.The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

AQAR for the year *(for example 2015-16)*

| 2015 - 16 |

1. Details of the Institution

1.1 Name of the Institution

| GOVERNMENT ARTS COLLEGE |

1.2 Address Line 1

| THUVAKUDIMALAI (post) |

Address Line 2

| |

City/Town

| TIRUCHIRAPALLI |

State

| TAMIL NADU |

Pin Code

| 620 022 |

Institution e-mail address

| gactrichy@yahoo.in |

Contact Nos.

| 0431-2520805 |

Name of the Head of the Institution:

| Dr. R. THIYAGARAJAN |

Tel. No. with STD Code:

0431-2520805

Mobile:

9789165655

Name of the IQAC Co-ordinator:

Dr. S. S. JANSI RANI

Mobile:

09994916441

IQAC e-mail address:

iqactry22@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

TNCOGN 12791

OR

1.4 **NAAC Executive Committee No. & Date:**
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
Of your institution's Accreditation Certificate)

EC/66/RAR/105 dated 21/02/2014

1.5 Website address:

www.gactrichy22.com

Web-link of the AQAR:

http://www.gactrichy22.com/FORMS/AQAR2015-16.doc

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	-	2006	21-05-2006 TO 20-05-2011

2	2nd Cycle	B	2.35	2014	21-02-2014 TO 20-02-2019
3	3rd Cycle				
4	4th Cycle				

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

22.09.2009

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

Since the latest Accreditation by NAAC is done only in Feb.2014, the present AQAR is the Second AQAR submitted since then.
  i. AQAR 2014 – 2015 submitted to NAAC on 13-06-2015 (DD/MM/YYYY)
  ii. AQAR_____ _____ (DD/MM/YYYY)
  iii. AQAR_____ _____ (DD/MM/YYYY)

1.9 Institutional Status

University   State [√] Central [ ] Deemed [ ] Private [ ]

Affiliated College   Yes [√]   No [ ]

Constituent College   [ ] Yes [√] No

Autonomous college of UGC   Yes [ ]   No [√]

Regulatory Agency approved Institution   Yes [ ]   No [√]

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

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

                Urban [ ]   Rural [√] Tribal [ ]

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

                Grant-in-aid + Self Financing [ ]   Totally Self-financ [ ]

1.10 Type of Faculty/Programme

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

TEI (Edu) [ ]   Engineering [ ]   Health Science [ ]   Management [ ]

Others   (Specify) [.]

1.11 Name of the Affiliating University *(for the Colleges)*   [BHARATHIDASAN UNIVERSITY]

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

Autonomy by State/Central Govt. / University   [---]

University with Potential for Excellence [---]   UGC-CPE [---]

DST Star Scheme   [---]   UGC-CE [---]

UGC-Special Assistance Programme   [---]   DST-FIST [---]

UGC-Innovative PG programmes   [---]   Any other (*Specify*) [---]

UGC-COP Programmes   [---]

2. IQAC Composition and Activities

2.1 No. of Teachers   [6]

2.2 No. of Administrative/Technical staff   [1]

2.3 No. of students | 2 |

2.4 No. of Management representatives | --- |

2.5 No. of Alumni | 1 |

2. 6   No. of any other stakeholder and | 1 |
       Community representatives

2.7 No. of Employers/ Industrialists | 1 |

2.8   No. of other External Experts | 1 |

2.9 Total No. of members | 13 |

2.10 No. of IQAC meetings held | 10 |

2.11 No. of meetings with various stakeholders: | 4 | No. Faculty | 10 |

Non-Teaching Staff   Students | 10 | Alumni | 1 | Others | 10 |

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

       If yes, mention the amount | 3,00,000 | (For Five Years)

2.13 Seminars and Conferences (only quality related)

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

   Total Nos. | 1 | International | --- | National | --- | State | --- | Institution Level | 1 |

   (ii) Themes | - Quality Enhancement in Higher Education-- |

2.14 Significant Activities and contributions made by IQAC

> The IQAC plays an active role in internalising a culture of quality within the institution. This culture is maintained and sustained by several initiatives taken by the CELL through the year. During the academic year 2015-16 the members of the IQAC were actively involved in the compilation of the AQAR.
>
> ❖ Preparation of annual quality assurance report
> ❖ Guidance to PG Students to apply for PG Merit Scholarships and Indira Gandhi National Scholarships for Single Girl Child
> ❖ Guidance to the scholars to apply for research fellowships
> ❖ Motivating the staff members to apply for research projects and conducting seminars/conferences/workshops in core areas
> ❖ Coordinating with various departments and college administration for sustaining and enhancing quality in all spheres of activities
> ❖ Setting parameters and bench marks for quality assurance and exploring new avenues for quality enhancement.

