

The Annual Quality Assurance Report (AQAR) of the IQAC 2016-2017

Part – A

I. Details of the Institution

1.1 Name of the Institution

URUMU DHANALAKSHMI COLLEGE

1.2 Address Line 1

PAPPAKURICHI VILLAGE

Address Line 2

KATTUR P.O

City/Town

TIRUCHIRAPPALLI

State

TAMILNADU

Pin Code

620019

Institution e-mail address

principaludc@gmail.com

Contact Nos.

0431 - 2531669

Name of the Head of the Institution:

Dr. P. SAKTHIVEL

Tel. No. with STD Code:

0431 - 2531669

Mobile:

94435 32793

Name of the IQAC Co-ordinator:

Dr. K. Kaliyamurthy &
Prof.S. Kandasamy

Mobile:

94432 73872 & 99444 42207

IQAC e-mail address:

udciqaccoord17@gmail.com

1.3 NAAC Track ID

TNCOGN13258

1.4 NAAC Executive Committee No. & Date:

EC (SC)/03/RAR/16

1.5 Website address:

www.udc.ac.in

Web-link of the AQAR:

www.udc.ac.in

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	-	2007	5 Years
2	2 nd Cycle	A	3.04	2014	5 Years
3	3 rd Cycle	-	-	-	-

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

12/10/2007

1.8 AQAR for the year

2016-2017

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

- i. AQAR 2010-11 submitted to NAAC on 11/08/2011
- ii. AQAR 2011-12 submitted to NAAC on 24/11/2012
- iii. AQAR 2012-13 submitted to NAAC on 22/12/2013
- iv. AQAR 2014-15 submitted to NAAC on 17/07/2015
- v. AQAR 2015-16 submitted to NAAC on 19/08/2016

1.10 Institutional Status

University State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☒

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☐ Rural ☒ Tribal ☐

Financial Status Grant-in-aid ☐ UGC 2(f) ☒ UGC 12B ☒

Grant-in-aid + Self Financing ☒ Totally Self-financing ☐

1.11 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys. Edu.) ☐

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

Others (Specify)

1.12 Name of the Affiliating University

BHARATHIDASAN UNIVERSITY

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme

-

DST-FIST

-

UGC-Innovative PG programmes

-

Any other (*Specify*)

-

UGC-COP Programmes

-

2. IQAC Composition and Activities

2.1 No. of Teachers

8

2.2 No. of Administrative/Technical staff

4

2.3 No. of students

1

2.4 No. of Management representatives

3

2.5 No. of Alumni

2

2.6 No. of any other stakeholder and community representatives

0

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

2

2.9 Total No. of members

21

2.10 No. of IQAC meetings held

4

2.11 No. of meetings with various stakeholders:

No.

4

Faculty

2

Non-Teaching Staff & Students

2

Alumni

1

Others

-

2.12 Has IQAC received any funding from UGC during the year?

Yes

No

✓

If yes, mention the amount

-

2.13 Seminars and Conferences (only quality related): NIL

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

Total Nos.

-

International

-

National

-

State

-

Institution Level

-

(ii) Themes

-

2.14 Significant Activities and contributions made by IQAC

- Creating awareness and significance about NAAC to the new entrants.
- AISHE database prepared.
- Emphasis on academic audit of faculty.
- Exit meeting for final year students

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 * (*Annexure I Enclosed*)

Plan of Action	Achievements
Completion of the construction of new building	Executed
Admission to achieve the target	Executed
Career development programs to face the competitive exams like TNPSC	Executed
Facilities in the ladies hostel need to be improved	Executed
Academic Audit of teachers	Executed

* *Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body

Yes

☒

No

☐

Management

☒

Syndicate

☐

Any other body

☐

Provide the details of the action taken

The college has been accredited with 'A' Grade Cycle-II with CGPA 3.04 on a four point scale.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	08	-	04	-
PG	15	-	11	-
UG	16	-	11	-
PG Diploma	0	-	-	-
Advanced Diploma	1	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	8	-	04	-
Total	48	-	30	-
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	48
Trimester	-
Annual	-

