

ANNUAL QUALITY ASSURANCE REPORT (AQAR)

2014-2015

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BENGALURU



INTERNAL QUALITY ASSURANCE CELL (IQAC)

RAJAPALAYAM RAJUS' COLLEGE, RAJAPALAYAM

(A Linguistic Minority Co-Educational Institution & Affiliated to Madurai Kamaraj University)

(Re-Accredited with 'B' Grade by NAAC)

RAJAPALAYAM – 626117

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year (*for example 2013-14*)

2014-2015

1. Details of the Institution

1.1 Name of the Institution

RAJAPALAYAM RAJUS' COLLEGE

1.2 Address Line 1

Mudangiyar Road

Address Line 2

City/Town

Rajapalayam

State

Tamil Nadu

Pin Code

626117

Institution e-mail address

rrc1973@gmail.com

Contact Nos.

04563-222767

Name of the Head of the Institution:

Dr.V.Venkatraman

Tel. No. with STD Code:

04563-226467

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID(For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

<http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	-	2006	up to 31-05-2011
2	2 nd Cycle	B	2.48	2013	up to 24-10-2018
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

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

1.8 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*)

This is the Second AQAR after Second Accreditation in the Year 2013

- i. AQAR 30/09/2014
 ii. AQAR _____ (DD/MM/YYYY)
 iii. AQAR _____ (DD/MM/YYYY)
 iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

Madurai Kamaraj University, Madurai

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

Autonomy by State/Central Govt. / University				--
University with Potential for Excellence	--	UGC-CPE		--
DST Star Scheme	--	UGC-CE		--
UGC-Special Assistance Programme DST-FIST	--			--
UGC-Innovative PG programmes	--	Any other (<i>Specify</i>)		--
UGC-COP Programmes	--			

2. IQAC Composition and Activities

2.1 No. of Teachers	7
2.2 No. of Administrative/Technical staff	1
2.3 No. of students	-
2.4 No. of Management representatives	1
2.5 No. of Alumni	-
2.6 No. of any other stakeholder and community representatives	1
2.7 No. of Employers/Industrialists	-
2.8 No. of other External Experts	-
2.9 Total No. of members	10
2.10 No. of IQAC meetings held	4

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

1. Organized various seminars and conferences for the UG & PG Students.
2. Encouraged Teaching Faculty to improve research publications in peer reviewed journals.
3. Motivated YRC, NSS, NCC and other student organizations to organize social welfare programmes.
4. Suggested the College Governing Council to construct ramps, in all buildings to facilitate the movement of the physically challenged persons.
5. Recommended Women Development Cell to create awareness for all girl students on Health and Hygiene and Women rights.
6. Strengthened Information Communication Technology facilities.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
<ul style="list-style-type: none"> • To complete Indoor Stadium with all Court facilities • To complete the Swimming Pool project • To provide more preferences for rural girl students in admission • To organise seminars, workshops & exhibitions. 	<ul style="list-style-type: none"> • The Indoor Stadium has been completed • The Swimming Pool project has been almost completed • Total of 862 (38.43%) girl students admitted in this academic year. • Kudankulam Nuclear Power Project and Department of physics jointly organised a “One day National Seminar cum Exhibition” on 24.09.2014 related to functioning and safe measures of Nuclear Power Reactor. • Three day ICHR sponsored National Seminar on “Subaltern Freedom Fighters in Madras Presidency” organised by PG & Research Centre in History from 20.01.2015 to 22.01.2015. • Three day conference Sponsored by Classical Tamil Research Centre, Chennai on “Customs and Practices of Tamil People - Past and Present” organised by Department of Tamil from 25.02.2015 to 27.02.2015. • Under Virudhunagar District Cluster College Programme, one day workshop on “Applied Research in Commerce” organised by PG & Research Department of Commerce on 22.12.2014.

Plan of Action	Achievements
<ul style="list-style-type: none"> • To Conduct Technical Course (Certificate Course) • To increase the number of Computers • To increase the number of Books and Journals in Library 	<ul style="list-style-type: none"> • One day seminar and Inter-collegiate competitions on the theme, "Advances in Environmental Pollution Control Processes" organised by Department of Chemistry on 06.02.2015. • Certificate Course on Rechargeable Batteries was conducted by Department of Chemistry for Final year B.Sc. (Chemistry & Physics) Students. • 31 New Computers were procured for Computer Lab and office. • About 1500 Books and 28 Journals were added in Library.

* Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

AQAR was placed in IQAC meeting only, and was approved by IQAC and College Management

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
Ph.D.	2	-	2	-
PG	5	-	3	-
UG	11	-	6	-
PG Diploma	1	-	1	-
Advanced Diploma	1	-	-	1
Diploma	1	-	-	1
Certificate	4	1	4	4
Others (M.Phil)	2	-	2	-
Total	27	1	18	6
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of Programmes

Pattern	Number of programmes
Semester	23
Trimester	-
Annual	5

1.3 Feedback from stakeholders*Alumni Parent 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.

The revision of syllabus is carried out by the University and the College does not have any role in it.

