



E.M.G.YADAVA WOMEN'S COLLEGE, MADURAI-14
(An Autonomous Institution – Affiliated to Madurai Kamaraj University)
Re-accredited (3rd Cycle) A⁺ & CGPA 3.51 Grade by NAAC



ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC
2017-2018

Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution	E.M.GOPALAKRISHNA KONE YADAVA WOMEN'S COLLEGE
1.2 Address Line 1	NEW NATHAM ROAD
Address Line 2	THIRUPPALAI
City/Town	MADURAI - 14
State	TAMIL NADU
Pin Code	625014
Institution e-mail address	principal@emgywomenscollege.ac.in
Contact Nos.	a) 0452 – 2681247 b) 98421- 42677
Name of the Head of the Institution:	Dr.(Mrs.)R. Poovazhaki
Tel. No. with STD Code:	0452- 2681247
Mobile:	98421 - 42677
Name of the IQAC Co-ordinator:	1. Mrs. S.Muthulaxmi 2. Dr. (Mrs.) V.Vijaya

Mobile:

1. 9940714012

2.9894172656

IQAC e-mail address:

1. laxypnpm@gmail.com

2. veluvijaya@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

TNCOGN10409

1.4 NAAC Executive Committee No. & Date:

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

EC(SC)/21/A&A/5.3

23/01/2017

1.5 Website address:

www.emgywomenscollege.ac.in

Web-link of the AQAR:

<http://www.emgywomenscollege.ac.in/aqar-report.php>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B ⁺⁺	----	2003	5 years
2	2 nd Cycle	A	3.17	2010	5 years
3	3 rd Cycle	A ⁺	3.51	2016	5 years
4	4 th Cycle	---	---	---	---

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

19/01/2004

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

2017-2018

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))

1. AQAR (2010- 2011) - submitted to NAAC on 20/10/2011
2. AQAR (2011-2012) - submitted to NAAC on 30/09/2012
3. AQAR (2012-2013) - submitted to NAAC on 30/10/2013
4. AQAR (2013-2014) - submitted to NAAC on 09/01/2015
5. AQAR (2014-2015) - submitted to NAAC on 07/10/2015
6. AQAR (2015-2016) - submitted to NAAC on 30/09/2016
7. AQAR (2016-2017) - submitted to NAAC on 12/10/2017
8. AQAR (2017-2018) - submitted to NAAC on 31/10/2018

1.10 Institutional Status

University	State	<input checked="" type="checkbox"/>	Central	<input type="checkbox"/>
	Deemed	<input type="checkbox"/>	Private	<input type="checkbox"/>
Affiliated College	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Constituent College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Autonomous college of UGC	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Regulatory Agency approved Institution	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

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

Type of Institution	Co-education	<input type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input checked="" type="checkbox"/>
	Urban	<input checked="" type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>
Financial Status	Grant-in-aid	<input checked="" type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>
	Grant-in-aid + Self Financing	<input checked="" type="checkbox"/>	Totally Self-financing			<input type="checkbox"/>

1.11 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>
		Law	<input type="checkbox"/> NA	PEI (Phys Edu)	<input type="checkbox"/> NA
		TEI (Edu)	<input type="checkbox"/> NA	Engineering	<input type="checkbox"/> NA
		Health Science	<input type="checkbox"/> NA	Management	<input type="checkbox"/> NA

Others (Specify)

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

1.13 Special status conferred by Central/ State Government—

Autonomy by State/Central Govt. / University UGC / CSIR / DST/DBT/ICMR etc

University with Potential for Excellence	<input type="checkbox"/> ---	UGC-CPE	<input type="checkbox"/> ---
DST Star Scheme	<input type="checkbox"/> ---	UGC-CE	<input type="checkbox"/> ---
UGC-Special Assistance Programme	<input type="checkbox"/> ---	DST-FIST	<input type="checkbox"/> ---
UGC-Innovative PG programmes	<input type="checkbox"/> ---	Any other (<i>Specify</i>)	<input type="checkbox"/> ---
UGC-COP Programmes	<input checked="" type="checkbox"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="11"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="2+2=4"/>
2.3 No. of students	<input type="text" value="2"/>
2.4 No. of Management representatives	<input type="text" value="1"/>
2.5 No. of Alumni	<input type="text" value="2"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>
2.8 No. of other External Experts	<input type="text" value="2"/>
2.9 Total No. of members	<input type="text" value="24"/>
2.10 No. of IQAC meetings held	<input type="text" value="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.	<input type="text" value="30"/>	International	<input type="text" value="---"/>	National	<input type="text" value="---"/>
		State	<input type="text" value="2"/>	Institution Level	<input type="text" value="28"/>

