The Annual Quality Assurance Report (AQAR) of the IQAC
(July 1, 2015 to June 30, 2016*)*

Part – A

1. Details of the Institution

1.1 Name of the Institution

> Kongunadu Arts and Science College

1.2 Address Line 1

> G.N.Mills (PO)

Address Line 2

> -

City/Town

> Coimbatore

State

> Tamil Nadu

Pin Code

> 641 029

Institution e-mail address

> info@kongunaducollege.ac.in

Contact Nos.

> 0422-2642095, 0422-2647633

Name of the Head of the Institution:

> Dr.T.Muraleeswari

Tel. No. with STD Code:

> 0422-2647633

Mobile:

> 9842644360

Name of the IQAC Co-ordinator:

Dr. S. Krishnakumari

Mobile:

9942668270

IQAC e-mail address:

iqac@kongunaducollege.ac.in

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

TNCOGN 10122

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(SC)/03/RAR/78

1.5 Website address:

www.kongunaducollege.ac.in

Web-link of the AQAR:

http://www.kongunaducollege.ac.in/docs/aqar

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	4 Star		2001	
2	2nd Cycle	A	3.80	2009	5 Years
3	3rd Cycle	A	3.64	2014	5 Years

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

18/12/2004

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

2015-2016

1.9 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)*

   i. AQAR *2009-10 submitted to NAAC on* 20/10/2010
   ii. AQAR *2010-11 submitted to NAAC on* 02/11/2011
  iii. AQAR *2011-12 submitted to NAAC on* 29/09/2012
  iv. AQAR *2012-13 submitted to NAAC on* 26/09/2013
   v. AQAR *2013-14 submitted to NAAC on* 24/10/2014
  vi. AQAR *2014-15 submitted to NAAC on* 30/10/2015

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 [ ]

(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-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 *(for the Colleges)*   [Bharathiar University   TamilNadu]

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 ☑ ✓

DBT 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 | 9

2.2 No. of Administrative/Technical staff | 5

2.3 No. of students | 1

2.4 No. of Management representatives | 1

2.5 No. of Alumni | 1

2. 6 No. of any other stakeholder and

community representatives | 4

2.7 No. of Employers/ Industrialists | 1

2.8 No. of other External Experts | 1

2.9 Total No. of members | 23

2.10 No. of IQAC meetings held   4

2.11 No. of meetings with various stakeholders: No. | 7   Faculty | 2

Non-Teaching Staff Students | 4   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)

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

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

   (ii) Themes

   > Faculty Development Programme-
   >
   > "Dynamics of Effective Class Room Teaching".
   >
   > " Enhancing teaching Quality using Teams"
   >
   > " Emotional Teaching"

2.14 Significant Activities and contributions made by IQAC

- To conduct Academic Audit, a committee has been constituted, comprising of the Principal, the IQAC Co-ordinator, and the Dean for Unaided courses, the Controller of Examinations, the Office Superindents (Aided & Unaided) and experts from Universities & other higher education institutions.. The Academic Audit was conducted on 30.07.2016.

- IQAC motivated the Research Departments to publish Research Papers in International (214) & National (22) journals.

- Due to the encouragement given to the research departments, 4 International , 21 National and 49 State level seminars/Conferences / Workshops were organised.

- Students feed back on Teachers was collected at the end of each semester, and follow up actions were taken.

- IQAC – News letter published once in 6 months.

- College has been publishing 2 Biannual Journals, one in Science and other in Management.

- IQAC-encouraged the faculty to submit proposals to various funding agencies for projects and for conducting Seminars/Conferences/Workshops.

- **Best Citizen of India Outstanding faculty award** - Department of Zoology.

- Dr. S. Binukumari & Dr. P. Kathireswari from Zoology department received University research awardee from University Grant Commission, New Delhi.

- 14 ongoing Minor research project from UGC, New Delhi by Tamil, Zoology, Chemistry, Biotechnology & Commerce Department.

- One Major ongoing research project from TNSCST, TamilNadu – Department of Biochemistry.

- 4 Major ongoing research project from UGC, New Delhi - Department of Botany, Biochemistry,BT

- Ongoing one major research project from DST SERB, New Delhi - Department of Biotechnology.

- Received One major research project from DST SERB (Science & Engineering Research Board), New Delhi by Biochemistry department.

- 1 Ongoing major research project from Inter University Accelerator Centre, New Delhi by Physics department.

- 1 Ongoing major research project from UGC - DAE Consortium for Scientific Research, Indore by Physics department.

- Received PWD – WRD, Tamil Nadu sanctioned major research project Rs. 50,000/- Zoology Department.

- One Rank holder scholarship from UGC by Zoology department.

- One Rajiv Gandhi Single Girl child scholarship from UGC - Department of Zoology.

- ICMR fellowship from ICMR, New Delhi by Biochemistry department.

- Maulana Azad National fellowship from UGC, New Delhi by Biochemistry department.

- DST – Research fellowship, New Delhi by Biochemistry & Biotechnology department.

- 2 Adhi Dravida scholarship from Government of Tamil Nadu by Zoology department.

- Received 2 Rajiv Gandhi National fellowship from UGC, New Delhi by Zoology & Botany.

- One Inter University accelerator centre fellowship, New Delhi by Physics department.

- One UGC – DAE consortium for scientific research fellowship, Indore – Department of Physics.

- One of our faculty from Botany department published more than 200 papers in reputed journals.

- Tamil department published International conference proceedings as 4 volumes of Books with 2200 pages. (Two thousand two hundred pages).

- Tamil department conducted Two International conference with Malaya University on Elements of Arts & Human values in Tamil.

- Tamil department published 3 Books and they received "Arivial Tamil mani" Award from Rotary Club. " Senthamil Vendar" Award for Book publication.

- English department published 4 Books.

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
To receive more projects	Received 3 major research projects to a tune of Rs. 42,75,625/-. (DST – SERB)
To organize more seminars / conferences	4 International, 21 National and 49 State level Conferences/Seminars/Workshops were organized
To conduct more extension activities and Training programmes	Sponsored by UGC – College with Potential for Excellence & DBT Star college, New Delhi. Department of Botany, Zoology, Physics, Biochemistry, Biotechnology & Commerce department conducted extension activities & Training programme sponsored by Indian Science Congress Association.
To motivate Inter departmental activities and collaboration activities with neighbouring colleges and University.	Life Science department conducted workshops, training program for the faculty members & students. Zoology, Botany & Biochemistry department collaboration work with TNAU.
To encourage the faculty members publish more books.	Tamil, English, Biotechnology, Botany, Biochemistry & Zoology department published Books & Laboratory manuals.
To increase the enrolment of the students in science group.	With support of UGC – CPE fund & DBT star college fund we strengthened the core instrumentation resources by procuring new equipments & upgrading of existing facilities which facilitated the mass attraction of the students & there by student strength is increased.
To introduce research in Library Science	Introduced MPhil & PhD programme in Library Science.
To encourage the students participation in National, International Sports activities.	Body Building – Gold Medal. Power Lifting – International level 1st place.
To motivate the NCC students to attend various campus	3 cadets attended RDC camp held at New Delhi from 6 – 18th October 2015.
To participate NCC girls students in Sports Camp.	NCC girl students participated University, State & National level camps.
To publish biannual research journals for Science & Management	Published two journals 1. Kongunadu research journal (ISSN No. – 2349-2694)-Biannual 2. Kongunadu Journal for Management (ISSN No. – 2321 – 9823) - Biannual

   * *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 Management approved the plan of action and gave the consent to
> implement.