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
	72	58	13	-	1(Principal)

2.2 No. of permanent faculty with Ph.D.

21

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
-	9	-	-	-	-	-	-	-	9

2.4 No. of Guests, Visiting faculty and Temporary faculty

-

-

10

2.5 Faculty participation in conferences and symposia

No. of Faculty	International level	National level	State level
Attended Seminars/Workshops	9	31	16
Presented Papers	8	22	4
Resource Persons	1	-	-

2.6 Innovative processes adopted by the Institution in Teaching and Learning

The IQAC of our college gives guidance in the following areas to improve the teaching-learning process:

- i. Preparation of Teaching Materials/Models by faculty
- ii. Maintenance of Work done report
- iii. Training Programmes are given to students for National level exams such as JAM, NET

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 / evaluation reforms such as giving Photocopy of the answer scripts are carried out by the

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

6

-

1

2.10 Average percentage of attendance of students

91.26 %

2.11 Course/Programme wise distribution of pass percentage April 2015

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.(History)	39	-	17.95	82.05	-	100
B.Sc. (Mathematics)	30	46.67	40.00	10.00	3.33	100
B,Sc(Physics)	31	48.38	22.58	3.22	-	74
B.Sc. (Chemistry)	34	29.41	20.59	-	-	50
B.Com.	53	-	47.16	43.39	1.88	92
M.A. (History)	13	23.08	76.92	-	-	100
M.Com.	34	-	85.29	14.71	-	100
B.Sc.(Comp.Sci)	44	-	50.00	6.82	-	57
B.Com.(S.F)	58	-	5.17	43.10	34.48	83
B.Com. (Comp.App)	92	2.17	46.74	23.91	-	73
B.B.A.	60	-	36.67	33.33	26.67	97
B.A. (English)	67	-	5.97	35.82	40.30	82
M.Sc. (Comp.Sci& IT)	16	100	-	-	-	100
M.Com.(C.A)	15	20.00	46.67	-	-	67
M.A. (English)	42	-	33.33	66.67	-	100

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

Evaluation of teachers by the students is in practice in our Institution. Based on the response, corrective measures were initiated by IQAC. Soon after the publication of the University results, the pass percentage of students in each subject is tabulated and faculty members who handled the subjects are invited for a review, department wise. The short comings are discussed in detail. Then necessary direction is given by the Head of the Institution, academically weaker students are identified and given extra coaching classes. Newly appointed teachers are guided by the senior members of the department in the sphere of academic activities.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	9
Others	1

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	Aided - 24 S.F- 2	2	-	-
Technical Staff	Aided - 6 S.F - 1	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

Research committee encompassing a coordinator and five other staff members are monitoring and promoting research activities in the campus. Department of History and Commerce are recognized Research Centres of Madurai Kamaraj University. New research journals are subscribed by the college library. In total, 28 scholars are pursuing their research in collaboration with National and International Research Institutes and Universities.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	1	-	1
Outlay in Rs. Lakhs	-	2.768	-	9.558

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	6	6	-
Outlay in Rs. Lakhs	-	6.8	10.3	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	10	-	-
Non-Peer Review Journals	-	5	-
e-Journals	-	-	-
Conference proceedings	-	53	-

3.5 Details on Impact factor of Publications

Range Average h-index Nos. in SCOPUS

** Total Number of Scopus Citations*

3.5.1 No. of Journals published by the Institution

No. of Faculty served as Editors

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned (in Rs.)	Received (in Rs.)
Major projects	4	UGC	14,94,000	-
Minor Projects	2	UGC-SERO	10,30,000	1,65,000
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total			25,24,000	1,65,000

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP 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	-	1	1	2	4
Sponsoring agencies	-	ICHR	CICT	Management	Management

- 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 Management of University/College
- Total

- 3.16 No. of patents received this year

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

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

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

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

- 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 State level
National level International level

3.22 No. of students participated in NCC events

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

3.23 No. of Awards won in NSS

University level	<input type="text" value="1"/>	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="-"/>	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="-"/>	College forum	<input type="text" value="-"/>
NCC	<input type="text" value="5"/>	NSS	<input type="text" value="7"/>
		Any other	<input type="text" value="14"/>

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

NATIONAL SERVICE SCHEME

The five units of NSS 170,171,172,173 and 206 consisting of 570 volunteers undertook various service programmes under the able guidance and supervision of the programme officers Dr. Alagar, Mr. R.Jaganath, Mr.R.Vishnushankar, Mr.G.Srinivasagan, and Mrs. G.Gowri respectively.