1.3 Feedback from stakeholders* Alumni ☒ Parents ☒ Employers ☒ Students ☒
(Annexure II Enclosed)

Mode of feedback: Online ☒ annual ☐ Co-operating schools (for PEI) ☐

**Please provide an analysis of the feedback in the Annexure*

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

The syllabus for first year UG and PG courses were revised by the Board of studies of Bharathidasan University from 2016 onwards

1.5 Any new Department/Centre introduced during the year. If yes, give details. No

Criterion – II

2. Teaching, Learning, and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
50	34	16	-	-

2.2 No. of permanent faculty with Ph.D.

43

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
-	11	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

1

-

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	35	65	9
Presented papers	101	23	20
Resource Persons	4	1	8

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

- Interaction method
- Case studies
- Quiz/Activities
- Field work

- Earn while learn programme
- Students Seminar
- Using ICT

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

91 + 91

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

- Evaluation of students is based on both Internal Assessment and the University semester examinations (external) with an allotment of 25% and 75% marks respectively.
- Different methods of assessing the students – tests, seminars, assignments, etc.
- In many departments, digital library is maintained by the research scholars; Question banks based on university examination pattern are prepared. PPTs for emerging and selected topics are done by the members of staff and research scholars.

2.9 Number of faculty members involved in curriculum restructuring/revision/syllabus development as a member of Board of Study/Faculty/Curriculum Development workshop

8

2.10 Average percentage of attendance of students

80%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Aided Programmes						
B.A. Economics	27	1	15	5	-	77.7
B.Sc. Maths	40	4	13	-	-	42.5
B.Sc. Physics	37	5	17	-	-	59.4
B.Sc. Chemistry	27	2	9	-	-	55.5
B.Com.	89	5	53	13	-	79.7
M.A. Tamil	6	2	4	-	-	100.0
M.A. Economics	7	-	6	1	-	100.0
M.Sc., Physics	19	2	15	-	-	89.4
M.Com.	18	1	15	-	-	88.8
Unaided Programmes						
B.S.W	17	1	7	3	-	64.7
B.Lit.	14	-	3	3	-	42.8
B.A. English	53	-	5	17	-	41.5
B.B.A.	52	-	32	3	-	67.0
B.Com.	53	-	18	12	-	56.6
B.Com. (BM)	40	-	12	14	-	65.0
B.Com. (CA)	56	-	25	3	-	50.0
B.Sc. (CS)	79	9	37	-	-	58.2
B.C.A.	47	4	20	-	-	51.0
B.Sc. (MB)	51	2	32	4	-	74.5
M.S.W.	8	1	-	7	-	100.0
M.A. English	24	-	15	-	-	62.5
M.Sc. Maths	11	2	6	-	-	72.7
M.Sc. Chemistry	33	-	4	7	-	33.0
M.Sc. MB	9	4	4	-	-	88.8
M.Sc. CS	11	10	1	-	-	100.0
M.C.A.	9	1	7	-	-	88.8
M.Com.	18	1	15	-	-	88.8
M.Com. FM	14	-	7	-	-	50.0
M.Com. BM	13	2	10	-	-	92.0
PGDCA	8	-	8	-	-	100.0

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

IQAC periodically assesses the academic programmes and activities, strategies and action plans of various departments and attempts to enhance the quality of the academic programmes by introducing the following methods.

- Arranging remedial coaching classes for slow learners.
- Conducting Parents – Teachers meet at the department level.
- Encouraging the advanced learners to do value-added courses, to use library facilities and to appear for competitive examinations.
- Encouraging research, publications, paper presentations and participation in international/national/regional workshops, conferences and symposia.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculties benefitted</i>
Refresher courses	8
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	3
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	10	16	Nil	Nil
Technical Staff	4	3	-	-

Criterion – III

3. Research, Consultancy, and Extension

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

- Seven Departments of the college are recognized by the Bharathidasan University and UGC for research upto the doctoral level viz., Physics, Chemistry, Commerce, Economics, Mathematics, Management studies and Tamil
- The IQAC of the college appeals the staff members to undertake major and minor research projects and to organize seminars, workshops and conferences, etc.
- The students are informed about the various fellowships available and the members of staff encourage to apply for minor research project and seminar.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	3	-	1
Outlay in Rs. Lakhs	-	-	7,80,000	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	6	3	-
Non-Peer Review Journals	-	-	-
e-Journals	30	-	-
Conference proceedings	50	42	-