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	12	1	9	-
PG	14	0	10	7
UG	23	1	16	9
PG Diploma	1	0	1	-
Advanced Diploma	0	0	0	-
Diploma	4	0	4	-
Certificate	3	0	3	-
Others	11	-	6	-
Total	68	2	49	16

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

Semester   Trimester   38   Numl

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

   Mode of feedback   :   Online [ ] Manual [✓] 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.

- Introduced "Children's Literature" as an elective paper.

- Language Lab is made compulsory for UG students.

- Green studies is introduced for IMA students.   – Department of English

- New poetries, short stories, Novel & Essay's with updated theme was introduced.

- "Writers meet" is organised for all new stories, poetries & novel with under graduate students which involves discussion along with the writer that will facilitate great exposure to the students.   .

                                                 – Department of Tamil

- Curriculum has been designed in such a way that students can be placed appropriately in reputed companies & also to take up higher studies in advanced areas of plant science.

                                                 – Department of Botany

- Application Oriented & Job oriented courses are introduced for better Job opportunities & higher studies.

                                                 – Department of Zoology

- Biochemistry practical syllabus have been modified for eg. Separation of DNA, Isolation of DNA, Restriction digestion of DNA.

                                                 – Department of Biochemistry

- Computer Science department introduced "Cloud Computing" as an elective paper.

                                                 – Department of Computer Science

- Biotechnology department introduced laboratory manual for genetic engineering.

- EDC course will be introduced for interdisciplinary UG students – Zoology, Botany, Biochemistry & Biotechnology.

- The Commerce(UG) introduced "Human Resource Management" as an elective paper.

- Computer Applications – curriculum is designed to suit the current affairs of IT & syllabus updated according to software requirements.

- Logical & Analytical reasoning are taught to students.

- Commerce with Computer Application department revamped the papers Corporate Account, Information Technology & Management account.

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

BCom PA.   BCom PA is started due to the high demand prevailing for the course in commerce filed. The students who aspire to emerges professional auditors are willing to choose this course. Simultaneously, it helps to start their preparation by attending CPT & CMA Foundation examination.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
169	127	42	-	-

2.2 No. of permanent faculty with Ph.D.

84

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
26	21	-	-	-	-	-	-	26	21

2.4 No. of Guest and Visiting faculty and Temporary faculty | - | - | - |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	15	128	113
Presented papers	3	29	2
Resource Persons	7	13	27

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

- Power point presentation, Virtual lab, Smart class room teaching and Language Lab
- ICT enabled teaching –learning process adopted
- Group Discussion
- Conducting Quiz
- Science Exhibition
- Constructing models
- Internship training
- Industrial visit
- Group Projects
- Summer Training
- Inter Departmental activities
- Inter College / University activities
- Giving seminar to the students

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

180

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

- Examination Cell is *fully computerized* with Optical Mark Reader and Bar coding facility *(OMR)*.
- *On-line* Examinations for Core and other subjects are conducted for which Fibre Optic communication has been introduced.
- *Question Banks* are prepared subjectwise, which are used for preparing the question papers.
- *Dummy number* system is followed for evaluation to maintain the secrecy.
- During End-of-Semester Examinations, the invigilation work is carried out by both *Internal* and *External* invigilators.
- Answer scripts of the students are evaluated by both External and Internal examiners.
- *Digital Mark Entry System* has been introduced to receive the internal marks from the departments to make the system error free.

Students Friendly Scheme:

- Orientation Programme related to autonomous examination is conducted for ***students and faculty***.

- ***Transparency in the evaluation system*** has been introduced by providing ***photocopies*** of the valued answer scripts of End-of-Semester Examinations. After valuation of ***CIA exam.*** Papers are provided to the students and marks of the students are displayed in the notice board.

- *Appearance* for ***improvement*** is allowed for paper(s), when a student has appeared and passed in the immediate previous semester.

- ***Supplementary examinations*** are conducted along with the regular examinations.

- ***Special supplementary examinations*** are conducted for those candidates who have failed only in the final semester theory and practical papers. It helps the students to join higher studies or any job without the loss of academic year.

- ***Special examinations*** are conducted for those candidates who have failed to attend the regular examinations as they have participated in special events on behalf of our college during Examination days.

2.9   No. of faculty members involved in curriculum
restructuring/revision/syllabus development
as member of Board of Study/Faculty/Curriculum Development

172	-	-

2.10 Average percentage of attendance of students

88%

2.11 Course/Programme wise distribution of pass percentage :

Sl. No.	AIDED UG COURSES	Total no. of students appeared	Division					PASS %
			Exemplary	Distinction	I	II	III	
1.	B.A. English Literature	58	0	5	35	15	2	98.28
2.	B.Sc. Mathematics	57	1	25	27	1	0	94.74
3.	B.Sc. Physics	38	1	13	14	4	0	84.21
4.	B.Sc. Chemistry	46	1	15	22	1	0	84.78
5.	B.Sc. Botany	34	1	6	15	7	0	85.29
6.	B.Sc. Zoology	37	2	13	15	2	0	86.49
7.	B.Sc. Biochemistry	45	2	16	15	10	0	95.56
8.	B.Sc. Computer Science	54	0	9	33	11	1	100.00

Sl. No.	UNAIDED UG COURSES	Total no. of students appeared	Division					PASS %
			Exemplary	Distinction	I	II	III	
9.	BA English	30	0	0	16	10	2	93.33
10.	B.Sc. Mathematics	31	0	8	12	6	0	83.87
11.	B.SC. Biotechnology	36	0	8	18	9	0	97.22
12.	B.Sc. Computer Science	53	0	5	21	17	3	86.79
13.	BCA	43	0	3	22	12	2	90.70
14.	BCA (Additional)	43	0	7	10	20	4	95.35
15.	B.Sc. Computer Technology	43	0	5	19	14	1	90.70
16.	B.Sc. Information Technology	54	0	6	22	20	5	98.15
17.	B.Com	49	0	7	19	20	1	95.92
18.	B.Com(Additional)	38	0	3	18	12	0	86.84
19.	B.Com CA	55	0	1	27	17	7	94.55
20.	B.Com CA Additional	55	0	3	30	15	4	94.55
21.	BBA CA	46	0	0	14	23	0	80.43
22.	BSC Costume Design & Fashion	23	3	10	9	0	0	95.65
	Total & Average %	**968**	**11**	**168**	**433**	**246**	**32**	**91.94**

Sl. No.	AIDED PG COURSES	Total no. of students appeared	Division					PASS %
			Exemplary	Distinction	I	II	III	
1.	M.Sc. Mathematics	39	0	23	15	0	0	97.44
2.	M.Sc. Physics	36	0	9	18	0	0	75.00
3.	M.Sc. Botany	19	0	15	4	0	0	100.00
4.	M.Sc. Zoology							

Sl. No.	UNAIDED PG COURSES	Total no. of students appeared	Division					PASS %
			Exemplary	Distinction	I	II	III	
5.	M.A. English	45	0	3	36	6	0	100.00
6.	M.Sc. Chemistry	28	0	7	14	0	0	75.00
7.	M.Sc. Computer Science	18	1	8	9	0	0	100.00
8.	M.Sc. Computer Technology	9	0	3	6	0	0	100.00
9.	M.Com	44	0	10	29	2	0	93.18
10.	MIB	16	0	1	15	0	0	100.00
Total & Average %		**267**	**2**	**89**	**148**	**8**	**0**	**92.51**

OVERALL RESULT -May 2016

Sl. No.	Courses	Total no. of students appeared	Passed with Class					Total Pass	% PASS
			Exemplary	Distinction	I	II	III		
1.	UG	968	11	168	433	246	32	890	91.94
2.	PG	267	2	89	148	8	0	247	92.51
Overall Result		**1235**	**13**	**257**	**581**	**254**	**32**	**1137**	**92.06**

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

- Faculty Development Programme are conducted for the faculty members to enhance their planning & teaching quality.

