

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

I. 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.K.Logankumar

Mobile:

09442843776

IQAC e-mail address:

iqac@kongunaducollege.ac.in

1.3 NAAC Track ID

TNCOGN 10122

1.4 NAAC Executive Committee No. & Date:

Standing Committee constituted by the
Executive committee held on 24.09.2014

1.5 Website address:

www.kongunaducollege.ac.in

Web-link of the AQAR:

<http://www.kongunaducollege.ac.in/docs/aqar-2012-13.pdf>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	4 Star		2001	
2	2 nd Cycle	A	3.80	2009	5 Years
3	3 rd 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*)

2013-2014

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted 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

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)

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

8

2.2 No. of Administrative/Technical staff

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

2

2.7 No. of Employers/ Industrialists

-

2.8 No. of other External Experts

-

2.9 Total No. of members

18

2.10 No. of IQAC meetings held

: 2

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni 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. International National State Institution Level

(ii) Themes

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 Superintendents (Aided & Unaided) and few senior most faculty members. The Academic Audit was conducted on 23.08.2014.
- IQAC motivated the Research, to publish 218 & 26 Research Papers in International & National journals respectively.
- Due to the encouragement given to the research departments 3 International 18 National and 14 State level seminars/Conferences / Workshops were organised.
- Students feed back on Teachers was collected at the end of each semesters, and follow up actions were taken.
- IQAC – News letter published once in 6 months.
- IQAC-encouraged the faculty to submit proposals to various funding agencies for projects and for conducting Seminars/Conferences/Workshops.

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 13 minor research projects to a tune of Rs. 37,40,000
To introduce internship training in the 4 th semester for the UG students	Introduced internship training in the 4 th semester for the UG students
To introduce group projects for the students of 2013-2014 for the UG students in the final semester.	Introduced group projects for the students of 2013-2014 for the UG students in the final semester.
To conduct Medical mushroom cultivation training programme	Department of Biochemistry conducted Medical mushroom cultivation training programme on August 19 th 2014
To organize more seminars / conferences	3 International, 18 National and 14 state level conferences/Seminars were organized
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

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	10	0	10	-
PG	14	0	10	-
UG	20	0	12	-
PG Diploma	01	0	01	-
Advanced Diploma	0	0	00	-
Diploma	04	0	04	-
Certificate	03	0	03	-
Others	-	-	-	-
Total	052	00	40	-
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

Semester ~~1~~ ~~2~~ ~~3~~ ~~4~~ ~~5~~ ~~6~~ ~~7~~ ~~8~~ ~~9~~ ~~10~~ ~~11~~ ~~12~~ ~~13~~ ~~14~~ ~~15~~ ~~16~~ ~~17~~ ~~18~~ ~~19~~ ~~20~~ ~~21~~ ~~22~~ ~~23~~ ~~24~~ ~~25~~ ~~26~~ ~~27~~ ~~28~~ ~~29~~ ~~30~~ ~~31~~ ~~32~~ ~~33~~ ~~34~~ ~~35~~ ~~36~~ ~~37~~ ~~38~~ ~~39~~ ~~40~~ ~~41~~ ~~42~~ ~~43~~ ~~44~~ ~~45~~ ~~46~~ ~~47~~ ~~48~~ ~~49~~ ~~50~~ ~~51~~ ~~52~~ ~~53~~ ~~54~~ ~~55~~ ~~56~~ ~~57~~ ~~58~~ ~~59~~ ~~60~~ ~~61~~ ~~62~~ ~~63~~ ~~64~~ ~~65~~ ~~66~~ ~~67~~ ~~68~~ ~~69~~ ~~70~~ ~~71~~ ~~72~~ ~~73~~ ~~74~~ ~~75~~ ~~76~~ ~~77~~ ~~78~~ ~~79~~ ~~80~~ ~~81~~ ~~82~~ ~~83~~ ~~84~~ ~~85~~ ~~86~~ ~~87~~ ~~88~~ ~~89~~ ~~90~~ ~~91~~ ~~92~~ ~~93~~ ~~94~~ ~~95~~ ~~96~~ ~~97~~ ~~98~~ ~~99~~ ~~100~~ ~~101~~ ~~102~~ ~~103~~ ~~104~~ ~~105~~ ~~106~~ ~~107~~ ~~108~~ ~~109~~ ~~110~~ ~~111~~ ~~112~~ ~~113~~ ~~114~~ ~~115~~ ~~116~~ ~~117~~ ~~118~~ ~~119~~ ~~120~~ ~~121~~ ~~122~~ ~~123~~ ~~124~~ ~~125~~ ~~126~~ ~~127~~ ~~128~~ ~~129~~ ~~130~~ ~~131~~ ~~132~~ ~~133~~ ~~134~~ ~~135~~ ~~136~~ ~~137~~ 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- 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.

