance exam, interview and the marks in the qualifying examinations (PG).
- For Ph.D. the performance in the entrance test and viva-voce conducted by the Departmental Research Committee forms the basis for admission.

6.4. Welfare schemes for:

Teaching and Non-teaching

- Medical insurance scheme is being implemented by the government for the welfare of the staff and their family members.
- An employee's cooperative thrift society is functioning in the college. Members of the society can avail personal loans up to 6 laks at low interest.
- Festival advance is being given once in a year for those who apply for and the staff can avail the same for their religious festival.
- Government loan schemes to purchase house and vehicles are available for all the staff members.

- The staff members are eligible to get accommodation in Tamil Nadu Housing Board at subsidised rent.

Students

- Government scholarships are available for all SC and ST students. In case of BC and MBC students scholarships are available for those who belong to low income group. Minority students are also provided scholarships.
- All the day scholars are eligible to get free bus passes issued by the state government.
- Train passes on concessional rates are also issued for students who are from long distances.
- Three free hostels run by government welfare boards offer accommodation to SC/ST, BC/MBC male students who are in need of hostel accommodation.
- For female students a separate hostel is run by the government.
- Group Insurance Scheme is available for all the students.
- Free health check up and blood grouping are done every year.
- Student Cooperative Store is functioning for the benefit of students

6.5 Total corpus fund generated:

Being a government institution all the corpus fund is with the government and all the financial commitments are met by the state government.

6.6 Whether annual financial audit has been done Yes No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

| Audit Type | External | | Internal | |
|----------------|----------|------------------|----------|------------------------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | Yes | Academic Council | Yes | IQAC |
| Administrative | Yes | AG & DCE | Yes | College Governing Body |

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

For UG Programmes Yes No

For PG Programmes Yes No

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

- Syllabus has been revised. Job oriented skill based electives are introduced in the UG courses.
- Dummy numbering system is introduced

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges? Not applicable

6.11 Activities and support from the Alumni Association

- Alumni Association and College Management shoulder the responsibility of conducting the convocation every year. Students were motivated about their career through organizing seminars by renowned alumnus of the college

6.12 Activities and support from the Parent – Teacher Association

- Parent Teacher Association generously contributes financial assistance for various academic activities. Appointment of temporary teaching faculty and office assistants wherever necessary
- PTA helps the college management in matters of student discipline and welfare.

6.13 Development programmes for support staff

- Necessary permission and encouragement is given to support the staff members to update themselves in administrative and technical oriented fields. They are permitted to attend periodic in-service programmes provided by Government of Tamil Nadu to develop their academic and administrative abilities.

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

- Saplings were planted through a mass sapling programme by NSS in the campus to make the campus green.
- Animal use in Zoology Practical Curricula is minimized and digital alternatives are also used. Students are encouraged to use Virtual Dissection through the facility provided through Virtual Lab of MHRD
- Replacement of Street Lamps with LED
- Installation of solar power system in Physics and Computer Science Department Laboratories

Criterion – VII
Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Improvement of student's attendance by the way of continuous monitoring.

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

- All the departments conducted a national seminar/workshop. Department of Economics, Zoology and Tamil organized ICSSR, CICT and NCW sponsored national seminar
- Final year PG students are encouraged to present their project work in National Seminars and Symposia. They are also advised to publish their research findings in peer reviewed journals.

7.3 Give Best Practices of the institution

Continuous Monitoring of Student Attendance through tutorial system

7.4 Contribution to environmental awareness/protection

- Traditional tube lights are replaced with LED
- Newton Hive is installed in Zoology department
- Vermicomposting pit is maintained by the Department of Zoology by utilizing the garden waste
- NCC and NSS volunteers take the responsibility of maintaining a clean and green campus.
- The college is serving as a member of 'Clean Thanjavur' project
- Students and staff members are encouraged to keep the college campus "Plastic Free"

7.5 Whether environmental audit was conducted? Yes No

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

A SWOT analysis was done by the faculty to get a glimpse of the overall profile of the college. The following are the findings of the SWOT analysis:

- Improvement in research activities through sponsored research projects

- Improved success rate of students in competitive examinations and National Eligibility tests.
- Construction of a class room complex.
- Improvement in ICT application in teaching and learning
- Development in Communication Skills in English.

8. Plans of institution for next year

- Submission of proposal for DST-FIST program
- Submission of proposal to DBT for DBT sponsor programm
- Improving infrastructural development through MP constituent development
- To provide ICT (Information and Computer Technology) training to all teaching staff members and computer training to non-teaching staff members
- To conduct entrepreneurship training in collaboration with national skill development corporation.

Signature of the Coordinator, IQAC
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Signature of the Chairperson, IQAC
Name: Dr. V.SENTHAMIL SELVI

PRINCIPAL,
Rajah Serfoji Govt. College,
(Autonomous)
THANJAVUR - 613 005.

**Academic Calendar
2017-2018**

| Date | Particulars |
|-------------|---|
| 16.06.2017 | College Reopening for the academic year 2017-2018 |
| 10.08.2017 | Internal Examinations |
| 22.09.2017 | Pre-semester Examinations |
| 23.10.2018 | Model Examination |
| 31.10.2018 | Odd Semester Last Working day |
| 02.11.2018 | Autonomous Examination for ODD semester |
| 01.12.2018 | Reopening for even semester |
| 26.02.2018 | Mid semester Examination |
| 24.02.2018 | M. Phil. Examinations |
| 08.03.2018 | Women's Day |
| 27.03.2018 | Annual Convocation |
| 28.03.2018 | Sports Day |
| 02.04.2018 | Model Examinations |
| 07.04.2018 | College Annual Day |
| 10.04.2018 | Last Working day for the academic year 2017-2018 |
| 16.04.2018 | Autonomous Examination for EVEN semester |
| 10.05.2018 | Passing Board Meeting of UG & PG Examination |
| 10.05.2018 | Publication of autonomous examination results |