- Faculty members are permitted to attend & present papers in State, National & International level seminar, symposia, workshop & training.

- Members ate encouraged to organise National & International conference & workshop.

- Every year we conduct Board of Studies & the syllabi are revamped depending upon the current scenario & for the next year we are introducing Extra departmental course.

- Inter departmental & Inter collegiate activities are organised which promote creativity, originality, analytical thinking – co-operativity.

- Suggestions given by the stakeholders are processed ,recommended and submitted to the statutory bodies for further action.

- Feed back from students on curriculum, teaching, learning & evaluation are collected twice in a year, evaluated and considered for further improvement.

- All academic & research activities of various departments are regularly monitored and recorded by IQAC.

- Through continuos internal assessments students are evaluated & necessary extra coaching classes are given to them.

- Students attendance are put upon the notice board every month & the students with poor attendance are informed to their parents.

- Academic audit reports are acted upon for further development.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	3
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	4
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	89
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	118	7	17	-
Technical Staff	36	11	3	-

Criterion – III

3. Research, Consultancy and Extension

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

- Research committee meets regularly
- Research forum meets twice in a month
- Incentives for best performers in research (paper publications, projects, conduct of seminar/conference/workshop and best research department)
- Seed money for principal investigators
- Scholarships for research scholars
- 5 PhDs and 43 MPhils were produced.
- MOU with other universities
- Encouraging the faculty to qualify for doctoral & PDF degree.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	6	---	---
Outlay in Rs. Lakhs	35,05,800	1,03,09,695	---	---

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	6	6	---	---
Outlay in Rs. Lakhs	17,90,000	9,30,000	---	---

3.4   Details on research publications

	International	National	Others
Peer Review Journals	214	22	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	41	15	-

3.5 Details on Impact factor of publications:

Range   0.12 – 6.391   Average   2.15   h-index   244   Nos. in SCOPUS   214

Average   9.7   Average   11.25

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	2 yrs	TNSCST	4,15,000	2,07,500
Minor Projects	2 yrs	UGC	37,40,000	7,22,000
Major projects	3 yrs	DST-SERB	21,00,000	3,50,000
Major projects	3 yrs	UGC	14,05,800	3,87,441
Major projects	3 yrs	DST-SERB	22,60,000	12,50,000
RajivGandhi single girl child scholrship	2 yrs	UGC	1,92,000	1,92,000
Maulana Azad National Fellowship	5 yrs	UGC	2,28,000	2,28,000
RajivGandhi National Fellowship	2 yrs	UGC	3,00,000	3,00,000
RajivGandhi National Fellowship	2 yrs	UGC	9,36,000	9,36,000
PWD – WRD	2 yrs	TN	5,00,000	2,96,000
Indian Council of Medical Research	-	ICMR	2,27,800	2,27,800
CSIR Fellowship Grant	-	CSIR	1,26,400	1,26,400
CSIR /IC/CRS-97/2014-15/602	-	CSIR	1,13,747	1,13,747
IUAC/XIII.7/UFR-57306 PROJECT A/C	-	-	1,01,267	1,01,267
STAR College Scheme III Inst	-		8,44,366	8,44,366
CPE II Instalment	-	UGC	60,000,00	60,000,00
Students research projects	2 yrs	Adidravidar Welfare	50,000	50,000
Students research projects	2 yrs	Adidravidar Welfare	50,000	50,000
Total			1,95,90,380	1,23,82,521

3.7 No. of books published   i) With ISBN No.   10   Chapters in Edited Books   -

ii) Without ISBN No.   3

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) DST-FIST

3.10 Revenue generated through consultancy   Rs. 29,950/-

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	4	21	20	-	29
Sponsoring agencies	-	Aruchami Research Foundation. KASC UGC, New Delhi DST, TNSCST	TNSCST	UGC	DBT-Star College

3.12 No. of faculty served as experts, chairpersons or resource persons   60

3.13 No. of collaborations   International 3   National -   Any other 1

3.14 No. of linkages created during this year   -

3.15 Total budget for research for current year in lakhs :

From Funding agency   1,02,86,798   From Management of University/College   5,97,961/-

Total   1,08,84,759/-

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	1
	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
-	-	2	2	-	-	-

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

53

40

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

12

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

JRF [1]   SRF [1]   Project Fellows [4]   Any other [1]

3.21 No. of students Participated in NSS events:

University level [6]	State level [8]
National level [1]	International level [-]

3.22 No. of students participated in NCC events:

University level [-]	State level [23]
National level [11]	International level [-]

3.23 No. of Awards won in NSS:

University level [-]	State level [1]
National level [-]	International level [-]

3.24 No. of Awards won in NCC:

University level [-]	State level [2]
National level [1]	International level [-]

3.25 No. of Extension activities organized

University forum [3]	College forum [13]
NCC [4]	NSS [21] Any other [2]

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

- Anti tobacco rally
- Save water rally
- Blood donation camps (170 Units)
- Aids awareness rally
- King Kids Orphanage visit
- Swachh Bharat – cleaning work
- Census work at Vadamadurai
- 100% vote TamilNadu Legislative Assembly 2016 Election
- Solid waste management campaign in the adopted village, Dhanalakshipuram
- 5TN Girls BN NCC Cadets of our college has organised an awareness rally on dengue fever & Anti Obesity.
- 5TN Girls BN NCC Cadets of our college has organised NCC day celebration.
- Rally on World Ozone Day 16.09.2016 from our college campus to SM Palayam with 350 YRC volunteers.
- Clean India Campaign (Swatch Bharath) on 26.09.2015 upto Urumandampalayam 200 YRC volunteers participated.
- Identification and Detection of early deafness & prevention of future Dumbness camp & field work in Periyanaickenpalyam Block (50 villages) from 24.01.2016 to 02.02.2016 along with 150 YRC volunteers.
- Eye camp with the Eye Foundation, Coimbatore at our college premises on 6.2.2016. 1200 students & staff members were benefited.
- Award received for "Best YRC Unit among the Bharathiar University" on 28.03.2016 given by Indian Red Cross Society, TamilNadu.

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	5.47 Acres	-	-	5.47 Acres
Class rooms	112	-	-	112
Laboratories	27	-	-	27
Seminar Halls	3	-	-	3
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	295	20	UGC	315
Value of the equipment purchased during the year (Rs. in Lakhs)	5,13,76,394	53,30,991	DST FIST, UGC, and Fees	5,67,07,385
Others	-	-	Semester fees collection	-

4.2 Computerization of administration and library

> - The library and Information Centre is fully computerized and barcoded. Most advanced RFID technology is started.
>
> - Health Information Awareness system is introduced.
>
> - The library & ic is functioning under open access system. It is functioning from 8.00 a.m to 6.00 p.m including vacation & Saturdays.
>
> - Separate mini theatre with LED TV, 340 TV channels, Smart Board, more than 5000 CD/DVDs, , OPAC(online public access catalogue), Digital library facilities are also available.

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	22,251	48,20,456	974	2,42,092	23,225	50,62,548
Reference Books	51,919	1,12,47,732	1,810	4,49,597	53,729	1,16,97,329
e-Books	1,00,000	10,00,000	1,00,000	10,00,000	1,00,000	10,00,000
Journals	325	3,00,000	325	3,00,000	325	3,00,000
e-Journals	10,000	1,15,000	10,000	1,15,000	10,000	1,15,000
Digital Database	3	1,10,000	3	1,10,000	3	1,10,000
CD & Video	5,065	7,59,750	164	32,681	5,229	7,92,431
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres System nos.	Office	Depart-ments	Others
Existing	690	8	690	15	514	48	105	23
Added	50	-	40	-	30	10	10	-
Total	740	8	730	15	544	58	115	23

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

Internet access facility is provided to all teachers and students at free of cost.