<p>Yes</p> <ul style="list-style-type: none"> • Introduced internship training programme in the 4th semester for the UG students • Introduced group projects for the UG students in the final semester. • Introduced a new paper ‘Nano Biotechnology’ as a Non-Major Elective paper • Introduced a new paper “Information Security” as a core paper as per the UGC direction • Introduced the core papers “Mobile Communications” and “Cloud Computing” in computer applications (UG) • Inclusion of topics Green marketing, Niche Marketing, Target and online marketing, Social Marketing in the paper “Marketing Management and Research” in Commerce (PG) • Introduced International Business Environmental Ethics in the PG course, Master of International business

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
169	123	46	-	-

2.2 No. of permanent faculty with Ph.D.

78

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
32	14	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

-	-	1
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	58	204	12
Presented papers	32	71	03
Resource Persons	2	17	20

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

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 section is **fully computerized** with Optical Mark Reader 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 valuation.
- 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.

Students Friendly Scheme:

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

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

175	-	-
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2.10 Average percentage of attendance of students

91.98%

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	45	-	1	23	15	3	93.33
2.	B.Sc. Mathematics	40	2	17	17	4	0	100
3.	B.Sc. Physics	30	-	6	13	6	0	83.33
4.	B.Sc. Chemistry	26	1	8	9	2	0	76.92
5.	B.Sc. Botany	10	-	3	4	0	0	70
6.	B.Sc. Zoology	26	1	11	8	3	0	88.46
7.	B.Sc. Biochemistry	15	-	5	9	0	0	93.33
8.	B.Sc. Computer Science	47	-	16	21	10	0	100
Total & Average %		239	4	67	104	40	3	91.21

Sl. No.	UNAIDED UG COURSES	Total no. of students appeared	Division					PASS %
			Exemplary	Distinction	I	II	III	
1.	B.Sc. Mathematics with CA	20	-	11	8	0	0	95
2.	B.SC. Biotechnology	24	-	7	16	1	0	100
3.	B.Sc. Computer Science	42	-	2	15	21	2	95.24
4.	BCA	55	-	5	25	18	0	87.27
5.	B.Sc. Computer Technology	33	-	9	15	7	2	100

6.	B.Sc. Information Technology	47	-	8	21	15	0	93.62
7.	B.Com	50	-	1	27	18	4	100
8.	B.Com CA	59	-	3	37	15	1	94.92
9.	B.Com CA Additional	55	-	8	26	14	4	94.55
10.	BBM CA	46	-	0	18	23	0	89.13
Total & Average %		431	-	54	208	132	13	94.43

Sl. No.	AIDED PG COURSES	Total no. of students appeared	Division					PASS %
			Exemplary	Distinction	I	II	III	
1.	M.Sc. Mathematics	38	1	20	7	1	0	76.32
2.	M.Sc. Physics	37	-	9	24	2	0	94.59
3.	M.Sc. Botany	20	1	17	1	0	0	95
4.	M.Sc. Zoology	20	-	10	10	0	0	100
Total & Average %		115	2	56	42	3	0	89.57