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
Review of AQAR of the previous years.	AQAR of the previous year was reviewed and the areas that required improvements were identified.
Orienting the staff members to participate in seminars and conferences.	Staff members enthusiastically participated in many national and international seminars and conferences.
Periodic meeting of IQAC	Periodic review meetings of IQAC were conducted regarding preparation of AQAR and the other functions of IQAC
Definite Programmes for the enhancement of the various skills in the students.	Reading Club has been Inaugurated on 22-02-2016

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

Management □   Syndicate □   Any other body □

Provide the details of the action taken

❖ With the increase in the coaching classes for soft skills, students are empowered with more knowledge and skills for the present job market.

❖ The installation of the networking has set the tone for an enhanced and efficient output in communication and has generated a greater research rigor on campus.

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	17			Remedial, UGC, NET, Soft Skill, ESC.
PG	16			
UG	17			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others-M.Phil	17			
Total	67			
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	UG, PG, and M. Phil. programmes are carried out under semester pattern
Trimester	
Annual	

1.3 Feedback from stakeholders*   Alumni [√] Parents [ ] Employers [ ] Students [√]
   (On all aspects)

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

* An analysis of the feedback from Alumni is provided as Annexure I
An analysis of the feedback from students is provided as Annexure II

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

NA

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
87	80	7	-	-

2.2 No. of permanent faculty with Ph.D.   [53]

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
12	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

-	-	17

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	10	12	4
Presented	16	13	--
Resource Persons	19	23	2

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

❖ Student seminars are organized periodically to give them exposure in descriptive and explorative methods and presentation skills
❖ Problem solving is encouraged.
❖ Case Studies and Role Play are adopted.
❖ Demonstration using models are done.
❖ Experiential learning is provided to reinforce the fundamentals of the subject.

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)

NA

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

28	-	-

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

2.10 Average percentage of attendance of students

80

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programmes		Total No. of Students Appeared	DIVISION				
			Distinction %	I %	II %	III %	Pass %
CHEMISTRY	UG	38	--	10	--	--	10
	PG	24	-	62	-	--	62
TAMIL	UG	20	5	80	5	-	90
	PG	-	-	-	--	-	-
MATHEMATICS	UG	25	36	48	-	-	84
	PG	26	19.23	57.6	-	-	77
COMPUTER SCIENCE	UG	67/52	6/9.68	86/77.4	-	-	92/87
	PG	21	33.3	52.38	9.52	-	95.2
COMMERCE	UG	42/26	-	81/31	9/38	-	90/69
	PG	34	04	90	-	-	94
ENGLISH	UG	37	-	-	59.45	-	59.45
	PG	30	--	73.33	10	-	83.33
HISTORY	UG	13	-	84.5	15.3	-	100
	PG	07	-	100	-	-	100
PHYSICS	UG	08	-	50	12.5	37.5	100
	PG	--	--	--	--	-	-
BUSINESS ADMINISTRATION INTERNATIONAL BUSINESS	UG	49		48.9	14.28	-	63
	PG	4	25	50	25	-	100
ELECTRONICS	UG	-	-	-	-	-	-
	PG	4	-	100	-	-	100
SOCIAL WORK/POLITICAL SCIENCE	UG	--	-	-	-	-	-
	PG	-	-	-	--	-	-
VISUAL COMMUNICATION	UG	-	-	-	-	-	-
	PG	-	-	-	-	-	-
GEOGRAPHY	UG	-	-	-	-	-	-
	PG	-	-	-	-	-	-

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

Through Feedback from students and alumni.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	12
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
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(15)	7	8	-	4
Technical Staff	2	1	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- ❖ Focuses on Research Capacity building and provides forum for knowledge sharing.
- ❖ Session and Projects are devised to improve and enhance research potential and initiate quality assessment standards.
- ❖ Monthly events to improve skills in writing, interviewing, and reviewing research papers are conducted for interested research students.
- ❖ Eminent speakers are invited for motivational talk.
- ❖ At all levels inter-disciplinary scholarship enquiry is encouraged with a scope of innovation and quality advancement.