Students and Scholars are encouraged to make use of computers for Power point presentation of their seminars and Projects.

4.6 Amount spent on maintenance in lakhs :

i) ICT

11,73,855/-

ii) Campus Infrastructure and facilities

18,27,335/-

iii) Equipments

12,96,710/-

iv) Others

-

Total :

42,97,900/-

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Admission counselling
- Orientation Programme at the beginning of the year by the library, Examination & Placement Cell
- Tutor ward monitoring system
- Soft Skill development
- Communication skill development
- Academic counselling
  - ✓ Research Guidance
  - ✓ Creating opportunities for higher studies
- Self Development Programmes - ICWAI, ACS,
- Guest lectures, Seminars, Workshop, Training Program etc.
- Scholarship facilities regarding meritorious, economically backward class etc.
- Enrolment in NSS, NCC, Sports & YRC.

5.2 Efforts made by the institution for tracking the progression

- By appointing separate co-ordinator for IQAC, Staff Welfare & Grievance Redressal Committee, Student Welfare & Grievance Redressal Committee, Research Committee, Star College Scheme Committee, CIA Examinations Committee, Examination Committee, Library Committee, Sports Committee, Kongunadu News Letter & Magazine Committee, Calender Committee, College Website Committee, Disciplinary Committee, Ragging Curb Committee, Women Empowerment Cell, Student Welfare & Counselling Centre, Women Welfare & Counselling Committee, Entrepreneurship Development Cell & Skill Development Cell, Cultural Club, Music Club, Health & Fitness Club, Yoga & Meditation, Human Resource Development Cell, Placement Cell, Consumer Club, Vivekanandar Study Circle, Tamilzhar Tharkappu Kalai Mandram, Alumni Association, Medical Center, Civil Service Examination Coaching Classes, Professional Course (ICWAI, ACS, ACA) coaching class each committee for monitoring the progress of the activities.

- Board of Studies, Academic Council and External Academic Audit are regularly conducted and monitored by IQAC.

- Add-on courses help the students to get employment opportunities

- The Placement cell regularly conducts Orientation Programmes and arranges campus interviews for the students, those who are interested.

- All departments maintain registers for recording the progress of the students & the progress report of CIA I & II along with the attendance are regularly sent to their parents.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3167	563	162	-

(b) No. of students outside the state

164

(c) No. of international students

-

Men

No	%
1483	40

Women

No	%
2243	60

General				Physically Challenged	Total
432	401	23	2690	5	3551
421	402	23	2873	7	3726

Demand ratio - 1.05   Dropout % - 4%

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 -   SET/SLET -   GATE -   CAT -

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

5.6 Details of student counselling and career guidance

- We conduct Orientation, Counselling, Mock Interviews, Trainings and Seminars for enriching students knowledge and skills to get employment.

- Students Welfare and Counselling Centre conducts many Counselling programmes for students by inviting experts from different areas. Weaker sections of students in studies and who show different behavioural attitude will be given special counselling.

- To conduct the Religious functions like Pongal, Onam, Christmas, Ramzan and Hebba among the students to develop the religious integration.

No. of students benefitted

602

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
15	602	483	119

5.8 Details of gender sensitization programmes

- Debate was conducted on 11.09.2015 by the Women Empowerment Cell to commemorate the poet Bharathiar & topic for the debate was "Bharathiyin Padalgalil Vinji Nirapathu Penn Suthanthirama ? Desha Suthanthirama. The progam was jointly organised with Lions Club, Mrs. Maheswari Satguru, Director, "Sort & Solve", a self development consultant acted as a judge.

- International Women's Day was celebrated on 08.03.2016 Mrs. Johanna Dorairaj & Dr. Sujatha Samuel, MD, were the chief guests who delivered lecture on "Issues faced by the girl students" & process of Abortion & Adoption respectively. The NGO organisation "Life for all" along with our college Women Empowerment Cell organised this program.

5.9 Students Activities

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

State/ University level | 187 | National level | - | International level | 1 |

No. of students participated in cultural events

State/ University level | 40 | National level | - | International level | - |

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

Sports : State/ University level | 34 | National level | - | International level | 1 |

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

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	1,50,000/-
Financial support from government	976	35,94,555/-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	120	-

5.11   Student organised / initiatives

Fairs   : State/ University level | 1 | National level | - | International level | - |

Exhibition: State/ University level | 1 | National level | - | International level | - |

5.12   No. of social initiatives undertaken by the students | 22 |

5.13 Major grievances of students (if any) redressed:

    Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision of the College
Developing the total personality of every student in a holistic way by adhering to the principles of *Swami Vivekananda* and *Mahatma Gandhi.*
Mission of the College
- Imparting holistic and man-making education with emphasis on character, culture and values – moral and ethical.
- Designing the curriculum and other courses that transform its students into value added skilled human resources.
- Constantly updating academic and management practices towards total quality management and promotion of quality in all spheres.
- Extending the best student support services by making them comprehensive and by evolving a curriculum relevant to student community and society at large.
- Taking steps to make education affordable and accessible by extending scholarships to the meritorious and economically disadvantaged students.
- Moulding the teachers in such a way that they become the role models in promoting Higher Education.

6.2 Does the Institution has a Management Information System

- **Administrative procedures including finance**
  Tally, Payroll, Fees & Provident Fund for administrative and financial procedures.
- **Student Admission**
  All admissions into the college are made as per the guidelines of Bharathiar University and Government of Tamil Nadu by constituting a separate selection committee headed by the Principal.
- **Student Records**

  Details of students related to personal and academic are registered in the database. Student's records are maintained by ERP system.

- **Evaluation and Examination procedures**
  External and internal evaluation methods are followed for both end semester and continuous internal assessment examinations. Evaluation and examination procedures are followed by ERP system. The end of semester examination results are published through the college website.
- **Research Administration**
  For research administration, the Dean coordinating all the research programmes.

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

6.3.1   Curriculum Development

- Organised Faculty Development Program by inviting various speakers to our college.

- Introduced internship training program to the students which enables to acquire skill that facilitate for their job opportunities or higher studies.

- Group projects are included which pave the way for team work & gain creation & innovation knowledge.

- Based on the feed back from all stakeholders of higher education namely the students, parents, teachers, management, alumni, academic peers & depending up on the current needs of Industry, corporate sector & society at large & by referring the various university calendars containing the curriculum , the syllabi have been updated.

- The management encourages the faculty to attend the Orientation courses, Refresher courses, Workshops & training program conducted by University regarding curriculum developments.

- Choice Based Credit System (CBCS) is followed to acquire skills depending up on their interest which will create self employment.

- Skill based Elective courses are available to choose the courses of their interest to the future carrieer.

6.3.2   Teaching and Learning

- Lecture method is generally followed in all the courses. Motivated to attend intercollegiate competitions & Science exhibitions.
  - Chalk & talk method
  - Lab classes
  - Animations, power point presentations
  - Group discussion
  - Conducting Quiz
  - Guided library learning
  - Encouraged to attend seminars/ conferences/symposium/Quiz competition
  - Encouraged to attend workshops / training programme
  - Taken to industrial visit
  - Internship Programme

The learning is made *student-centric* by focusing on learner-centered pedagogy rather than teacher-centered. *Self-learning*, *seminars, assignments*, *field trips, case studies, Group discussion*, *institutional training, practical and project works* are some of the participatory learning activities adopted by the institution. Further, a variety of Certificate and Diploma courses, Job Oriented Courses, Career Oriented Programme and Advanced Learner Courses contribute much to the knowledge development and skill formation.