Sl. No.	UNAIDED PG COURSES	Total no. of students appeared	Division					PASS %
			Exemplary	Distinction	I	II	III	
1.	M.A. English	31	-	3	26	2	0	100
2.	M.Sc. Chemistry	28	-	6	16	0	0	78.57
3.	M.SC. Biotechnology	13	-	7	6	0	0	100
4.	M.Sc. Computer Science	45	-	9	30	2	0	91.11
5.	M.Sc. Computer Technology	15	-	10	5	0	0	100
6.	M.Com	53	-	21	31	1	0	100
7.	MIB	20	-	5	14	1	0	100
Total & Average %		205	-	61	128	6	0	95.12

Sl. No.	UNAIDED PG DIPLOMA COURSES	Total no. of students appeared	Division					PASS %
			Exemplary	Distinction	I	II	III	
1.	PGDCA	31	-	6	21	2	0	93.55

OVERALL RESULT -May 2014

Sl. No.	Courses	Total no. of students appeared	Passed with Class					Total Pass	% PASS
			Exemplary	Distinction	I	II	III		
1.	UG	670	4	121	312	172	16	625	93.28
2.	PG	320	2	117	170	9	0	298	93.13
Overall Result		990	6	238	482	181	16	923	93.23

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

- Suggestions given by the stakeholders are processed ,recommended and submitted to the statutory bodies for further action.
- Feed back from students are collected twice in a year evaluated, and considered for further improvement.
- All academic activities of various departments are regularly monitored and recorded.
- Academic audit reports are acted upon for further development.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	11
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	27
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	85
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	79	22	15	-
Technical Staff	42	03	05	-

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
- 1 patent was received and 2 has been submitted.
- 12 PhDs and 5 MPhils were produced.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	4	8	-	12
Outlay in Rs. Lakhs	26,26,650	99,65,400	-	3,35,98,000

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	4	13	13
Outlay in Rs. Lakhs	3,30,000	3,40,000	37,40,000	63,75,000

3.4 Details on research publications

	International	National	Others
Peer Review Journals	218	26	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	53	47	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	3	UGC	40,57,600	26,25,600
Minor Projects	2	UGC	3,40,000	2,35,000
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	Seminar Grant	UGC	1,16,434	1,16,434
	Symposium grant	UGC	37,500	37,500
	Research Fellowship	CSIR	2,54,960	2,54,960
	Seminar Grant	DST	1,00,000	1,00,000
	Symposium grant	DST	98,160	98,160
	Seminar Grant	Central Institute of Classical Tamil	1,20,000	1,20,000
Total			51,24,654	35,87,654

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP 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

3.11 No. of conferences
organized by the Institution

Level	International	National	State	University	College
Number	3	18	14	-	2
Sponsoring agencies	-	UGC,DST Central Institute of Classical Tamil			

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents

received this year

Type of Patent	Number	
National	Applied	2
	Granted	1
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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level	<input type="text" value="4"/>	State level	<input type="text" value="1"/>
National level	<input type="text" value="1"/>	International level	<input type="text" value="-"/>

3.22 No. of students participated in NCC events:

University level	<input type="text" value="177"/>	State level	<input type="text" value="4"/>
National level	<input type="text" value="12"/>	International level	<input type="text" value="-"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="7"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="2"/>	College forum	<input type="text" value="3"/>
NCC	<input type="text" value="3"/>	NSS	<input type="text" value="-"/>
		Any other	<input type="text" value="-"/>

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

- Orientation programme for students was conducted to focus on significance of outreach programme about the college, dress code, exam pattern and Library and information centre.
- Through NSS and NCC, various outreach programmes and awareness programmes such as anti-corruption movement Amma Thittam, Solid waste Management, Blood donation, World water day, Environmental and Roof Gardening, Drug Addition and Human Relationship were conducted.
- Hands –on-training on Mushroom Cultivation for Women Self-Help group

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	7.44Acres	-	-	7.44Acres
Class rooms	112	-	-	112
Laboratories	27	-	-	27
Seminar Halls	3	-	-	3
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	261	10	Funding Agency and Fees	271
Value of the equipment purchased during the year (Rs. in Lakhs)	4,23,73,629	-	Funding Agency and Fees	4,45,46,006
Others	-	-	-	-