3.2   Details regarding major projects

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

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	3	---	1
Outlay in Rs. Lakhs	2 lakhs	4 lakhs		

3.4   Details on research publications

	International	National	Others
Peer Review Journals	53	22	---
Non-Peer Review Journals	---	---	---
e-Journals	---	---	---
Conference proceedings	3	7	

3.5 Details on Impact factor of publications:

Range [ ]   Average [ ]   h-index [ ]   Nos. in SCOPUS [3]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	---	---	---	---
Minor Projects	2015 - 2017	UGC	4 lakhs	2.75 lakhs
Interdisciplinary Projects	---	-----	---	---
Industry sponsored	---	----	---	---
Projects sponsored by the University/ College	---	---	---	---
Students research projects *(other than compulsory by the University)*	---	---	----	---
Any other(Specify)	---	---	----	----
Total		---	----	----

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

   ii) Without ISBN No.   [---]

3.8 No. of University Departments receiving funds from

UGC-SAP `---`   CAS `---`   DST-FIST `---`

DPE `---`   DBT Scheme/funds `---`

3.9 For colleges   Autonomy `---`   CPE `---`   DBT Star Scheme `---`

INSPIRE `---`   CE `---`   Any Other (specify) `---`

3.10 Revenue generated through consultancy   NIL

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	NIL	NIL	NIL	NIL	NIL
Sponsoring agencies	NIL	NIL	NIL	NIL	NIL

3.12 No. of faculty served as experts, chairpersons or resource persons   14

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 current year in lakhs :

From Funding agency   nil   From Management of University/College   nil

Total   nil

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
---	---	---	---	---	---	---

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

30

90

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

1

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

JRF 2   SRF ---   Project Fellows ---   Any other ---

3.21 No. of students Participated in NSS events:

University level ---   State level ---

National level ---   International level ---

3.22 No. of students participated in NCC events:

University level ---   State level ---

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 ---

National level ---   International level ---

3.25 No. of Extension activities organized

University forum ---   College forum ---

NCC ---   NSS ---   Any other ---

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

❖ Initiatives are taken to realize institutional social responsibility (ISR) inspired by the ideals of the vision and the mission of the college, by sensitizing students and faculty on ISR. The college takes efforts to transmit values, attitudes and beliefs that will encourage students to be sensitive to social issues and become responsible citizens.

It encourages students to reach out to the community through Social Awareness Programmes, Service Learning and experiential learning.

❖ The college has taken up the following activities towards ISR:

❖ The Sexual Harassment Cell has conducted gender sensitization and women empowerment programmes.

❖ The three NSS units have organized awareness programmes on social responsibilities.

❖ The college NSS units have initiated community programmes in rural areas specifically in Palanganangudy, Pulangudy and Kattur Pappakurichy panchayats Trichy district where the College has extension projects

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	45 acres		Donated by BHEL	
Class rooms	70			
Laboratories	7			
Seminar Halls	1			
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	nil			
Value of the equipment purchased during the year (Rs. in Lakhs)	25 lakhs		RUSA	
Others				

4.2 Computerization of administration and library

❖ Annual accounts, financial statements, salaries received from the government, through administration office are all computerized.
❖ Online payment of fee for examination.

❖ Online submission of internal assessment marks is carried out.

❖ Library application software has been installed.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	23476	2059825	550	186307	24026	2246132
Reference Books	2600	20806	52	1881	2652	22687
e-Books	135000	2500	-	=	135000	2500
Journals	6	12700	-	-	6	12700
e-Journals	6000	2500	-	-	6000	2500
Digital Database	-	-	-	-	-	-
CD & Video	100	-	-	-	100	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	90	4	10	-	-	1	19	
Added	30	-	-	-	-	-	-	
Total	120	4	10	-	-	1	19	

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

> ❖ Campus WI-Fi access facilities for students and staff
>
> ❖ Internet access to staff and students in Departments.
>
> ❖ Online Fee Payment for Examinations for students.

4.6 Amount spent on maintenance in lakhs :

i) ICT

ii) Campus Infrastructure and facilities

iii) Equipments
iv) Others

Rs. 18500

Total :   Rs. 18500

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> The student members play an active role in enhancing student involvement in college activities and thus facilitate inclusive education. The student members of the IQAC interact with the student and disseminate information to the students on the various support services
>
> The student members also assist in various programmes organised in the campus.