6.3.3. Examination and Evaluation

- Continuous internal assessment is followed through internal examinations, assignment, seminar and attendance.

- Question papers are prepared by External examiners.

- Scrutiny committee is framed by appointing only external examiners to scrutinize the question papers and keys sent by the question setter.

- Centralized examinations and evaluation process are followed for End of Semester Examinations.

- Dummy number system is followed for evaluation.

- Answer scripts are evaluated by both internal and external examiners.

- Transparency in the evaluation system is followed by providing photocopies of the valued answer scripts of End of Semester Examinations.

6.3.4 Research and Development

- The **Research Committee** headed by the *Dean for Research and Development*, which comprises all Heads of Research Departments and Research Co-ordinators.
- The Research core committee during its periodical meetings, and discusses all matters related to the requirements regarding research.
- **Research forum** comprises office bearers to motivate the scholars to present their research findings to discuss on upto date research and share their knowledge. It encourages them by giving meritorious certificates and cash incentives.
- *Cash incentives* are given to *research guides* for publishing papers in international journals, citations, organizing Seminars, Conferences and Workshops.
- *Best Ph.D and M.Phil Scholar Award* is given to the PhD and MPhil research scholar for his/her outstanding research activity during the period of study.
- Management provides *scholarships* to the *Research Scholars* who are under below poverty line.
- Dr. M. Aruchami Research Foundation encourages the students and scholars by providing incentives for best performers in research. The foundation also encourages the faculty members by providing financial assistance for organising Seminars/Conferences/ Workshops etc.
- English department is guiding 25 MPhils & 49 Phds.
- Department of Tamil received 4 minor research project from UGC, New Delhi (2014 – 2016).

6.3.4 Research and Development

- Department of Physics received fund from Interuniversity Accelerator Centre – New Delhi (2015 – 2018) and from UGC – DAE, CSIR, Indore.

- Department of Chemistry received 6 Minor projects from University Grants Commission, New Delhi (2014 – 2016).

- Department of Botany received one major research project from UGC, New Delhi (2013 – 2016).

- Department of Botany received one Rajiv Gandhi National Fellowship, UGC, New Delhi

- Department of Zoology received one minor research project from UGC, New Delhi (2015 – 2016).

- Department of Zoology received 2 UGC Research awardee, UGC, New Delhi

- Department of Zoology received One Rank holder scholarship from UGC, New Delhi (2014 – 2016)

- Department of Zoology received One Rajiv Gandhi single girl child scholarship by UGC , New Delhi (2014-2016).

- Department of Zoology received One Rajiv Gandhi National Fellowship, UGC, New Delhi.

- Department of Zoology received 3 research scholarship from Government of TamilNadu.

- Department of Zoology received PWD Project, TamilNadu.

- Department of Biochemistry received one major research project from UGC, New Delhi, (2013-2016)

- Department of Biochemistry received major research project from TNSCST, Chennai (2014-2015).

- Department of Biochemistry received one Maulana Azad National fellowship for minority students from UGC, New Delhi (2011 – 2016).

- Department of Biochemistry received one Major DST-SERB Project, New Delhi.

- Department of Biochemistry received Indian Council of Medical Research – New Delhi Fellowship.

- Department of Biotechnology received 2 minor research project s from UGC, New Delhi.

- Department of Biotechnology received one Major Research Project form UGC, New Delhi.

- Department of Biotechnology received one Major Research Project form DST, New Delhi.

- Department of Commerce received one Minor Research Project from UGC, New Delhi.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Fully automated
- Regular and balanced updation of study materials
- World class remainder mechanism like SMS alert and E-mail alert etc.,

6.3.6 Human Resource Management

Man power is planned based on the students' strength and workload of the staff required for academic and administrative work.

6.3.7 Faculty and Staff recruitment

As per the guide lines of University grants Commission (UGC) and State Government, the staff recruitment is done.

6.3.8. Industry Interaction / Collaboration

- Department of Zoology - MOU with Wyoming University, USA; Galaxy Bio Lab, Chennai.

- Department of Biochemistry - Collaborative research program with Vijaya Mushroom, Coimbatore. Tamilnadu; Kings diagnostic services, Coimbatore.

- Department of Biotechnology signed an MOU with Galaxy Biolabs, Chennai, Tamilnadu.

- Department of Biotechnology signed an MOU with Amity University, Noida.

- Department of Biotechnology signed an MOU with Karpagam University, Coimbatore. Tamilnadu.

- Department of International Business signed an MOU with ABC Garments & EX-IM shipping services, India.

- Department of Costume Design and Fashion signed an MOU with Dream Zone, Coimbatore.

6.3.9 Admission of Students

The College ensures wide publicity in the admission process through
  - Dynamic college website.
  - Publishing the annual prospectus.
  - Advertising in local, regional and national dailies
  -

Transparency in admission is ensured by preparing the merit list, based on the Government norms and displaying the names of the selected candidates along with their cut off marks on the notice board.

6.4 Welfare schemes for

Teaching	
Non teaching	
Students	Rs. 3,05,714/-

6.5 Total corpus fund generated

15,00,000/-

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	Subject experts from University and Colleges	Yes	IQAC
Administrative	No	-	Yes	IQAC

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?

- *Progress reports* regarding attendance and CIA marks of the students are sent to the parents.
- **Scrutiny committee is formed for question paper checking** to avoid errors and ambiguity in questions.

- For every question, _key_ is provided and this is being supplied to the examiner to avoid subjectivity.

- Feedback on pattern and standard of the questions is obtained from the _examiners_ every semester.

- Feedback on examination system is obtained from the _students_ every semester and rectified the discrepancies if any.

- Results of the students are published in scheduled time and it can be assessed through _online_ and _mobile_.

- *Best answerscripts are displayed* on the students' notice board. This practice motivates the students to perform better and makes the examiners to perform their duty with utmost sincerity.

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

> By appointing subject experts from university to represent in various academic and administrative bodies.

6.11 Activities and support from the Alumni Association

- Alumni meeting are regularly conducted
- Feedbacks collected from alumni for further improvement

6.12 Activities and support from the Parent – Teacher Association

- Parents meeting are regularly conducted
- Feedbacks collected from parents for further improvement
- Progress report is being sent to parents twice in a semester and progress & regularity of the students were discussed

6.13 Development programmes for support staff

> By conducting workshops for the non-teaching staff   related to office automation.

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

- Rain water harvesting
- Solid waste management
- Green campus by planting of trees
- Segregating works into biodegradable and non-biodegradable.
- Eco club of our college creating awareness by conducting various programmes.

Criterion – VII

7. <u>Innovations and Best Practices</u>

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

- Industrial visits for all UG students.

- E-resources and e-journals have been added in the Library for research.

- Project is made mandatory for all UG Science students.

- Direct verification system was introduced by COE for passed out students

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

- Ongoing 14 minor research projects to a tune of   Rs. 24,30,000/-

- Introduced internship training in the 4th semester for the UG departments(Botany, Zoology, Biochemistry & Biotechnology).

- Introduced group projects for the students of 2013-2014 for the UG (Botany, Zoology, Biochemistry & Biotechnology) students in the final semester.

- 4 International, 21 National and 49 state level conferences/Seminars/ Workshops were organized.

- Life Science Department equipped with sophisticated instruments which enriches the skill & more opportunities for higher studies.

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

- Realms of research

- Management support services

Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

> For nearby villages environment awareness programme on tree plantation, compost making from domestic wastes, precaution to be made to avoid dengue fever have been conducted.