4.2 Computerization of administration and library

- Office automation system
- Fully computerised and Bar coded – circulation and Acquisition
- Online Public Access catalogue, Bar coded user entry, etc.,

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	39,991	83,60,429	2,171	7,41,481	42,162	91,01,910
Reference Books	26,660	55,73,480	1,448	4,94,548	28,108	60,68,028
e-Books	1,00,000	1,15,000	1,00,000	1,15,000	1,00,000	1,15,000
Journals	324	2,50,000	335	2,90,000	659	5,40,000
e-Journals	10,000	1,25,000	10,000	1,25,000	10,000	1,25,000
Digital Database	5	1,25,000	5	1,25,000	5	1,25,000
CD & Video	4,500	5,25,000	150	22,500	4,650	5,47,500
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	699	504	10 Mbps	12	-	50	118	15
Added	-	-	-	-	-	-	-	-
Total	699	504	10 Mbps	12	-	50	118	15

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

Rs.7,87,840/-

ii) Campus Infrastructure and facilities

Rs. 39,41,726/-

iii) Equipments

Rs. 5,60,000/-

iv) Others

Rs. 15,58,889/-

Total :

Rs. 68,54,455/-

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
- Tutor ward monitoring system
- Career counselling – Placement
- Soft Skill development
- Academic counselling
 - ✓ Remedial coaching
 - ✓ Booster classes
 - ✓ Bridge courses
 - ✓ Advanced learner courses
- Self Development Programmes - ICWAI, ACS,
- Guest lectures
- Scholarship facilities

5.2 Efforts made by the institution for tracking the progression

- By appointing separate co-ordinator for 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 training programmes and arranges campus interviews jobs for the students.
- All departments maintain registers for recording the progress of the students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2714	672	152	43(MPhil)

(b) No. of students outside the state

249

(c) No. of international students

-

Men	No		Women	No	
	No	%		No	%
	1392	38.88		2188	61.12

Total	General				Total	General					
	SC	ST	Other	Physically Challenged		SC	ST	Other	Physically Challenged		
645	347	19	2144	3	3155	601	546	27	2518	3	3692

Demand ratio: 1:1.17

Dropout % : 3.08%

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

- NET/SLET coaching classes
- Entry services coaching classes

No. of students beneficiaries

70

5.5 No. of students qualified in these examinations

NET	2	SET/SLET	1	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	17	UPSC	-	Others	50

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 / employed.

No. of students benefitted

218

5.7 Details of campus placement

Number of Organizations Visited	<i>On campus</i>		<i>Off Campus</i>	
	Number of Students Participated	Number of Students Placed	Number of Students Placed	
7	240	135	83	

5.8 Details of gender sensitization programmes

“Theduthalum Thelithalum” conducted a discussion session on the important role of women in present scenario.

“Enathu Vilzial Naan” conducted on 04.03.2014 about the significant role of women in the society

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	850	2,27,000
Financial support from government	892	37,84,865
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: 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

- The management encourages the faculty to attend the training programme conducted by the University regarding curriculum development.
- Based on the feedback from all stakeholders of Higher Education namely the students, parents, teachers, management, alumni, academic peers and depending on the current needs of the industry, corporate sector and society at large and by referring the various university calendars containing the curriculum and syllabi have been updated.
- Choice Based Credit System is followed to acquire soft skills for employment. Skill Based Elective courses are available to choose the courses of their interest to the future carrer.

6.3.2 Teaching and Learning

- Lecture method is generally followed in all the courses.
 - ❖ Lab classes
 - ❖ Animations, power point presentations
 - ❖ Group discussion
 - ❖ Guided library learning
 - ❖ Encouraged to attend seminars/ conferences
 - ❖ Encouraged to attend workshops
 - ❖ Taken to industrial visit
- 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 discussions, 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.

- 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.

- 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 meets once in a month 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 up to date research, 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.