3.5 Details on the 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 organizations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	2016-17	UGC & Central Institute of Classical Tamil (CICT)	6,00,000 +1,80,000	2,00,000
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-

Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	7,80,000	2,00,000

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges	Autonomy	<input type="text" value="-"/>	CPE	<input type="text" value="-"/>	DBT Star Scheme	<input type="text" value="-"/>
	INSPIRE	<input type="text" value="-"/>	CE	<input type="text" value="-"/>	Any Other (specify)	<input type="text" value="-"/>

3.10 Revenue generated through consultancy

3.11 No. of conferences
organized by the Institution

Level	International	National	State	University	College
Number	2	3	-	3	8
Sponsoring agencies	Self-funded	Self-funded	-	Private sources	Private sources

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for a current year in lakhs:

From Funding agency	<input type="text" value="Rs. 7.80 lakhs"/>	From Management of University/College	<input type="text" value="-"/>
Total	<input type="text" value="Rs. 7.80 lakhs"/>		

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
2	-	2	-	-	-	-

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

35

128

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

13

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

1

SRF

-

Project Fellows

-

Any other (ICSSR)

1

3.21 No. of students Participated in NSS events:

University level

200

State level

80

National level

-

International level

-

3.22 No. of students participated in NCC events:

University level

40

State level

20

National level

-

International level

-

3.23 No. of Awards won in NSS:

University level

-

State level

-

National level

-

International level

-

3.24 No. of Awards won in NCC:

University level

-

State level

12

National level

-

International level

-

3.25 No. of Extension activities organized

University forum

-

College forum

-

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

- The college has conducted Awareness programmes on areas like Tuberculosis, labour welfare programmes, mental health, alcoholism, child abuse, welfare for transgender, etc. by the Department of Social Work.
- NSS unit of our college has organized a Special lecture on 'Fire safety' by Personnel from Fire Services; arranged camp on efficient use of water, protection of trees and environmental protection in association with '**Thanneer and Environment Students Club**' of Bharathidasan University, Tiruchirappalli.
- The Department of Social Work has arranged outreach and extension programmes and counseling and stress management programmes for neighbouring school children.
- On the International Day of Yoga, a grand Yoga practice is observed. Our college committee members, Principal and as many as 100 students of various faculties attended. Major Dr. N.S Sivakumar, Director of Physical Education who is the Yoga coordinator adhered yoga practice, the brainchild of our Hon'ble Prime Minister Shri Narendra Modi.
- **Mothi S.Rajagopal Library day** is observed in honor of the past secretary of college council Late *Sevaratna* Sri Mothi. S. Rajagopal. The eminent speaker is invited to address the gathering. In addition, **Student Study Circle** organized by the Department of Library and Information Science conduct special coaching for the job aspirants to update their knowledge in current affairs.
- As a mark of Silver Jubilee Celebrations of LPG Era, the P.G. & Research Department of Economics organized National Seminar on '25 years of Economic Reforms in India', the first of its kind in the state of Tamilnadu.
- 'Centralized English and Tamil Compositions' are conducted every week which is the unique feature of the college.
- One day **Special Rifle Exposure Training Programme** was conducted by the NCC unit for the first time on the college campus in the presence of Lt. Col. Jubin Mathews, Chief commander of the region.
- Dr. R. Sambasivam, Associate Professor of Physics organized **Alumni meet of our students who have settled in foreign countries** while he attended the International Conference conducted by Nanyang Technological University, **Singapore**.
- Dr. N. S. Sivakumar, Director of Physical Education of our college was promoted from the rank of 'Captain' to the rank of '**Major**' for his relentless services in **NCC**.
- **NCC 'B'** Certificate Examination for 300 Cadets was held on 18th & 19th February 2017 and also 'C' Certificate Examination for 200 Cadets on 25th & 26th March 2017 for the first time in the College.
- Dengue Awareness rally with 40 students was organized by EXNORA. **Nilavembu Kudineer** was distributed to 1500 students.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