7.5 Whether environmental audit was conducted?   Yes ✓   No ☐

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

- To have more MoU with foreign universities and R&D centres
- To provide more consultancy services
- To get more funded projects from ICMR, CSIR, DRDO, New Delhi.
- 2 UGC Research awardee from UGC, New Delhi.
- More fellowship from Central & State Government.
- Best YRC Unit among Bharathiar University.

8. **Plans of institution for next year**

- To conduct entrepreneurial awareness programme.
- To update the college website with a new format.
- Strengthening students placement through campus recruitment training programme.
- To encourage faculty members to apply for more project proposals.
- To encourage faculty members to conduct more international conferences.

Name **Dr. S. KRISHNAKUMARI**   *Name* **Dr. T. MURALEESWARI**

Dr. (Mrs). S. KRISHNAKUMARI, M.Sc., Ph.D., AISBT, PGDCA, PGDBL,
Associate Professor in Biochemistry
IQAC Co-ordinator
Kongunadu Arts and Science College,
Coimbatore - 641 029. Tamilnadu, India.

PRINCIPAL
KONGUNADU ARTS & SCIENCE COLLEGE
COIMBATORE-641 029.

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

ACADEMIC CALENDAR FOR ODD SEMESTER

2016 - 2017

Re-opening for the academic year 2016-17	16.06.2016
Commencement of I year UG Classes (Aided)	22.06.2016
Commencement of I year UG Classes (Un Aided)	23.06.2016
Commencement of I year PG Classes	11.07.2016
Issue of ESE Applications for II & III year UG & PG	18.07.2016
Last date for the payment of ESE Fee **(without fine)**	
III year UG	25.07.2016
II year UG & PG	26.07.2016
IQAC Meeting	05.07.2016
Last date for the payment of ESE Fee	
(II & III year UG & PG) **with fine of Rs.60/-**	03.08.2016
Students Welfare & Grievances Redressal Committee Meeting	17.08.2016
Staff Welfare & Grievances Redressal Committee Meeting	18.08.2016
Library Committee Meeting	19.08.2016
Last date for submission of Question Paper for I CIA Examinations(UA)	27.07.2016
Last date for submission of Question Paper for I CIA Examinations(A)	27.07.2016
Commencement of I CIA Examinations (UA)	16.08.2016
Issue of ESE Applications for I year UG & PG	02.09.2016
Finance Committee Meeting	14.09.2016

Last date for the payment of ESE Fee (**without fine)**

I year UG	16.09.2016
I year PG	21.09.2016

Last date for the payment of ESE Fee

(I year UG & PG) **with fine of Rs.60/-**   27.09.2016

Last date for submission of Question Paper for II CIA Examinations (UA)	30.09.2016
Last date for submission of Question Paper for II CIA Examinations (A)	30.09.2016
Commencement of II CIA Examinations	14.10.2016
Last working day for the Odd Semester	29.10.2016
Commencement of ESE - Practicals	24.10.2016
Governing Body Meeting	19.11.2016
Commencement of ESE - Theory Examinations	04.11.2016
Autonomous Central Valuation	21.11.2016

ACADEMIC CALENDAR FOR EVEN SEMESTER

2016 - 17

Re-opening for the Even Semester	28.11.2016
Issue of ESE applications for all Courses	03.01.2017

Last date for the payment of ESE Fee (**without fine**)

III year UG	17.01.2017
II year UG	18.01.2017
I year UG & PG and II Year PG	19.01.2017
Students Welfare & Grievances Redressal Committee Meeting	20.01.2017

Last date for submission of Question Paper for I CIA Examinations (UA)	09.01.2017
Last date for submission of Question Paper for I CIA Examinations (A)	09.01.2017
Last date for the payment of ESE Fee (all Courses)	
with fine of Rs.60/-	25.01.2017
Staff Welfare & Grievances Redressal Committee Meeting	27.01.2017
Commencement of I CIA Examinations (UA)	23.01.2017
Commencement of I CIA Examinations (A)	23.01.2017
Library Committee Meeting	16.02.2017
College Day Celebrations	23.02.2017
Prizes, Medals & Scholarships Distribution	24.02.2017
Board of Studies Meeting	04.03.2017
IQAC Meeting	22.03.2017
Standing Committee on Academic Affairs	13.03.2017
Last date for submission of Question Paper for II CIA Examinations(UA)	07.03.2017
Last date for submission of Question Paper for II CIA Examinations(A)	07.03.2017
Finance Committee Meeting	06.04.2017
Academic Council Meeting	24.03.2017
Commencement of II CIA Examinations (UA)	17.03.2017
Commencement of II CIA Examinations (A)	17.03.2017
Last date for the submission of Projects	23.03.2017
Last working day for the Even Semester	30.03.2017
Commencement of Project Viva-Voce	28.03.2017
Commencement of ESE-Practicals	28.03.2017

Governing Body Meeting   20.05.2017

Commencement of ESE - Theory Examinations   12.04.2017

Autonomous Central Valuation   28.04.2017

FEEDBACK ANALYSIS

❖ To introduce Add-On courses for various departments.

❖ To introduce mini project for the UG students in the fourth semester.

❖ To introduce a Workshop Training Programme like Mock Interview, to prepare Biodata for UG final year students.

❖ To introduce Internship training programme for UG students (4th sem) & PG students(2nd sem).

❖ To introduce group projects for UG students in the final semester.

❖ To introduce Implant training (for some department) for UG students in the final semester.

❖ To introduce SLET & NET coaching classes.

❖ Encourage the students to attend the International / National conferences.

❖ To introduce smart class room teaching for UG & PG students.

❖ Internship summer training program for UG students.

Best Practices

> *Give details of any two best practices which have contributed to better academic and administrative functioning of the College.*

➢ Two of the best practices are *(i). Realms of Research (ii). Management support services*

Title of the Practice: Realms of Research

Objectives of the Practice

> ➢ *What are the objectives / intended outcomes of this "best practice" and what are the underlying principles or concepts of this practice (in about 100 words)?*
>   ❖ The main objective of this practice is to promote research culture among faculty and students by encouraging their participation in research. The principle behind this practice is that the under graduate & post graduate students have one minor project in the final semester, which initiates them to take up their research in the particular area of specialization. Students are allowed to attend / present papers in the national/ state level seminars or conferences. By involving the students in conducting the Departmental Seminar/Conferences they are motivated to take up higher education; it helps in developing leadership qualities, self confidence and team spirit. A ***Research Scholar Forum*** has been established and it helps the researchers to exchange their ideas while doing research and promotes inter-disciplinary research work. 12 Departments have been upgraded to offer M.Phil degree and 11 Departments to offer Ph.D degree programme. 50**%** of the Research Departments come under **Life Science.**

>   **The Context**
> ➢ *What were the contextual features or challenging issues that needed to be addressed in designing and implementing this practice (in about 150 words)?*
>   ❖ Our college promotes more number of research activities in life science which is useful to agriculture based society. The College encourages the faculties to get major and minor projects from ICMR, UGC, CSIR, DBT, DST, and TNSCST encourages research scholar for receiving fellowships. ***Cash incentives*** are given to the staff members for publishing papers in International Journals, Citations, organizing seminars/conferences and workshops. Topics related to the ***thrust areas in research*** are incorporated in the curriculum to motivate the research attitude and aptitude among students. ***Multi faceted approach*** in Research is offered by inter departmental biological sciences. Eminent Scientists from National and International institution are invited to implement the practices. All Departments are provided with a Computer with internet facility. ***Elective options*** are given in the emerging and advanced fields of research. In addition, National and International ***collaboration with the scientists*** (Wyoming University, Taiwan University, Malaya University, Amity University) keeps our college on par with the University so that our scholars and the faculty members could be competent enough to flourish in the selected field of research.