6.3.4 Research and Development

- 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

1. Any Collaboration /MOU signed should have the prior concurrence and approval of the Management.
2. Normally the Collaboration /MOUs shall be signed by the Secretary of the College. However with the permission of the Secretary, the Principal may sign the Collaboration / MOUs.
3. It should be ensured that the Collaboration /linkage will be mutually beneficial.
4. If any financial commitment is involved, the approval of the Finance committee and the Management must be obtained.
5. Both the parties should have the leverage to terminate the contract/agreement with prior notice, the duration of which shall be as agreed by both the parties.
6. It should be ensured that no clause in the agreement/contract is detrimental to the overall interest of the Institution/ Management.

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	Advance Salary
Non teaching	Advance Salary
Students	Scholarships

6.5 Total corpus fund generated

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 has been obtained from the ***examiners***.
- Feedback on examination system is obtained from the ***students***.
- 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 and regularity of the students was 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

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.

- Internship summer training program for II 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

- Received 13 minor research projects at the tune of Rs. 37,40,000
- Introduced internship training programme in the 4th semester for the UG students
- Introduced group projects for the students of 2013-2014 for the UG students in the final semester.
- Department of Biochemistry organized Medical mushroom cultivation training programme
- 3 International, 18 National and 14 State level Conferences/Seminars were organized
- External Academic Audit was conducted.

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, composte 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)

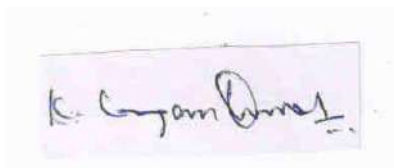
- To have more MoU with foreign universities and R&D centres
- To provide more consultancy services

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.K.LOGANKUMAR*

Name : *Dr.T.MURALEESWARI*



Signature of the Coordinator, IQAC



Signature of the Chairperson, IQAC

ACADEMIC CALENDAR FOR ODD SEMESTER**2014 - 2015**

Re-opening for the academic year 2014-15	18.06.2014
Commencement of I year UG Classes (Aided)	24.06.2014
Commencement of I year UG Classes (Un Aided)	25.06.2014
Commencement of I year PG Classes	16.07.2014
Issue of ESE Applications for II & III year UG & PG	17.07.2014
Last date for the payment of ESE Fee (without fine)	
III year UG	26.07.2014
II year UG & PG	30.07.2014
IQAC Meeting	31.07.2014
Last date for the payment of ESE Fee	
(II & III year UG & PG) with fine of Rs.60/-	04.08.2014
Students Welfare & Grievances Redressal Committee Meeting	12.08.2014
Staff Welfare & Grievances Redressal Committee Meeting	18.08.2014
Library Committee Meeting	19.08.2014
Last date for submission of Question Paper for I CIA Examinations	20.08.2014
Commencement of I CIA Examinations	30.08.2014
Issue of ESE Applications for I year UG & PG	08.09.2014
Finance Committee Meeting	17.09.2014
Last date for the payment of ESE Fee (without fine)	
I year UG	19.09.2014
Revised Guidelines of IQAC and submission of AQAR	

I year PG	20.09.2014
Last date for the payment of ESE Fee	
(I year UG & PG) with fine of Rs.60/-	29.09.2014
Last date for submission of Question Paper for II CIA Examinations	08.10.2014
Commencement of II CIA Examinations	24.10.2014
Last working day for the Odd Semester	01.11.2014
Commencement of ESE - Practicals	03.11.2014
Governing Body Meeting	08.11.2014
Commencement of ESE - Theory Examinations	12.11.2014
Autonomous Central Valuation	25.11.2014

ACADEMIC CALENDAR FOR EVEN SEMESTER

2014 - 15

Re-opening for the Even Semester	08.12.2014
Issue of ESE applications for all Courses	06.01.2015
Last date for the payment of ESE Fee (without fine)	
III year UG	19.01.2015
II year UG	20.01.2015
I year UG & PG and II Year PG	21.01.2015
Students Welfare & Grievances Redressal Committee Meeting	22.01.2015
Last date for submission of Question Paper for I CIA Examinations	23.01.2015
Last date for the payment of ESE Fee (all Courses)	
with fine of Rs.60/-	29.01.2015