- **Mr.R.Vishnushankar, NSS Programme Officer**, has received **“University NSS Award 2012-2013”** as **“Best N.S.S. Programme Officer”** from Col.Dr.Kalyani Mathivanan, Vice-chancellor of Madurai Kamaraj University, Madurai on 10.11.2014.
- NSS and Indian Society for Cultural Cooperation and Friendship jointly organized an awareness camp for **“Self-employment opportunities and Education for Youth”** on 15th June 2014. Dr.V.Venkataraman, Principal, Rajapalayam Rajus' College, addressed the gathering. Chief Guest Mr. R.Natraj, Director General of Police (retired) presided over the function and delivered a special address for the student community. Nearly **250** students participated in the camp and got benefitted.

- A One-day camp was organized by the NSS units in the adopted villages and an awareness camp on "*Cleanliness and dengue fever*" was given. A cycle rally was also organized carrying placards for dengue prevention messages. Totally **75** volunteers participated in the camp.
- A One Day Special Camp was organized by NSS and **30** volunteers rendered service in cleaning the premises of Mayuranadhar Swamy Temple on 22nd June 2014.
- A ***Blood Donation Camp*** was organized in our college on 23rd June 2014 in association with Rajapalayam Government Hospital, Indian Medical Association, Rajapalayam Branch and Rotary Club of Rajapalayam. Our NSS volunteers donated **40** units blood.
- **30** NSS volunteers rendered their service on the occasion of the ***fifth day festival of Sri Andal Temple Mahotsavam*** on 26th July 2014.
- **50** NSS volunteers along with the NSS Programme Officers rendered ***Crowd Management Service*** on the occasion of Sri Andal Temple Car Festival on 30th July 2014.
- NSS volunteers along with the NGO '***Makkal Eyakkam***' participated in a ***Rally on Gandhi Jeyanthi***. The volunteers, carrying banners and placards created awareness on 'Intoxication of Liquor' and 'Swachh Bharat Mission - Clean India'. The rally started from our College premises and ended at Gandhi statue and the participants paid homage to the Father of our Nation.
- A ***One Day Special Camp*** was organized on the occasion of ***Thirukarthigai*** on 5th December 2014 at Sivanantha Ashram in Ayyanarkovil. **120** volunteers rendered active service during the Annadhanam to the devotees.
- **80** NSS volunteers participated in the ***One Day Field Work*** at Sri Mayuranadhar Temple and cleaned the temple premises on 14th December 2014.
- An ***NSS Special Camp*** was organized by our NSS units 170,171,172, 206 and 173 at Kovilur, Devadhanam, Krishnapuram, Solaseri and Rediappati villages respectively from 17th December 2014 to 23rd December 2014. Nearly **350** NSS volunteers actively participated in the various Social Awareness Activities and Field Works. With the support of the following NGOs, the students and the village community were enlightened on various issues.
 - ❖ Sathya Sai Foundation on Disaster Management
 - ❖ Rotary PACR blood bank of Rajapalayam – blood grouping and blood donation camps.
 - ❖ BharathaMatha social service Movement – on entrepreneurial skills.
 - ❖ Forest Department, Government of Tamilnadu, Rajapalayam - Conservation of trees and planting saplings

Through the NSS social outreach programmes, students experienced the difficulties of living among the rural communities with insufficient amenities. They planted saplings, created awareness on health and hygiene. AIDS and Dengue awareness were given through rallies. The importance of blood

donation was also taught to them. They also organized workshops on Self-employment and initiated entrepreneurship skills. The volunteers also brought out skills and talents of children of the adopted villages through various events and competitions.

NATURE CLUB

- Nature Club is also called as Eco Club. **60** volunteers undertook various environmental service programmes in and around Rajapalayam under the guidance of the Coordinator Mr. R. Jaganath.
- A *three-Day Special Plastic Removal Camp* was organized at Sundara Mahalingam Temple in Sathuragiri Hills from 31st July to 2nd August 2014. About **50** Volunteers actively participated in that camp. Mr. R. Jaganath, the Coordinator and Mr. T. Ramesh, non-teaching staff guided the students to involve themselves effectively.
- Members from Wild Life Association of Rajapalayam (WAR) were invited for a Special Guest Lecture. They conducted a workshop on how to preserve our environment and also conducted a programme on Disaster Management. A Special Guest Lecture was arranged on the '*Role of Students in Environmental Protection*' by Mr. T. Subramaniam, Secretary of WAR (2012-2014) for our members. Members of the Nature Club participated in a cycle rally on the occasion of "World Forest Day" celebration on 08-10-2014. Nearly **45** Students participated in bicycle rally to create "Environment Awareness among Public" on 12-02-2015.

RED RIBBON CLUB

- The Red Ribbon Club of our college has been functioning with 100 volunteers with both boys and girls, rendering various awareness programmes under the expert guidance of our Principal Dr.V.Venkatraman and the programme officer Mr. A.Surendran. The objective of the Red Ribbon Club is to create awareness on Blood Donation, HIV-AIDS and other communicable diseases among the youth.
- The Principal Dr.V.Venkatraman, gave a lecture on "*HIV/AIDS Prevention*" for the volunteers on 27th January 2015 and distributed certificates to the programme officer and the volunteers who attended the programme.
- Two volunteers of our college participated in the *One day orientation programme* at Madurai Kamaraj University on 5th January 2015.