The Practice

> ➢ *Describe the practice and its uniqueness in the context of India higher education. What were the constraints / limitations, if any, faced (in about 400 words)?*
>   ❖ In order to enhance the quality, ***Research Committee*** headed by the Dean for Research and Development, which comprises all Heads of Research Departments and Research Co-ordinators has been constituted. The Committee meets periodically and discusses all

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matters related to the requirements regarding research. The College has subscribed to *13* International Journals, *141* National Journals, *143* National Magazines and *7* International Magazines to meet the requirements of all Research Departments.

- ❖ The committee motivates the staff members to pursue their Research in the desired direction and encourages the staff members to apply for financial assistance from various funding agencies for their projects, Proposals to conduct Seminars/Conferences/Workshops and for minor/major projects are being submitted to the funding agencies after getting the approval from the Research Committee. Our own digital library facilitates the research activities by providing manuscripts, references, reprography, DELNET, e-resources, INFLIBNET/IUC etc., thus **the researchers can avail all facilities under one roof.**

- ❖ *Research forum*, comprising of Research Scholars is established not only to enhance the scientific knowledge among the scholars but also to exchange their knowledge and motivate them to become professionals in the selective areas of research.

- ❖ *Dr. M. Aruchami Research Foundation* has been established in the year 2004. The research foundation has been organizing Guest Lectures/Seminars/ Workshops in research-related topics. The college provides seed money to the faculty *in the form of TA/DA* to present their work before various funding agencies for the sanction of Major Projects and to attend Seminars/Conferences/Workshops conducted at out stations. *Financial assistance* is also given to the researchers by providing sufficient funds towards the purchase of chemicals, specimens , minor equipments, etc. till they get research grant from the funding agencies.

- ❖ Biotechnology and Biochemistry Departments are carrying out research in medicinal plants. The fields of research-Sericulture, Vermitechnology, Vector Control, Phytochemistry, Pollution Biology, Tissue Culture, Mushroom Biology etc., opted either singly or collaboratively by the Departments of Botany, Zoology Biotechnology & Biochemistry which cater the needs of the society at all levels.

- ❖ Research in the advanced emerging fields like Nanotechnology, Thin Film Technology, etc., successfully carried out by the Physics Department embraces new technologies and this competes at the global level. The research work in the areas like Digital Topology and Graph Theory being carried out by the Mathematics Department has wide application in the field of computer science. The knowledge of the computer and its application in research is inseparable in the present scenario. The Post Graduate departments are carrying out research and extension work for **transmitting the findings from *"Lab to Land"*.**

Evidence of Success

- ➢ *Provide evidence of success such as performance against targets and benchmarks, review results. What do these results indicate? Describe in about 200 words.*

  - ❖ The College has received *Rs. 43,60,603/-* during the period 2014-2015 towards major and minor research projects. It is a unique feature that our institution has more number of faculty members with Ph.D degree when compared to other Colleges in Tamil Nadu. Physical and infrastructure facilities promote the research activity regularly.

  - ❖ At present, 78 and 178 scholars are pursuing M.Phil and Ph.D respectively in our college. Our faculty members received 15 minor projects during 2014-2015. Our faculty have published 30 papers in National and 188 in International journals, have presented research papers in 44 national and 15 international & 2 state seminars / conferences. To

upgrade the research laboratory infrastructure the DST – FIST, Ministry of Science, Government of India has sanctioned Eighty Lakhs. This leads the college to take up consultancy services in various fields in order to benefit the society. The important consultancy areas are apiculture, Vermitechnology Sericulture techniques, Mushroom cultivation, Microbial culture supply, Protein Analysis, Soil sample analysis etc.,

Problems Encountered and Resources Required

> *Please identify the problems encountered and resources required to implement the practice (in about 150 words).*
> - ❖ Our college has both aided and un-aided (Self Financing) Courses. For aided courses a moderate support from the UGC is being extended for general development and research but unaided (SF) courses are totally deprived of this facility. This dichotomy is really a constraint in the field of higher education. UGC must treat both courses equally and extend full support to unaided (SF) courses also. The funding pattern by the UGC to Autonomous colleges is not adequate to introduce innovative programme in the colleges on par with the International Universities. Central Universities and Institutes are getting enviable grants. Affiliated colleges in various Universities are starved for want of funds. The UGC must take cognizance of genuine problems and extend the liberal grants to Autonomous colleges on par with Central Universities and Institutes which come directly under UGC.
> - ❖ While recruiting new staff members as per UGC guidelines, NET/SLET passed candidates are also qualified for the job. Such teachers are not in a position to guide the students for M.Phil and Ph.D. To eradicate this deficiency, management has to depute them under FIP Programme to qualify for Ph.D. Nowadays this Programme is not actively implemented by UGC. Once again the old pattern can be revived and liberal grants can be released under FIP scheme.

Notes
> *Optional. Please add any other information that may be relevant for adopting/ implementing the Best Practice in other institutions (in about 150 words).*
> - ❖ Research culture should be inculcated at UG and PG levels by incorporating projects, research oriented subjects in the curriculum. Consultancy and linkages may be extended by the departments to universities, colleges, schools, industries and agriculturists.
> - ❖ While recruiting the staff members care must be taken in analyzing the applicants' attitude and aptitude to pursue research if they are given opportunity to serve as a staff. FIP Programme must be implemented in the college to those who are anxious to pursue research. Post-Doctoral research fellowship must be encouraged among scholars. Special incentives must be given to staff members who are interested to pursue research and get projects from various funding agencies.

Title of the Practice

Management Support Services

Objectives of the Practice

➢ *What are the objectives / intended outcomes of this "best practice" and what are the underlying principles or concepts of this practice (in about 100 words)?*

❖ The Vision, Mission and Goals of the College are **Students' Centered** and reflect the **National development** at large. The **whole personality** of **every student** is developed in, holistic way adhering to the principles of **Swami Vivekananda** and **Mahatma Gandhi.**

❖ The management is **vigilant about the changes in the educational environment** locally, nationally and globally. As a result, it provides the guidance in all Academic activities of the College. Management provides the **ambience** suitable for all teaching and non-teaching staff. A healthy professional environment which is conducive to **bring out the best** in every individual prevails in the campus. The institution promotes the social responsibility and citizenship role among the students to help the **less privileged society.**

The Context

➢ *What were the contextual features or challenging issues that needed to be addressed in designing and implementing this practice (in about 150 words)?*

❖ Manpower is planned based on the students' strength and workload of staff required for academic and administrative work. The staff members are recruited **based on the qualifications and pay scales prescribed by the UGC and State Government by a duly constituted Selection Committee,** as per the private college regulation act and UGC. The curriculum has been designed **to cater to the needs and accelerate the growth** of the individual strength **of the students** so as to compete at the national and global levels. Social justice and equity are ensured by following the communal reservation policy of the State Government. All students who aspire for Higher Education, irrespective of religion and socio-economic background are given admission. The institution with an **outstanding academic ambience**, aims at elevating the students to become highly qualified and **socially conscious citizens** who can contribute to the development of the society and be an **asset to our nation at large**.

❖ The curricula of all courses have been framed after referring the curricula of various foreign universities and colleges to keep the students abreast with the **fast-changing frontiers of knowledge**. Besides imparting job entitlements, the education offered in our college provides a **holistic approach of body**. Value based teaching and guest Lectures by divine personalities on special occasions facilitate the students to **imbibe the core and universal values like truth, righteousness, integrity, honesty and hard work.** Celebration on the days of religious and national importance contributes much to **nurture and strengthen our culture, values and unity in diversity.**

The Practice

Describe the practice and its uniqueness in the context of India higher education. What were the constraints / limitations, if any, faced (in about 400 words)?