Staff Welfare & Grievances Redressal Committee Meeting	30.01.2015
Commencement of I CIA Examinations	09.02.2015
Library Committee Meeting	16.02.2015
College Day Celebrations	20.02.2015
Prizes, Medals & Scholarships Distribution	
Function & Sports Day	21.02.2015
Board of Studies Meeting	07.03.2015
IQAC Meeting	19.03.2015
Standing Committee on Academic Affairs	28.03.2015
Last date for submission of Question Paper for II CIA Examinations	06.04.2015
Finance Committee Meeting	09.04.2015
Academic Council Meeting	11.04.2015
Commencement of II CIA Examinations	18.04.2015
Last date for the submission of Projects	27.04.2015
Last working day for the Even Semester	29.04.2015
Commencement of Project Viva-Voce and ESE-Practicals	30.04.2015
Governing Body Meeting	06.05.2015
Commencement of ESE - Theory Examinations	14.05.2015
Autonomous Central Valuation	28.05.2015

FEEDBACK ANALYSIS

- To Introduce internship training programme in the 4th semester for the UG students
- To introduce group projects for the UG students in the final semester.
- To Introduce a new paper Nano Biotechnology as a Non-Major Elective paper
- To Introduce the core papers “Mobile Communications” and “Cloud Computing” in computer applications (UG)
- To Include the topics Green marketing, Niche Marketing, Target and online marketing, Social Marketing in the paper “Marketing Management and Research” in Commerce (PG)
- To introduce “International Business Environmental Ethics” in the PG course, Master of International business

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 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. 13 Departments have been upgraded to offer M.Phil degree and 12 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 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** 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 are constituted. The Committee meets four times in a year and discusses all matters related to the requirements regarding research. The College

has subscribed to **10** International Journals, **156** National Journals, **134** National Magazines and 3 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** is established not only to enhance the scientific knowledge among the scholars but also to 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 etc., opted either singly or collaboratively by the Departments of Botany, Zoology and Biotechnology 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”.**
- ❖ 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.

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. 35,87,654/-** during the period 2013-2014 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 infrastructural facilities promote the research activity regularly.

- ❖ At present, 71 and 189 scholars are pursuing M.Phil and Ph.D respectively in our college. Our faculty members received 13 minor projects during 2013-2014. Our faculty have published 26 papers in National and 218 in International journals, have presented research papers in 71 national and 32 international 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.

Notes

- *Optional. Please add any other information that may be relevant for adopting/ implementing the Best Practice in other institutions (in about 150 words).*
 - ❖ To promote research in the college, a separate Dean for Research & Development has to be appointed. Research Committee with faculty members and a Research Forum for research scholars should be constituted. So that it will enhance the research activity. Scholars must be continuously encouraged to attend Seminars, Conferences, Workshops and training programmes. Financial assistance may be provided to the researchers whenever they are in need. To appreciate the research work, the staff members should be awarded with cash incentives or medals. Research culture should be inculcated at UG and PG level 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. **One of the students is selected as a representative in the Board of Studies. 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. Based on the views offered by the by the students. 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 consituted 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 blocked 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.*
 - ❖ The 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 Dhanalakshmpuram 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 activities 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 Committee** 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 health centre which provides First Aid, Inpatient, Outpatient facility. 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** for teaching learning process. During the **parent-teacher meetings**, parents are encouraged to give their feedback, 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.

- ❖ Many initiatives have been taken both in academic and administrative functions to make the *optimum use of Autonomous status. Administration has been decentralized* through participatory management system. 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).*
 - ❖ Managements have to face the problem whenever the Government implements any change in innovative aspect for example Unitary University. Under such circumstances teachers resist the policy of the Government through the management such problems are to be tactfully handled by the management. As such our college is not facing seriously any problem.

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.