(ii) Themes

1. Implications of GST
2. Dr. J.C. Kumarappa on Gandhian Thought
3. Patel's National Integrity
4. Big data Analytics
5. Ramanujan's Contributions
6. Women Mental Health
7. Recent Domain and Emerging Technology
8. The Trends in New Literature
9. Personality Skills and Interview Tips
10. Budget 2018
11. Advance Techniques in Web
12. Python Language
13. Android Application Development
14. Padipom Pakirvom
15. Goods and Services Tax
16. Internet of Things
17. Lamp Introduction and Technical Session
18. Android
19. Concepts on PHP
20. Logical Thinking
21. Kovil Kalai Marabugal
22. Tholkappiyam – Eluthu Adhigaram
23. Makkal Thagaval Thodarbiyal
24. Workshop on Latex
25. Workshop on Soft Computing
26. Healthy Life through Healthy Diet

- 27. Naatupuraviyal
- 28. Emerging Trends in IT Industry and Job Oppurtunity
- 29. Oscar Wilde’s Lady Windermere’s Fan
- 30. Science Expo ‘2017

2.14 Significant Activities and contributions made by IQAC

- 1. IQAC plans, monitors, executes and evaluates the activities of various cells. The strenuous efforts of Principaland members of IQAC contributed to the success of getting highest grade by NAAC.
- 2.IQAC motivated research publication **15** papers were published in the National and International Conferences.

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
1.To submit AQAR to NAAC	1.AQAR was submitted on 12.10.2017
2. To revise the Syllabi of III and IV Semesters for UG and PG courses.	2. Revised the syllabi of III and IV Semesters for UG and PG courses.
3. Curriculum cell plans to conduct a seminar and guest lecture.	3.Organized a Seminar on “E-Learning and MOOCs” and Guest Lecture on “Curriculum Development”
4. Teaching Learning cell plans to organize a Colloquium and Guest Lecture	4. Organized a colloquium on “Examination Reforms” and a Guest Lecture on “ Innovative Teaching and Learning Methodology”
5. All the department plan to organize Three Guest Lectures for Students and a Research Motivation Programme for faculty	5. Totally 30 Seminars were organized. Each department organized for students and research motivation programme in various disciplines.
6. To equip the class room with ceramic boards.	6.All the classrooms were furnished with ceramic board.
7. To enhance the number of library books and computer with Internet	7. Books and computer Facility were increased.

facility.	
8. To organize NAAC sponsored IQAC seminar.	8. Applied for Financial Assistance.
9. To encourage faculty with Doctoral Degree to apply for Ph.D Guideship.	9.Six faculty members got Ph.D Guideship.
10. To render consultancy service to the public and to generate more revenue.	10. Initiated the revenue generation through the sales of vermicompost manure preparation and products made by self development programme.
11. To collect online Feedback.	11.Yet to be done.
12. Research and development cell propose to arrange seminar and workshop.	12. Organized a seminar on “Learning, Unlearning, and Relearning The Mandate” and workshop on “The Contemporary Literary Vogue”.
13.To have a shift from MS. Office to LINUX	13.Yet to be done.
14. To obtain over all feedback.	14. Feedback was collected and analyzed.

* 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

1. Action planned	-	14
2. Carried out	-	11
3. Yet to be done	-	3

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	---	---	---	---
PG	8	---	8	---
UG	17	---	12	---
PG Diploma	1	---	1	---
Advanced Diploma	2	---	---	2
Diploma	5	---	---	2
Certificate	12	---	---	2
Others : M.Phil	2	---	4	---
Total	47	---	25	6

Interdisciplinary	---	---	---	---
Innovative	10	---	---	---

✓

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	27+2
Trimester	---
Annual	21

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.

Yes, the syllabi of all UG and PG courses were revised for III & IV semesters.

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

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
151	146	05	---	---

2.2 No. of permanent faculty with Ph.D.

31

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
---	13+2	---	---	---	---	---	---	---	15

2.4 No. of Guest and Visiting faculty and Temporary faculty

47

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	12	05	8
Presented papers	22	13	---
Resource Persons	---	---	5

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

- To motivate the students to improve their learning each department follows these strategies:
 1. Class Seminars

2. Debate
3. Book review
4. Group discussion
5. Digital Language lab
6. Paper presentation
7. Laboratory work
8. CD-Rom (practical Demo)
9. Learning through activity
10. smart class room
11. Subject based quiz programmes
12. Role play
13. Verse Writing
14. Power point presentation
15. Short story writing.

➤ Student centered teaching strategies were introduced. The faculty of various department resort to various teaching learning methods

1. Audio- Visual Method
2. Smart Classroom with LCD
3. Lab work
4. Interactive white board
5. Learner -Centered grasping activities
6. Students seminar
7. Computer Based learning

❖ Three internal tests have been conducted from the academic year 2017 – 2018.

Genuineness Certificate issued by our institution through online for the benefit of the student.

- ❖ Students can avail on line application for UG and PG Courses admission.
- ❖ Teaching Learning cell of IQAC in our college organized Colloquium on “Examination Reforms” (Under UGC-Autonomous Grant) on 07/02/2018. Dr . Mr. P. Rajendran, Dean & Controller of Examinations, Head & Associate Professor, PG & Research Department of Zoology, Vivekananda College, Thiruvudagam West, Madurai consented as a resource person on this occasion.
- ❖ Teaching Learning cell of IQAC in our college organized guest lecture programme on “Innovative Teaching and Learning Methodology” (Under UGC Autonomous Grant) on 26/02/2018. Dr.(Mr).J.John Sekar , Dean of Academic Policies & Administrations , Head & Associate Professor , Research Department of English, The American College, Madurai consented as a resource person on this occasion.