NCC- NATIONAL CADET CORPS

The NCC Company of our College is functioning under the Commandant Lt. C.Ramakrishnan.

Services rendered by our NCC cadets

- Field work was effectively done by our **30** cadets at Ayyanarkovil on July 20, 2014.
- Field work at Mahalingam temple by our **30** cadets in removing plastics and waste on 24th August 2014.
- Our NCC Cadets participated in the cycle rally on the theme **“SAVE FOREST”** from our college to the Ayyanar Temple on 10th September 2014.
- **40** NCC cadets participated in the programme **“Punarjagaran”** (Nehru Yuva Kendra) organized by Indian Government youth and sports club, Virudhunagar.
- **30** cadets rendered service in **removing plastics and waste**, at Mahalingam temple on 24.07.2014 and 27.4.2015.
- A **Cycle rally for “Save forest”** was conducted on 10th October 2014 by **15** NCC Cadets.
- **25** NCC cadets conducted cycle rally on 24th October 2015 regarding **“AIDS Awareness”** for the public.
- **40** NCC cadets participated in the **Mini Marathon Race** (10 km) organised by **VOC port trust**, Tuticorin. .

YOUTH RED CROSS

- The Youth Red Cross is a wing of Indian Red Cross Society Dr.K.Ramesh Kumar is the Programme Officer of the Youth Red Cross. Blood Donation is the prime objective of Youth Red Cross.
- On 27th June 2014, blood donation camp was held at our College in association with Government hospital, Rajapalayam branch. **70** units of blood donated.
- A Seminar on **“Knot Techniques in Disaster Management”** was held on 03-10-2014. Mr. R. Suresh, Sri Sathya Sai Trust, Rajapalayam delivered a lecture.
- **50** Youth Red Cross Volunteers rendered service work on the occasion of Temple cleaning held at Sri Mayuranatha Swami Temple Rajapalayam on 11-01-2015.
- Youth Red Cross Day was celebrated on 16-02-2015. Dr. K. Ramesh Kumar, delivered a Lecture on **“The Role of Volunteers in Youth Red Cross”**.
- **Two Day Disaster Management Training camp** was held on 21st and 22nd February 2015 at Sri Sivananda Ashram, Ayyanarkoil. **55** Youth Red Cross Volunteers got the training.

- **10** Youth Red Cross Volunteers rendered Service work on the occasion of *Free Eye Test Camp* held on 01-03-2015 at P.A.C.R. Pannai Maligai, Rajapalayam.
- **15** Youth Red Cross Volunteers engaged In “*Two Day Service Camp*” held at Sri Sivananda Ashram. Ayyanarkoil on 7-03-2015 and 08-03-2015.

BLOOD DONORS CLUB

Dr. V.Venkatraman, Principal, Rajapalayam Rajus' College has been a role model in donating blood. He has donated blood to the poor patients more than **54** times and saved the lives of many people. So far, more than **3960** students have donated blood since 1990 to the poor. Dr.K.Alagar, is the Coordinator of Blood Donors Club. In the year 2014-2015, **130** units of blood donated.

WOMEN DEVELOPMENT CELL

- WDC celebrated *Pongal* on 14-1-2015 at the Indoor Stadium. Cultural Programmes related to Social Awareness and Social Issues were conducted. Several competitions were also conducted on that occasion. Cultural Programmes were followed by Prize Distribution for the winners of the various Competitions held during this celebrations.
- Awareness was created through the film on ‘*Women Folk- Regina*’ for first year girl students on 25th March 2015. 350 girls watched the Documentary.
- *International Women's Day* was celebrated on 07-03-2015 through an enriching cultural and intellectual interaction. A team of **5** delegates from various fields participated in the celebrations, the theme being: *Women - Her Rights and Challenges*. Mrs V. Jayanthi, Chartered Accountant, delivered a lecture on *Financial Issues*. Mrs. Rajini Pethuraja, Tamil Writer gave a talk on *Spiritual Literature*. Mrs. S.J. Sumathy, Academician delivered a lecture on *Women Entrepreneur*. Dr. Kalyani, Psychotherapist interacted with the girls on *Socio-Psychological Disorders*. Dr. Uma Maheshwari, Gynaecologist, discussed on *Health and Hygiene*. Mrs Madhumitha, Tamil Writer and Translator, interacted about the *Economic Issues of Women today*. Mrs. Vasudeva Raja Latha, Librarian of the College made a powerpoint presentation on ‘*Women with a Vision*’. The interactive sessions were greatly beneficial to the students.

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	52 acres	-	-	52 acres	
Class rooms	43	6	UGC & Management	49	
Laboratories	4	-	-	4	
Seminar Halls	1	-	-	1	
No. of important equipment purchased (\geq 1 lakh) during the current year *	-	3	UGC & Management	3	
Value of the equipment purchased during the year (Rs. in Lakhs)	-	12.54084	-do-	12.54084	
Others	(Class Room Buildings, Road, Furniture, Rain water tunnel, etc.,) (Rs. in Lakhs)	-	32.93339	-do-	32.93339
	ICT (Rs. in Lakhs)	-	20.50911	-do-	20.50911

4.2 Computerization of administration and library

Office and library are fully automated.