❖ There is a cordial relationship between the management and all stakeholders, which provides the **homely atmosphere** in the college campus. The benevolent management provides the financial aid to SC, ST, MBC and Economically backward students in the form of scholarships. Job Oriented Courses like Communicative English, Computer Literacy, Elective papers, Self-learning components, Personality Development

programmes and *opportunity to work in teams* through project work contribute much to the individual development of the students, which is the *base for the development of the country as a whole.*

❖ Enhancement of communicative skill through BEC training, introduction of ICT, and training for the professional courses, self development and entrepreneurial development programmes enrich the students with necessary *skills to face the global competition* in the job market. *The extension and outreach programmes* have their main focus on *less privileged* in the neighborhood, adopted village and the *society at large*. The remarkable service rendered by the college to the socially, economically backward and disadvantaged communities in the adopted villages, speaks volumes about the contribution of the college to the development of our nation.

❖ The management builds a good relationship with the students to attract and retain them to enhance their performance to their expectations in learning and job seeking. *Academically, Proficiency student is selected as a representative to take part in the Board of Studies meetings. As a result, he/she gives the suggestions regarding the syllabi.* The institution determines the students' satisfaction by way of getting their feedback about the curriculum of courses offered, teachers' performance, infrastructure, hostel facilities and college environment etc. Future *educational need and challenges are voiced through the discussions and suggestions* given by the students in the Grievance Redressal and Welfare Committee, informal meetings with the Head of the Department and faculty, Alumni Association, students' meetings, council members and class representative meetings. The management is so friendly that the constant and *continuous encouragement is given to all staff members* for their career development. *Complete Academic freedom* is given to the faculty which helps them work independently. *Incentives* are given to the staff members *for their achievements*. The management extends *prompt support* by providing not only the salary but also the *retirement benefit.*

❖ The institution supports the neighborhood communities by providing them the awareness in *Eradication of Parthenium*. Programmes on *AIDS awareness, mosquito control* and *avoidance of plastic bag*, etc. are conducted. *Health awareness camps,* Blood donation camps, Eye camp, Dental care and Nature cure are conducted. Prohibition of Child Labor, Hundial counting, various awareness rally such as *Save Electricity, Road Safety, Rain water Harvesting, Plantation of Trees* are some of the important activities undertaken by our NSS, NCC and YRC Units for the benefit of the society and the students. In order to bring awareness in making our environment eco-friendly, our college constituted the **Eco Club.**

❖ The grants released by the Government, both central and state are not sufficient to encourage the faculty to go abroad to participate in seminars and conferences. The funding agencies very selectively recruit staff of aided colleges. Universities by their block grants are able to sponsor their staff to go abroad and participate in conferences and seminars. Such grants should be extended to colleges to give opportunity to the staff members to attend refresher/advanced courses.

Evidence of Success

- *Provide evidence of success such as performance against targets and benchmarks, review results. What do these results indicate? Describe in about 200 words.*
  - ❖ Cordial relationship exists among management, teachers and students. *Parental care* is taken through Tutor-Ward System. This personal care of the teachers attracts and enhances the students' performance and fulfills the **expectations of the learner**. **Counseling centre for women** has been established in order to facilitate the girl students in getting timely help and advice. Students' membership in various committees and clubs facilitates the relationship between teachers and students. NSS and NCC camps, *cultural activities and various functions provide the opportunity for students and staff to build a good relationship between them.* In order to construct the houses to down trodden people *our secretary donated the land with 50% contribution of the Government* and *50%* were contributed by him. Our NSS students go and stay in the adopted village and teach subjects like English, Mathematics and Science to weak students particularly from the village schools. *Mr. Arjun Paramasivan student from Leeds University* consequently collected *Rs.60, 000/- to Rs.80, 000/-* yearly basis and *contributes* to the *annual camp* conducted by the NSS units of the college. *Four NSS volunteers* from UK acted as catalyst in collecting Rs. *1,00,000/-* from Tamil Organization at UK which was used to construct 12 group houses successfully at Dhanalakshmipuram in Adhidravidar colony.
  - ❖ Every year more number of NSS student volunteers from *UK* have been actively participating and donating money for the smooth functioning of NSS activites that includes special camps and regular activities.
  - ❖ The effective functioning of the **paperless office** has not only minimized the work for the non-teaching staff but also minimized the usage of the stationery.
  - ❖ *Students and Staff Welfare & Grievance Redressal Committees have* been constituted separately and regular meetings are being conducted. This facilitates the students and staff to express their grievances freely. Complaints can be received through the *Suggestion Boxes* that are placed at various places inside the college campus. The Grievances related to academic activities, administration and infrastructure are solved after discussing the same with the management.
  - ❖ Our college has a health centre which provides First Aid, and other medical facilities.. In case of emergency utmost care is taken. The management provides a **car** to take the sick students immediately to the hospital. It also encourages *sports activities* which make the mind and the body has the balance. So, *the college environment is congenial.* During the *parent-teacher meetings*, parents are encouraged to give their feedback, and suggestions for the improvement of the organization and complaints if any. The complaints are resolved and suggestions are well taken for the development of the organization which helps to enhance the teaching-learning process and the upkeep of mental and physical health of the students.
  - ❖ Many initiatives have been taken both in academic and administrative functions to make the *optimum use of Autonomous status*. The *democratized administration,* a predominant feature makes our Institution a *College with difference.*

Problems Encountered and Resources Required

- ➤ *Please identify the problems encountered and resources required to implement the practice (in about 150 words).*
  - ❖ Since, there is vacancy in teaching faculty (19), Administrative Staff (20) & Technical Staff (7), Management has to face the problem whenever the Government implements any change in innovative aspect. To fulfill the ultimate goal of the Institution and to attain more excellence in our academics & research, the above said vacancies has to be filled.

Notes
- ➤ *Optional. Please add any other information that may be relevant for adopting/ implementing the Best Practice in other institutions (in about 150 words).*
  - ❖ The *Secretary and Director* of the college Dr.M.Aruchami has been associated with the development of the college ever since its inception. He visits the college almost every day and is available at his office. Being the founder Principal of the college, he is closely associated with each and every aspect of the development of the college and it enhances both the curriculum and the extensive work related to the students and community. With his rich experience as an academician and educational administrator, he provides able and efficient leadership to the functioning of the college to attain greater heights. The ultimate goal of the institution is to impart education to the future citizens of our country with a *strong foundation* in *moral*, *ethical* and *cultural* values. This aspect can be emulated by other institutions. The Head of the Institution must be inspiring personality by his/her words and deeds. He/she must be easily accessible to everyone in the Institution.
  - ❖ Our college is the first college which made the work experience mandatory for all the students, rich or poor to go and work in industries and farms with the skilled labourers. The students were paid small amount by various firms. The concept "*Earn While You Learn*" which Mahatmaji envisaged in his message was translated into action.
  - ❖ Before N.S.S Units were started in colleges, our college made it compulsory to join in community service. A group of villages were adopted by the college. In the adopted village, students went and made an economic survey and classify the villagers into rich, average and small farmers and also various types of artisans like carpenter, blacksmith, laundry men, and barber and agriculture coolies. Their needs were worked out through the data and the college approached the banks to help the villagers depending on their needs and economic development and made the banks to lend money for the various types of people. The recovery of the loan at the assigned time was taken care by the students and the staff of our college. The Banks were very happy and adopted the village and started giving loans and receiving deposits. 15 persons from the adapted village were given opportunity to work in our institution. Now the village is self contained unit by getting all facilities from the Government and the Management.
  - ❖ The Government have not released non-salary grants to the Aided colleges and so the management are subjected heavy additional financial commitment towards the upkeep of building, lab, electricity consumption etc.
  - ❖ The Government may release the non-salary grant to solve this problem.