<i>Facilities</i>	<i>Existing</i>	<i>Newly created</i>	<i>Source of Fund</i>	<i>Total</i>
Campus area	70,820 sq. ft.	12,500 sq. ft.	-	1,13,77,919
Class rooms	85	32	-	-
Laboratories	10	-	-	-
Seminar Halls	11	-	-	-
No. of important equipment purchased (≥ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

- College Library is fully automated with NIRMAL software with sufficient number of systems for accessing computerized database of books and for global access at 24*7.
- DSpace software for Institutional Repository is uploaded and thereby the members of staff can access e-resources.
- In the Network Resource Centre, Students and Staff members can access the e-Resources (e-journals & e-books) which are subscribed under NLIST program of UGC-INFLIBNET.
- Rare books which are identified and maintained in the library are scanned and the content pages are uploaded in the digital space.
- Issue and Collection of Book through BAR code system.
- DSpace software for institutional repository is uploaded and there by the staff can access e-resources

4.3 Library services:

	<i>Existing</i>		<i>Newly added</i>		<i>Total</i>	
	<i>No.</i>	<i>Value</i>	<i>No.</i>	<i>Value</i>	<i>No.</i>	<i>Value</i>
Text Books	52683	1,03,69,098	431	52377	53114	1,04,21,475
Reference Books	4232	8,71,973	97	86182	4329	9,18,155
e-Books	75,000	NLIST	15000	NLIST	90,000	5750
Journals	58	68,870	-	-	58	68,870
e-Journals	3000	NLIST	3000	NLIST	6000	5,750
Digital Database	-	-	-	-	-	-
CD & Video	211	-	14	-	225	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	<i>Total Computers</i>	<i>Computer Labs</i>	<i>Internet</i>	<i>Browsing Centres</i>	<i>Computer Centres</i>	<i>Office</i>	<i>Depart ments</i>	<i>Other s</i>
Existing	231	3	1	-	-	7	11	-
Added	-	-	-	-	-	-	-	-
Total	231	3	1	-	-	7	11	-

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

Computer and internet access training programme for one week was conducted for non-teaching staff.
--

4.6 Amount spent on maintenance in lakhs :

i) ICT	-
ii) Campus Infrastructure and facilities	2
iii) Equipments	3
iv) Others	-
Total :	5

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- The Heads of Departments explain the salient features of IQAC and curriculum during the inauguration of first UG and PG classes.
- IQAC collects feedback from members of staff and students about academic environment and co-curricular activities.
- Conducts alumni meeting and Parent Teachers meeting regularly to poll their opinion for the successful running of the institution and IQAC.
- Helps conducting Intensive Bridge course in the beginning of the academic year for new entrants.

5.2 Efforts made by the institution for tracking the progression

- Tutor-ward system is adopted to have a close monitoring on the progress of the students individually.
- The staff in-charge helps their wards to counsel on various issues.
- The Heads of Departments discuss the feedback obtained from the students with the Department members of staff and mentors.
- Suggestion box system is adopted to enable the students to ventilate their grievances.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2054	440	131	122

(b) No. of students outside the state

9

(c) No. of international students

-

Men

No	%
1143	41.61

Women

No	%
1604	58.39

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
32	343	26	1172	2	1575	283	986	40	1438	Nil	2747

Demand ratio 1:2

Dropout % 2.5

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

- The institution offers guidance to the students to prepare for the competitive examinations.
- The notice board clippings help the students to update their knowledge in the relevant

No. of students beneficiaries

11

5.5 No. of students qualified in these examinations

NET	1	SET/SLET	2	GATE	-	CAT	-
IAS/IPS etc.	-	State PSC	-	UPSC	-	Others	5

5.6 Details of student counseling and career guidance

- Conducting campus interviews and placement drives.
- Leadership training programme for two days was conducted.
- Students counselling and career guidance on all possible occasions.
- Displaying information relating to job opportunities to the students

No. of students benefitted

75

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
08	All final year students and outside graduates	121	311

5.8 Details of gender sensitization programmes

- The institution has grievance redressal cell for the girl students.
- Special lectures arranged on issues relating to gender sensitization.
- Orientation programme for girl students.
- Health Awareness programme for girl students.
- Personal Counselling programme conducted by Department of Social Work for boys and girls separately

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

Mode of Financial support	Number of Students	Amount
Financial support from institution	-	-
Financial support from government	1226	59,42,155
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

- The students who excelled in the school level were given preference under sports quota. Gym timing is increased during morning and evening hours as per the request made by the students.
- Our college library has registered under National Digital Library and hence e-resources can be accessed by the students and staff under INFLBNET Scheme. Library is opened during government holidays by our management staff members as per the request made by the students.
- Potable drinking water (RO) is provided to the students at the necessary places in verandas.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The vision of the institution is:

- To liberate the poor and deprived sections of the society from poverty through education.