4.3 Library services

	Existing		Newly added		Total	
	<i>Number</i>	<i>Value (Rs.)</i>	<i>Number</i>	<i>Value (Rs.)</i>	<i>Number</i>	<i>Value (Rs.)</i>
Text books	26,457	30,72,332	1,329	5,05,274	27,786	35,77,606
Reference Books	1,240	3,20,779	127	1,02,158	1,367	4,22,937
e books	-	-	-	-	-	-
Journals	94	20,137	28	36,496	122	56,633
e-Journals	-	-	-	-	-	-
Digital Database	-					
CD & Video	394		14		408	
Others (Specify) Dissertation & Maps	192		2		194	

4.4 Technology up gradation (overall)

	<i>Total Computers</i>	<i>Computer Labs</i>	<i>Internet</i>	<i>Browsing Centres</i>	<i>Computer Centres</i>	<i>Office</i>	<i>Departments</i>	<i>Others</i>
Existing	96	50	33	-	-	2	11	-
Added	31	23	-	-	-	8	-	-
Total	127	73	33	-	-	10	11	-

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

Students are given training to develop computational and programming skills through training programs. Certificate courses and professional job-oriented training courses such as **Certificate Courses in IT, Diploma in IT and Advanced Diploma in IT** were also conducted. Printers and necessary computer accessories were procured. 31 computers were purchased.

4.6 Amount spent on maintenance in lakhs

i) ICT

-

ii) Campus Infrastructure and facilities

Campus maintenance	Rs. 1,97,633
Generator maintenance	Rs. 22,765
Repair and maintenance	Rs. 5,57,378
Furniture maintenance	Rs. 1,650
Garden maintenance	Rs. 60,600
Annual maintenance charges	Rs.15,000
Total (in Lakhs)	Rs. 8.55026

iii) Equipment

-

iv) Others

-

Total :

Rs. 8.55026 Lakhs

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Our College provides a gamut of services including counseling, mentoring, tutoring, and hosts activities that would provide platforms for self-articulation and for enhancement of self-esteem. These services aim to enhance the students' skills and prepare them for the challenges that await them in the world outside. Our College helps in the admission process of identifying the Orphan and Semi-orphan students, economically poor and vulnerable students, academically weaker, physically and visually challenged students irrespective of their caste and religion.

SCHOLARSHIPS

Education is meant to be inclusive and our College has always followed an open door policy for students from disadvantaged sections of society. The College offers scholarships to deserving students. It takes note of various management and Government scholarships available to various categories of students, such as SC/ST, MBC, BC, differently abled, rural girls and helps them in the process of applying and receiving the Government scholarships and benefits.

Our College extends additional financial help through management concessions by identifying the target students in the first semester itself and helps in reducing the burden of paying their fee during their studies. It also taps the funds from philanthropists for the assistance of poor and vulnerable students. It helps in availing all the aforesaid scholarships without any delay and difficulty by helping them with academic advice and logistical support.

CAREER GUIDANCE CELL

Choosing the right career is not easy in this age of multifarious opportunities. The Career Guidance Cell offers career guidance and conducts training programmes. It facilitates Campus Recruitment for both undergraduate and postgraduate students. Career Oriented Training Programmes are organized for final year students. In the second half of the academic year, the Cell focuses on organizing campus placement drives, career guidance programmes and orientation on opportunities in higher education.

MENTORING

A good mentor can make a world of difference to a student who has to deal with several challenges in life and academics. The academic activities are tracked continuously for better monitoring and counselling. Under the mentoring system, faculty members offer students both academic and personal guidance. Mentors meet their wards frequently and keep a record of their progress.

REMEDIAL COACHING

Slow learners are not left behind at our College. Course teachers arrange remedial coaching for the academically weaker students in all the departments. This extra coaching helps first-generation learners, students from the vernacular medium and slow learners to cope with the challenges of higher education.

PERSONALITY DEVELOPMENT PROGRAMME

The objective of this programme is "Develop soft skills". This programme helps students from disadvantaged sections of society to become academically competent and socially responsible individuals. Training sessions for undergraduate students are conducted throughout the year. Students gain self-confidence through programmes on personality development. They are also trained in computer skills, language and communication skills and employability skills.

COUNSELLING CELL

The Counselling Cell caters to the specific emotional and psychological needs of the students. Two trained and experienced Professors act as counsellors and are available to give counselling at the right time.

HEALTH SERVICES

The campus has an infirmary where students who suddenly fall ill are taken care of until their guardians arrive to take them home. A visiting physician is ready to treat the students and attend emergency cases at any time of the day.