5.2 Efforts made by the institution for tracking the progression

> Each class has a student profile in which the tutor enters the students' personal details and update details of their academic performance and curricular progress. The tutor offers academic counselling to students, help them choose elective courses, recommend for remedial coaching, if necessary, and also meets parents of their wards to update them on their progress.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1381	413	90	76

(b) No. of students outside the state

nil

(c) No. of international students

nil

Men

No	%
739	38

Women

No	%
1157	62

	Last Year					This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
6	267	8	360	3	644	5	308	16	558	2	889

Demand ratio 1:3   Dropout % 3%

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

No. of students beneficiaries | --- |

5.5 No. of students qualified in these examinations

NET | 2 | SET/SLET | 1 | GATE | | CAT | |

IAS/IPS etc | | State PSC | | UPSC | | Others | |

5.6 Details of student counselling and career guidance

> ❖   The Career Guidance Cell (CGC) provides comprehensive services in the area of training, options regarding higher studies, internships and full-time placements for both undergraduate students and post-graduates students.
>
> ❖   The Career Guidance Cell of the College secured placements for this year from three organizations. Almost 70% of the students registered have been placed on jobs

No. of students benefitted | 55 |

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
3	25	20	6

5.8 Details of gender sensitization programmes

> The College curriculum has elective courses on women's studies. The sexual Harassment Cell has organised various seminars   and workshops on Women and Identity, Empowerment of women in Higher Education, Violence against women- Vulnerabilities and Strategies, and Self defence for Women. It also has organised awareness programmes for girl students of the college.

5.9 Students Activities

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

State/ University level | nil | National level | nil | International level | nil |

No. of students participated in cultural events

State/ University level | nil | National level | nil | International level | nil |

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

Sports : State/ University level | nil | National level | nil | International level | nil |

Cultural: State/ University level | nil | National level | nil | International level | nil |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	---	---
Financial support from government	1146	44,10,608
Financial support from other sources	---	---
Number of students who received International/ National recognitions	---	---

5.11   Student organised / initiatives

Fairs   : State/ University level | nil | National level | nil | International level | nil |

Exhibition: State/ University level | nil | National level | nil | International level | nil |

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

5.13 Major grievances of students (if any) redressed: Canteen facility has been upgraded.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

The vision of our college is to empower the economically and socially backward rural students to cope with the changing trends and meet the challenges by offering quality, value-based education and to ensure their upward mobility by moulding them into self-reliant and responsible citizens with ethics and employable skills.

MISSION

The mission of the college reflects the mission of the Government i.e., to provide education to economically backward students and to empower them with knowledge and skills at an affordable cost.

To provide a congenial atmosphere for enhancing academic excellence and technical competence.

To prepare them fit in the competitive job market.

To help foster in the minds of students, ethics and virtues that would help in the holistic development of the individual.

To provide a platform to serve the society through extension activities, enhancing them to develop personality and leadership.

To promote creativity in students by enabling them to take part in extra curricular activities.

To provide confidence to the students to face challenges in competitive life.

6.2 Does the Institution has a management Information System

NO

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

6.3.1 Curriculum Development

As the College follows the Syllabus of Bharathidasan University there is little scope of internal curricular designing. However every department has its own academic calendar/module to run and complete the syllabus.

The institution focuses on multi skill development of students in order to ensure employability. Curriculum under CBCS enables the Placement Cell to conduct programmes throughout the year so as to help students acquire the necessary soft skills for employment. The Choice Based Credit System followed at present in the college facilitates horizontal movement, enabling students to make their choices. All the Skill Based Elective courses are available to students irrespective of their major subjects. This facility enables students to choose the courses of their interest for future development.

6.3.2 Teaching and Learning

Although the syllabus is framed not by the college but by the university to which it is affiliated, each department adopts some innovative processes in teaching and learning. Apart from classroom interaction, the following methods are used.

❖ The faculties of each department meet at the beginning of each academic session for term-wise allocation of syllabus assignments, contents, fix dates for the term-end tests and prepare the academic calendar/ teaching module of that session.

❖ Meaningful learning is initiated through guided teaching and guided library assignments,¬ group discussion, seminars, debates, quiz, viva, etc.

❖ Field study, Project work and dissertation work are carried out by most departments of the College.

❖ Co-operative learning is facilitated through project work, on-the-spot study, and educational forums. Peer learning is promoted within and outside the class hours.

❖ Diversity of Learners in respect of their background, ability and other personal attributes will influence the extent of their learning. The teaching-learning modalities of the institution are rendered to be relevant for the learner group. The basic hinterland of this College mainly consists of "First-Learner Group" families. The teachers employ interactive and participatory approach creating a feeling of responsibility in learning and make learning a process of construction of knowledge.

- ❖ Remedial Class, Well Stocked Library, ICT, Innovative practices and seminars aid in effective teaching.