The mission of the institution is:

- To realize the obligations of the Constitution of India by liberating and strengthening downtrodden and marginalized by providing relevant higher education to raise social standards.
- To strengthen the nation through value based education.
- To offer equal opportunities to women students through the co-educational mode in all courses.
- To provide all round development of the personality of the students by building confidence and communication skills.
- To develop the body, mind and shape the spiritual attitude by offering adequate opportunities through sports, games and extra curricular activities like NCC, NSS
- To promote secularism among citizens, by admitting students from all religions and training them in mutual respect for all religions.
- To offer all relevant courses of study within the ambit of the university and match the current trends in higher education at the national and international level.
- To teach the students the value of tradition and culture through training students in the fine arts native to India.
- To inculcate the value of preserving the environment and nature around them.
- To impart patriotism and fraternal love among the brethren of the nation.

6.2 Does the Institution has a Management Information System?

Yes

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

6.3.1 Curriculum Development

Ten members of our faculty are occupying Board of Studies in various disciplines at the university level.

6.3.2 Teaching and Learning

Conducive learning environment is created starting from Library referencing to Paper Presentation in Workshops/Conferences.

The IQAC coordinator interacts with Heads and other members of faculty to analyse the needs of the institution and implement it to achieve the goal of the institution.

6.3.3 Examination and Evaluation

- As the college is affiliated to Bharathidasan University, all the examinations are conducted as per norms and directions given by the university. The evaluation of UG and PG answer scripts are done by university itself. The continuous internal assessment (CIA) of the students is carried out to evaluate their behaviour and performance for 25 marks and remaining 75 marks is meant for university examinations.
- Continuous evaluation is done by conducting Cycle tests I, II and Pre-semester examinations.
- Assignments and project evaluation.

6.3.4 Research and Development

- Research students are encouraged to participate in conferences and workshops.
- They are motivated to apply for fellowships from agencies like UGC, ICSSR, CSIR etc.
- They are monitored regularly their performance in research activities. to cop up with the increasing demand for research, inter disciplinary research is under taken.

6.3.5 Library, ICT, and physical infrastructure/instrumentation

- The library is enriched with sufficient number of books and e-learning facilities (INFLIBNET).
- ICT facilities like internet connectivity, Smart halls with LCD projectors are available to all departments in the college.

6.3.6 Human Resource Management

As many as 11 members of staff attended Orientation and Refresher Courses of Human Resource Development center of Bharathidasan University to enhance their knowledge and skill in their related fields; Yoga practice for effective performance of teachers is also emphasized.

6.3.7 Faculty and Staff recruitment

- For the Government aided courses appointments are made as per the Government norms.
- For the unaided courses the management appoints eligible members of staff with the objective of enhancing quality in teaching.

6.3.8 Industry Interaction / Collaboration

1. The students of Science faculty are taken to 'Industry visit' every year by the respective faculty members. Science students used to visit nearby industries like BHEL, FCI, CECRI etc.
2. The students of Commerce and Economics faculty are taken to visit export/import companies, District Industries Centres and Industrial Estates.
3. Career guidance cell arranges regular meeting with the representative of the industries for better institute-industry relations.

6.3.9 Admission of Students

The admission of students is based on the government norms taking in to account the quota.

6.4 Welfare schemes for

Teaching	Regular medical check-up by the voluntary agency
Non-teaching	Credit society
Students	Free Gym services for physical fitness. Students run stationery service centre. Yoga practices for effective health of students.

6.5 Total corpus fund generated

Nil

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	Authority
Academic	Yes	Local fund audit	Yes	Inter-Dept.
Administrative	Yes	Local fund audit	Yes	Inter-Dept.