5.2 Efforts made by the institution for tracking the progression

The institution facilitates the student's progression to higher level of education through the following ways:

- The students are addressed through tutorial-ship and proper counselling. The attendance of the students is closely monitored and students who absent themselves for longer periods are readmitted if they possess a genuine reason and the parents are advised to monitor their wards. However the institution has genuine concern for such students and approaches the problem with humanitarian consideration.
- The college has a system of orienting the students towards placements right from the time of induction. Induction programmes is the first phase of career orientation which also features interaction with role models and successful alumni placed in reputed organizations across the globe. Further, institution facilitates employment of the students in the following manner:
 - ***Career Orientation by the Faculty:*** Teachers orient the students from the first semester onwards while they select seminar topics, assignments and eventually dissertations.
 - ***Fieldwork and Community Engagements:*** Application of theory is achieved through field work and community services arranged by the NGOs, Companies and Neighbourhood communities which enable greater networking, hands-on training and enhance placement prospects.
 - ***Industry/Alumni Interaction Initiative:*** Input/interactive sessions are provided with the help of the placement cell by inviting Industrialists and Corporates to help the students to sense the pulse of the job market on a regular basis. The college being in close contact with the Alumni, organizes periodic interactions - Meet Alumni and Meet Excellence - and also encourages external mentoring.
 - ***Uploading Resume in a Web-portal:*** The institution has made an arrangement with a Techno park based company to help to upload their resume of the students as soon as they complete their course, in order to enhance their placement prospects.

- **Career Notice Board in the Library & Career Notifications in the Main Notice Board:** All important notifications regarding career and employment opportunities are displayed on notice boards at library as well as in the lobby.

5.3 (a) **Total Number of students**

UG	PG	Ph.D.	Others
1941	274	28	270

(b) **No. of students outside the state**

-

(c) **No. of international students**

-

Men

No	%
1381	61.57

Women

No	%
862	38.43

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
47	702	4	1265	7	2025	644	570	2	1022	5	2243

Demand ratio: 1:2**Drop out: 2%**5.4 **Details of student support mechanism for coaching for competitive examinations (If any)**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**

The institution has a counselling cell consisting of one senior faculty member as coordinator and four members. This council identifies the students who are in need of academic and personal counselling. Their problems are taken into consideration and necessary solutions are given. If needed, students who require medical counselling are referred to professional

psychiatrists for further counselling and treatment. For career guidance, the placement cell provides the necessary resources. It also invites industrial establishment to the campus for on campus recruitment. It also enables the students to attend off campus interviews. The Principal Dr. V.Venkatraman plays a vital role in counselling the students who are in need of academic and personal counselling.

No. of students benefited

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
1	30	2	-

5.8 Details of gender sensitization programmes - Nil-

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	-	-

Financial support from government	575	Rs. 22,62,570.00
Financial support from other sources	8	Rs.4,985.00
Number of students who received International/ National recognitions	-	-

5.11 Student organized / 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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Mission Statement

- To contribute to Nation building by imparting quality higher education to rural youth.
- To inculcate the national spirit and instil a sense of social commitment in the minds of the youth to foster Universal Brotherhood.
- To promote the evolution of lawful and equitable society through higher education.

Vision Statement

- To provide Quality Higher Education to Rural students and nurture in them the values of Discipline, Devotion and Dedication and transform them into responsible citizens

6.2 Does the Institution has a Management Information System

-

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

6.3.1 Curriculum Development

- Curriculum development is carried out by the Board of Studies and Academic Council network by the University and some of our senior teachers being its members offer their suggestions in their respective Board Meetings and interact with the members of the various bodies of the University. They also help in the process of getting the approval and sanction for the revised syllabi and curriculum. In designing the curriculum we incorporate issues of contemporary relevance in tune with the model curriculum supplied by the UGC.
- The entire teaching faculties contribute substantially to the periodic revision and update of the curriculum which are ratified by the University.

6.3.2 Teaching and Learning

IQAC plays a crucial role in ensuring, sustenance and enhancement of quality of the teaching-learning process in the areas such as ICT enabled teaching-learning process, assessment and evaluation, research and planning and monitoring the quality of teaching-learning process.

- **ICT enabled teaching-learning process** to provide modern technological devices for the teaching-learning process; the IQAC suggested installing smart boards.
- **Planning and Monitoring the Quality of Teaching-learning Process**
- IQAC convenes Academic Council meetings in which the Principal, Vice-Principal and all HODs sit together to plan out the activities on a periodic basis.
- It monitors and follows up systematically on the planning and scheduling of Teaching - learning and evaluation process of the college in the meetings held periodically.
- It organizes academic programmes including seminars, conferences, workshops etc for the benefit of the faculty and the students.
- Moreover, IQAC invites eminent resource persons and arranges extension lectures. It also guides in
 1. Preparation of Teaching Materials by faculty
 2. Maintenance of Work done report
 3. Internal evaluation
 4. Getting student feedback

Learning Process

The college promotes a student-centric academic environment on the campus. We have adopted certain strategies for promoting student-centric learning and for providing adequate support structures and systems for teachers to develop interactive, collaborative and independent learning among the student community.