6.3.3 Examination and Evaluation

Semester system with Continuous Internal Assessment (CIA) is followed. The Principal and the Heads of Department monitor the performance of the students by making an analysis after every internal test and external examination. The teachers make an analysis of the performance of students after every internal test and external examination in departmental meetings. If reports are not satisfactory the college calls their guardians/ parents and discusses their shortcomings.

6.3.4 Research and Development

- ❖ Teachers are kept updated about available scopes for applying for research grants.
- ❖ Space and necessary infrastructural support is provided for research work.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- ❖ To develop and update facilities in the library, ICT and infrastructure the College has adopted the following strategies:
- ❖ The physical infrastructure has been remarkably improved. Many new courses have been started.
- ❖ Latest books and journals are purchased and subscribed.
- ❖ Internet service has been made available to the students.
- ❖ Each department maintains and runs a library of its own.
- ❖ Annual budgetary allocation is made available to each departments for purchasing equipment, text and reference books each year.
- ❖ Laboratories and Library are updated, ICT based instruments and computers are purchased and used, 24 x 7 Internet, Wi-Fi, CC TV surveillance services are available in the campus.

6.3.6 Human Resource Management

The human resource of the college is managed in a free and democratic manner. Apart from that the Teachers remain available even outside the Class

either in the Library or in the Teachers' Room or in the Teacher's Computer Room for the Students' counselling. Various leaves, additional increments, evaluations through CR, study leave for faculties perusing research degrees are available.

6.3.7 Faculty and Staff recruitment

Faculty and staff are recruited transparently through TRB by the state government.

6.3.8 Industry Interaction / Collaboration

The Institute interacts with the neighbouring industries and industry experts are invited to take part in workshops and Alumni Meet every year.

6.3.9 Admission of Students

❖ As the college is a Government institution, admission of students is done as per Government norms. Admission is strictly on the basis of merit. All rules & regulation, seat reservation policy of affiliated University and Government are followed.

❖ The College gives prospectus at the time of admission to students from where students know the information about fees structure, student support, etc. Department of Commerce issues an Academic calendar.

6.4 Welfare schemes for

Teaching	Insurance, Staff Credit Co-Operative Society, Accidental Benefit Schemes, Provident Fund, Festival Advance.
Non Teaching	Insurance, Staff Credit Co-Operative Society, Accidental Benefit Schemes, Staff Welfare Fund, Provident Fund, EPF, Festival Advance.
Students	Free Studentship, Government Scholarships, Students Endowment Scheme, Award, Prize.

6.5 Total corpus fund generated

Rs.15846/-

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	NO	---	NO	---
Administrative	NO	---	NO	---

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

For UG Programmes   Yes [　]   No [√]

For PG Programmes   Yes [　]   No [√]

Bharathidasan University holds and declares results of courses. Hence the college has no control over the date of publication of results.

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

College has no control over the Examination Reforms.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

The university provides all the necessary support to the college.

6.11 Activities and support from the Alumni Association

❖ Interaction with past and present students, sharing of knowledge, experience, suggestions, etc are carried out.

❖ Steps are initiated to make them fully functional.

6.12 Activities and support from the Parent – Teacher Association

Parent-Teacher Meetings help to communicate to parents the areas their children are excelling in and the academic progress their children have made. Every department holds regular meetings with Parents, to provide them feedback about the progress and drawback of their wards. Regular feedback is taken from them as well their assessment is taken into account for teaching and evaluation purpose.

6.13 Development programmes for support staff

Activities to support staff training, Yoga, Readers Club etc.

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

- ❖ Campus declared no tobacco zone.

- ❖ Regular testing of drinking water and quality of canteen food by the College Authority.

- ❖ Approach roads are lined with trees and shrubs.

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.

> Many computers and Xerox machines were purchased. Sometimes teachers also use power point presentation. Women grievance Cell is being operated. Gender sensitization was organized. Reading club was inaugurated on 22.02.2016 to create a positive impact on reading habits of students. Add-on courses for skill development were conducted..

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

> - ❖ The decisions taken up in the meeting of the IQAC regarding teaching and learning are put to practice as usual.
> - ❖ IQAC planned the objectives for current year and its progress was monitored through all concerned persons. In its meetings the progress is discussed and correction are done appropriately whenever it is required.
> - ❖ Remedial classes are conducted to help the slow learners improve their academic performance.
> - ❖ Reading Club has been inaugurated to inculcate reading habit amid the students.