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

For UG Programmes Yes ☐ - No ☐ -

For PG Programmes Yes ☐ - No ☐ -

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

CBCS, Continuous Internal Assessment (CIA), Submission of assignments, Equal weightage is given to all the units of the syllabus in the Question papers.

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

During every academic year in the month of August “Alumni association meeting” is organized by the institution. The members of the alumni association share their opinions regarding the development of the institutions. They proposed to contribute a fund for infrastructural development.

6.12 Activities and support from the Parent – Teacher Association

In every semester, Parent-Teachers meet are held department wise. Feedback received from the parents will be taken care off by the Heads of Departments and appropriate measures are initiated.

6.13 Development programmes for support staff

The following programmes are organised to hone up the skills required for the support staff:

- Tally Training for Accountants.
- Internet/computer operating.
- MS Office
- Tally/Excel

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

Rain water harvesting facility is installed in entire campus.

Tree plantation is promoted every year during the Founder’s day and also through outreach activities. During Independence Day and Republic Day, tree plantation is carried out by the cadets of the college.

Criterion – VII

7. Innovations and Best Practices

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

1. The Department of Computer science offers training to their students about various modes of cashless transactions, in turn students went to various branches of Canara bank and give training to the customers of the branches as the part of Digital India programme by the Government.
2. Enhancing the association and co-curricular activities.
3. Movie club takes efforts to display standard movies to improve the comprehensive and creative ability of the students.
4. ICT training given to Non teaching staff and students of various faculties.

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

<u>Plan of Action</u>	<u>Action taken report</u>
Green campus	Saplings were planted
Plastic free zone	Awareness programmes were conducted
Anti-ragging campus	Severe action taken against law breakers

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

Please See Annexure III

****Provide the details in Annexure (annexure need to be numbered as I, II, III)***

7.4 Contribution to environmental awareness/protection

- NSS volunteers serve in the rural areas by throwing seed balls especially in the river sides as part of the programme for achieving the target of growing more number of trees.
- Rally conducted by the Cadets for creating awareness about Swachh Bharath and members of staffs and many students downloaded the apps and the college coordinates with the corporation towards achieving the goal of clean city.
- Nature club of the college conducted field trips to Pachaimalai hills and arranged the students for Green walk.
- Composting and Vermi composting practice for soil reclamation.

7.5 Whether environmental audit was conducted? Yes ☒ No ☐

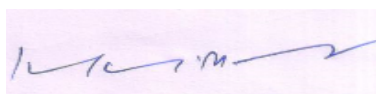
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strengths	Weaknesses
<ul style="list-style-type: none"> There is a high demand for the job oriented courses like B.Sc. BCA and B.Com. courses among the girls' students of rural areas. With highly committed faculties, quality standards are sustained. Placement of the students increase every year which show our quality enhancement with a supportive Alumni Association. Better ambiance for academic opportunities. 	<ul style="list-style-type: none"> The many a number of students have difficulty in communicating in English. Extra skills in teaching in mother tongue are necessary to the teachers who are taking classes to the students coming from the surrounding villages.
Opportunities	Challenges
<ul style="list-style-type: none"> Employment opportunities for the students are bright. ICTACT programmes and certificate programmes are conducted to enhance the skills of the students which results in getting better job opportunities. Students are given training for NET, SET and other competitive examinations. 	<ul style="list-style-type: none"> The number of applications received for admission in PG courses decreases over a period. To hone up skills of the students from rural villages, effective skill development packages are to be introduced.

8. Plans of institution for next year

1. Green and Tobacco free campus by enforcing strict discipline mechanism.
2. Bio metric system to be introduced for the staff to ensure their work timings.
3. Move towards autonomous status.
4. Setting up of Entrepreneurship Development Cell.

as per the request made by the students as per the request made by the students

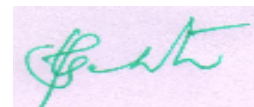


(Dr. K. KALIYAMURTHY)



(Prof. S. KANDASAMY)

Coordinators, IQAC



(Dr. P. SAKTHIVEL)

Chairperson, IQAC

ANNEXURE I

Academic Plan 2016 - 2017

I Test : Test for the completion 25% of the syllabus can be conducted as Class test on or before 13.1.2017

English Test	: I year	–	6.01.2017
	II year	–	10.01.2017
Tamil Test	: I year	–	11.01.2017
	II year	–	12.01.2017

For Aided course, 4th and 5th hour and for Un-Aided 2nd & 3rd hour.
All other papers should be conducted before 13th Jan 2017.