Student-centric Learning

The student-centric learning approach is integrated as a constitutive element in the teaching plan and pedagogic processes.

The interactive methodologies and strategies incorporated by the teachers are:

- A student-friendly synopsis is prepared for each module and the content of the module is taught in an interactive manner. Case study is a preferred method of instruction that allows the students to analyze and interpret given cases.
- Research-oriented assignments that encourage self-study are followed by panel presentations and discussions.
- Field work experiences are shared in the class where individual understandings are collectivised and reflected upon.
- In pedagogical practices in the classroom, the students are encouraged to read extensively, prepare their own notes and invest personal effort for learning the material. Students are asked to find and carry out creative assignments and seminars which give them autonomy and involvement. These seminars motivate students' personal learning which ignite discussions and feedbacks.
- Current issues are brought into the classroom for discussion and interaction wherein the students are encouraged to build up their own perspectives and positions on issues and concerns.
- Discussions, debates and quiz competitions are employed to make the learning student-centric.
- Students are encouraged to participate in various programmes which are person all earning opportunity for them.

Induction & Orientation Programme (IOP)

The main objectives of the programme are:

- To introduce the students to the process of knowledge building, pedagogical approach and learning culture of the college and familiarize them with the vision and mission of the college.

- To help the students to get acquainted with the various departments and activities of the college.
- To ensure the students' smooth socialization with the staff and senior students.
- A team of faculty members are assigned to conduct the programme.

6.3.3 Examination and Evaluation

- As an affiliated non-autonomous college, our college follows all the evaluation reforms initiated by the Madurai Kamaraj University. The Examination Committee as per the academic calendar prepares the schedule for Internal Assessment Test (IAT). Question paper setting is done according to the norms of the University.
- Soon after the publication of the University results, the pass percentage of students in each subject is tabulated and faculty members who handled subjects are invited for a review department wise. The short comings are discussed in detail and necessary directions are given by the Head of the Institution.

Evaluation

The College follows semester system in which IAT and End Semester Examinations are adopted for the academic evaluation of students. The IAT includes marks for seminar presentation, assignment and test papers.

Specific aspects incorporated into evaluation include the following

Evaluation of assignments and seminars are carried out based on well-defined criteria. The answer papers and assignments are handed over to students after the evaluation to ensure transparency. There is a feedback system on the results of internal assessment. After the continuous assessment marks are finalized, it is exhibited on the class notice board so that students can verify it. Only after getting their signature it is sent to the University. If there is any anomaly, they can meet the teacher concerned and further if required can approach the HOD to present their grievances. Each department has a customized field work evaluation system.

The End Semester Examinations (ESE) is scheduled, conducted and the answer papers are evaluated by the University for all the Courses.

6.3.4 Research and Development

The college encourages the teachers to take up research in their respective fields. At present seven qualified staff in the Department of History, Commerce and Tamil are guiding 28 Ph.D. Scholars. In the past four years two Major Research Projects and five Minor Research Projects funded by UGC were pursued by our staff. Moreover staff members of the Department of Chemistry and Physics in collaboration with faculty members of other colleges and universities have published research articles in peer reviewed journals and e-journals. The Department of History publishes a research biannual journal entitled “Quest Historica” – a Journal of History.

6.3.5 Library, ICT and physical infrastructure / instrumentation

There is an advisory committee consisting of the librarian, a coordinator and five members. The system of lending books to the students and staff was systematized. The library is following closed access system. However on the recommendation of the committee the staff members and research scholars are given open access. To make the library user friendly and for the optimum use of the available resources, a lending schedule has been prepared by the committee and implemented.

6.3.6 Human Resource Management

There is a substantial increase in the Staff strength in both teaching and non-teaching staff due to increase in the number of students. The extra financial burden is being met from the Management fund.

6.3.7 Faculty and Staff recruitment

The institution takes utmost care in planning and managing its human resources to ensure qualified and competent teachers are recruited and retained in the institution.

The strategies for the recruitment and retention of the faculty are given below:

Recruitment of the Teachers

Recruitment of the teachers in the college is a rigorous process undertaken as per the norms prescribed by the Government of Tamil Nadu and UGC. The Staff appointment is based purely on merit and in a transparent manner. All vacancies are notified in national and local newspapers, college website and career publications and sufficient time is given to the candidates for submitting completed application forms. This is followed by a systematic interview by the board constituted for the purpose as per the norms of the University.

The candidates are expected to take a demonstration class to prove their proficiency in teaching. Recruitment of teachers is also made on the basis of pure merit. Faculty selection is done with utmost discretion, where the primary focus is on the non-negotiable factors such as academic excellence (those with higher qualifications, teaching experience and publications are given weight-age) and the suitability of the candidate vis-a-vis the institutional vision.

The selected faculty members are given orientation to the ethos, work culture and institutional expectations through various sessions by the Management, the Principal and the senior faculty members. They are gradually inducted into the college life by involving themselves in various committees and tasks. All the vacancies have been filled. However, the college Management has appointed Teachers temporarily at their own expense so that the students are not affected.