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

The ward System:

The ward System has been followed to monitor students' progression in academics, to help students deal with issues related to life on campus and to give guidance related to their personal issues.

Every class is assigned a tutor-in-charge. A student profile with students' details have been designed by the College to keep track of the student's details and their growth and development on campus. If the tutor feels that a ward requires additional help, he/she is recommended for remedial coaching. The tutor also guides students on matters relating to higher education and careers.

The tutor also identifies students who need financial assistance and direct them to the appropriate authority for availing fee concessions, scholarships, and other assistance. The ward system enables students and teachers to establish a student friendly environment in the campus.

Reading Club:

A Reading Club has been inaugurated this year on the guidance of the External Expert of the IQAC with a view to inculcate reading habit amid the students. A separate section of the General Library has been assigned to the Reading Club and a set of books has been kept in the Library for the exclusive use of the members of the Reading Club. Reading, if continued for a period of time , would improve the language skills which is much needed in the job market. Thus Reading Club would help in enhancing the skills of the students.

7.4 Contribution to environmental awareness / protection

- ❖ To generate environmental awareness among the students, the institute fully utilises the classes on environmental studies included in our syllabi.
- ❖ NSS Units try to create awareness of environmental hazards and of the urgent need to keep the environment clean green and pollution free.
- ❖ The NSS volunteers regularly lead campaigns to prevent use of polythene products in the college campus.
- ❖ The campus is declared Tobacco-free-zone.

7.5 Whether environmental audit was conducted?   Yes [ ]   No [√]

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

> **Strength**
>
> As the college is rural based and many students are first generation learners, the relationship between the students and the teachers is very informal and integrated.
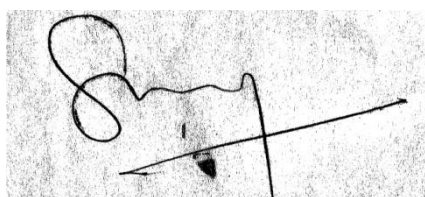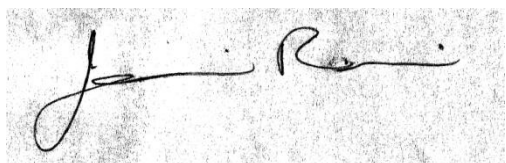>
> **Weakness**
>
> - As the college is rural based crème of students do not prefer to join here.
> - The harvest months hamper the students' class attendance, as they have to work in their fields.
> - Limited number of students participation in career guidance programmes .
> - Campus placement for under graduates are minimized due to less skills.
> - Lack of awareness among students on opportunities for better employment and higher education.

8. Plans of institution for next year

❖ In the next year the institution will try its best to further academic excellence.
❖ IQAC will try to register the alumni association.
❖ To provide students the benefit of the e-journal store, N-LIST through wi-fi.
❖ To publish peer-reviewed journal, departmentwise.
❖ To initiate training to students for the job-market in collaboration with some training institute.
❖ To conduct an orientation programme for teachers
❖ To cater to the needs of slow learners through remedial classes.
❖ To conduct an academic audit of departments.
❖ To augment infrastructural facilities.
❖ To update the college website with a new format

Name Dr.S.S. Jansi Rani_____   *Name* Dr.R.Thiyagarajan _____

_____   _____

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

_____***_____

Annexure I

An Analysis of the Feedback from Alumini

The Alumini quite willingly shared their feedback on the institution and academics. They feel that the admission procedure followed in our college is very good and the fees structure is also good. While the environment in our college is felt to be good, the infrastructure and lab facilities are not so good. The Alumini think that the faculty is very good and the project guidance is felt to be good. The support materials provided in the classes are not so good, but the training and the placement aid given is considered very good. Many of the Alumini think that the college library is good and the canteen facility is satisfactory. In general, the Alumini feel good about the college. But they are quite disappointed with the Alumini Association and the network of old friends. Yet, the overall rating of the college is good.

Annexure II

An Analysis of the Feedback from Students

The students of our college enthusiastically gave their feedback on the Course and the Staff. They feel that in general the Staff members are good in communication skill and regularity and punctuality. They are quite satisfied about the teachers' thinking ability and conceptual clarity. In general, the teachers' overall performance is considered to be excellent. The students think that the syllabus is adequate and the course includes enough number of assignments. Most of the students have a friendly relationship with their teachers, yet they are a bit upset by the short temper and tension of some of the Staff members. On the whole, the students' feedback is positive and they are quite satisfied about the Course and the Staff.