II Test : Test for the completion of 50% of the syllabus can be conducted on or before 13.2.2017

Test duration – 9.50 Am – 12.20 PM (2½ hrs)

- (i) Test need not be conducted for NME papers
- (ii) 4th and 5th hour regular classes will be conducted

Tami Test date : I year & II year - 6.2.2017
English Test date : I year & II year – 7.2.2017

III Test : Test for the completion of full syllabus can be conducted on or before 30-03-2017
[Date will be finalized after getting University Practical Examination time table]

Test duration – 10 AM – 1 PM (3 hours)

Pre-semester examination for Major, Allied, NME and soft skills

Library books – Rs.5000/- is allotted for all arts departments and Rs.7000/- for Science Departments. Books to be purchased on or before 31.12.16

(III) M. Phil FT and PT

Special lecture will be arranged for **Teaching and learning Skill** paper of M. Phil (PT & FT) students of both Arts and science for 2-days [dates will be announced later]

Special lecture on **Research Methodology paper for science students** will be conducted for ONE day.

(IV) College day/ Graduation day will be conducted in the month of February after discussing with the management regarding availability of Chief guests

- (1) College day – Feb 2017 (any Saturday)
- (2) Convocation – Feb 2017 (Subsequent Sunday)

- ❖ Digital Library can be maintained by the Department by collecting PPTs prepared by Teachers and research Scholars.
- ❖ Education CD can be purchased by the Department within the fund allotted for Library books.

Association Meeting:

- ❖ Association meeting for this semester can be conducted
- ❖ HODs of languages and other allied subjects associated with Major subjects are requested to inform to the HODs of Major department if any members of staff of the concerned subjects are on leave or OD to facilitate arrangements of classes without free hours.
- ❖ Result analysis is to be submitted within one week after declaration of university result.

ANNEXURE II

1.3 Analysis of feedback from stakeholders

The institution periodically collects feedback from the stakeholders viz., parents, alumni, employer, teachers, and students when they come for the meeting. The opinion polled and suggestions offered by the stakeholders were considered in the right perspective with an objective of sorting out modalities for overcoming problems and difficulties encountered. Based on the opinion of the stake holders the following initiatives have been taken.

- i. focusing on special drive for slow learners;
- ii. counseling for the students; offering of skill development and job oriented programmes;
- iii. meeting financial commitments of economically weaker students;
- iv. developing computer and communication skills of students;
- v. concentrating on health and personal hygiene of students in association with Public health centre;
- vi. running more certificate and add-on courses in collaboration with institutions like Institute of Entrepreneurship and Career Development(IECD) of Bharathidasan University.

The college with the support of the management is able to address the problems spotted out by the stakeholders. for instance, Nutrition and Diet Committee has been set up to look after the health needs of students:

Remedial courses are conducted during zero hours to enhance the pass out percentage of the students and their communicative skills. Intensive bridge courses were conducted especially for first-year UG and PG students; certain courses like Tally, Desktop Publishing, Spoken English through Multi-lingual language lab and Visual programming are arranged in collaboration with IECD.

We have provided books to the economically weaker students through Book Bank every year in addition to college library; the financial assistance through alumni network and faculty members who generously contribute for the welfare of the students. In order to address the personal and study related problems of the boys and girl students, the experienced member of the faculty from the Department of Social Work provides the counseling.

Annexure III

Best practices of the Institution

S.No	Title	Objective	Content	Practice	Evidence of Success
1	Environmental Protection	To separate biogradable and non-degradable wastes	Clean Environment	Eco-friendly practice, viz., Avoiding plastic items	The college received Swachhata Hi Seva Award and Appreciation Certificate by Tiruchirappalli City Corporation
2	EXNORA	To increase green cover	Planting of saplings	Planting during rainy season	Trees and saplings were planted in neighboring villages
3	Book Club	To develop reading and communication skills (Tamil and English language) among students	Review of books	Review the book at the rate of one book per month in Tamil and English.	Past reviewers were well placed; Won prize in oratorical competition