6.3.8 Industry Interaction / Collaboration

The Department of Chemistry has the following Industrial interactions.

Industrial interactions

Sharing of technical knowledge as well as consultancy services are carried out in collaboration with micro and small scale industries, such as Aravindh Herbal Labs Pvt. Ltd., Rajapalayam and Srimaan's Aqua Systems, Rajapalayam based on academic and applied research activities. This inculcates real-time industrial developments and problems, besides academia based knowledge.

6.3.9 Admission of Students

Admission of students is purely governed by the rules of the State Government. This year we have an increase in strength of the students as more number of girls joined in our college.

6.4 Welfare schemes for

Teaching	-
Non teaching	-
Students	1

6.5 Total corpus fund generated

Rs.1,63,000/-

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	No	--	No	--
Administrative	Yes	Govt	Yes	College Auditor

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

For UG Programmes Yes No

For PG Programmes Yes No

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

As our college is an affiliated college, reforms introduced by the University are implemented.

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

Our college has not applied for Autonomy in this academic year

6.11 Activities and support from the Alumni Association

The Alumni Association has implemented a drinking water scheme in the Campus this year.

6.12 Activities and support from the Parent – Teacher Association

The Parent Teacher Association helps in giving salary to the substitutes appointed in place of regular vacancies that remained vacant as the Government has not approved some retirement vacancies since June 2011. The parents support the actions taken by the teachers to improve the Academic Environment. The PTA Executive Council meets thrice a year and offer suggestions to the Management. In this year an amount of Rs. 5,95,333 has been spent on staff salary.

6.13 Development Programmes for support staff

In this year no programmes are executed for support staff.

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

- Our college Campus is lush green with hundreds of trees as the Institution is situated downhill of the Western Ghats. However saplings are planted periodically. Environmental Management Programme is organized after the class hours, during which students clean the premises of the college under the guidance of teachers. This helps students to realize the value of keeping the environment clean.
- The college maintains separate waste bins on the campus for the collection and segregation of biodegradable and non-biodegradable wastes. It creates awareness among the students regarding the scientific disposal of waste. Efforts are taken to make the college campus plastic free.

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.

- In this year our campus has become a plastic free zone.
- Emission of toxic gases and usage of excess chemicals in our Chemistry lab has been reduced considerably.
- We have introduced a *Dress code for Female Students and Female Staff members* from this year keeping in mind the cultural and social obligations of the Society. This has instilled self confidence among them.

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

Plan of Action	Achievements
1. The main plan is to complete the swimming pool project partly financed by U.G.C.	The Swimming Pool project has been almost completed.
2. To increase the Strength of Rural Girl students who need quality education at an affordable cost.	Total of 862 (38.43%) girl students admitted in this academic year.

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals) Provide the details in annexure (annexure need to be numbered as i, ii,iii)

(1) **“No Capitation No Donation”** is one of the prime healthy practices followed by our college right from its inception. The college was established way back in 1973 with the noble cause of providing collegiate education to the students especially the economically weaker section of the society. This being the Vision and Mission of the founders of our college, though we have crossed forty years of serving the community still we uphold the same practice and continue to do the same in the years to come.

There is a voluntary contribution of scholarships from the staff members of the institution to the poor and the disabled students. It is one of the best practices followed every year to provide education for economically backward students.

7.4 Contribution to environmental awareness / protection

The institution has taken a number of initiatives to make the campus eco-friendly.

Eco-friendly Campus

The institution has an eco-friendly campus. The college building in the lush green ambience bears testimony to it. It is a building with sufficient windows and verandas which ensure free flow of fresh air to classrooms. The institution has a practice of collecting dried leaves and decomposing them in compost pits and then using it as manure for the trees. The campus has a very systematic waste segregation process.

Water Harvesting

The campus has a natural landscape very conducive to water shed management. The campus has an inbuilt catchment area where rain water is being collected during the monsoon through concrete channels of 1000 meters length, built at a cost of Rs.27,000,00. This helps to recharge the groundwater and thereby replenish the well that provides the campus with abundant water supply throughout the year.

Efforts for Carbon Neutrality

The institution makes a sincere effort to promote carbon neutrality in the campus by strictly adhering to its policy of not burning dry leaves and degradable or non- degradable waste.

Plantation: Plantation of saplings is part and parcel of the extension activities. The campus has enough green cover and presents a magnificent view under the foot of the Western Ghats.



7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add.

(For example SWOT Analysis)

SWOT analysis is not carried out.

8. Plans of institution for next year

- To increase number of Ph.D. programmes
- Creating more Research facilities
- Purchase of additional instruments for Laboratories and furniture for classrooms.

Name: **Dr.M.Vaidyanathan**
Associate Professor in Mathematics



Signature of the Coordinator, IQAC

Name: **Dr.V.Venkatraman**
Principal



Signature of the Chairperson, IQAC