2.7 Total No. of actual teaching days during this academic year 200

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

- Open Book Assignment, Bar coding, Photocopy and supplementary examination.
- Single valuation for UG and PG, double valuation for M.Phil.

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

8	151	---
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2.10 Average percentage of attendance of students 95.09

2.11 Course/Programme wise distribution of pass percentage :

S.No	Title of the Programme	Total no. of students appeared	Division				
			Distinction%	I %	II %	III %	Pass %
1.	B.A Tamil	48	---	30	15	1	96
2.	B.A English (R)	74	---	10	56	8	100
3.	B.A English (SF)	130	---	7	70	40	90
4.	B.A History (TM)	45	---	6	24	7	82
5.	B.A. History (EM)	33	---	6	19	5	91
6.	B.Sc Zoology	38	---	31	2	---	87
7.	B.Com (R)	71	1	28	33	2	90
8.	B.Com (S.F)	60	---	11	32	9	87
9.	B.Com(CA)	136	---	100	25	---	92
10	B.Sc Maths(R)	82	38	38	5	---	99
11	B.Sc Maths(S.F)	82	19	57	2	---	95
12	B.B.A	40	---	23	13	---	90

13	B.Sc (CS)	88	7	79	1	----	99
14	B.Sc(IT)	47	3	32	10	----	96
15	B.Sc (Physic)	52	5	44	2	---	98
16	B.Sc (N&D)	25	3	14	---	---	68
17	BCA	50	---	48	2	---	100
18	B.Sc (Chemistry)	49	5	39	2	----	94
1.	M.Sc (Maths)	26	11	15	---	---	100
2.	M.SC IT	13	4	9	---	--	100
3.	MCA	7	---	2	---	----	29
4.	M.A English	24	----	18	5	----	96
5.	M.Com (CA)	18	1	14	---	---	83
6.	M.Sc Physics	10	---	10	----	----	100
7.	MCA Lateral Entry	21	6	13	----	----	90
8.	M.A Tamil	9	----	9	----	----	100
9.	M.A History	18	----	14	4	----	100

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

<ul style="list-style-type: none"> ❖ IQAC contribute by organizing orientation and faculty development programme for the newly recruited staff. ❖ ICT enabled teaching was adopted for the enhancement of teaching process. ❖ Teaching and Learning cell of IQAC monitored and evaluated the teaching, skill of individual faculty members from all the department by the way of obtaining feedback from students using 3 point scale parameters . ❖ By conducting internal audit, the verification of authenticity and existence of various records and registers. ❖ As a part of quality sustenance measures, the various cell of IQAC collect feedback from students from curriculum, Teaching ability and Infrastructure criterias. ❖ Feedback from alumni and parents are recorded.
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2.13 Initiatives undertaken towards faculty development

96

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	----
UGC – Faculty Improvement Programme	6
HRD programmes	----
Orientation programmes	3
Faculty exchange programme	----
Staff training conducted by the university	2
Staff training conducted by other institutions	27
Summer / Winter schools, Workshops, etc.	7
Others (MOOCS - Meeting)	51

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	67	19	-----	----
Technical Staff	7	-----	-----	----

Criterion – III**3. Research, Consultancy and Extension**

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

- ❖ The Management gives Rs1000 as an increment for getting Ph.D.
- ❖ The Staff are motivated to attend and present papers in Conferences, Seminars, Workshops also to do Minor Research projects.
- ❖ **State Level Science Expo-(2018)** was organized at our college Premises for two consecutive days on 09.2.2018 and 10.02.2018 from 9.30 am to 4.00pm. **Dr.(Mrs).A.Suganthi**, Registrar, Mother Teresa Women's University Kodaikanal, inaugurated the exhibition. The students of various colleges and schools have been benefited through this Science Expo.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	---	2	2	---
Outlay in Rs. Lakhs	---	3,30,000	---	---

3.4 Details on research publications

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

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	--	--	--	--
Minor Projects	2	UGC	4,70,000	3,30,000
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects (<i>other than compulsory by the University</i>)	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	4,70,000	3,30,000

3,30,000

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

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

organized by the Institution

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	--
	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

7

26

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

5

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

JRF

SR

Project Fellows

Any other

3.21 No. of students Participated in NSS events:

University level

State level

National level

International level

3.22 No. of students participated in NCC events:

University level

State level

National level

International level

3.23 No. of Awards won in NSS:

University level

State level

National level

International level

3.24 No. of Awards won in NCC:

University level

State level

National level

International level

3.25 No. of Extension activities organized

University forum	<input type="text" value="----"/>	College forum	<input type="text" value="29"/>
NCC	<input type="text" value="----"/>	NSS	<input type="text" value="29"/>
		Any other	<input type="text"/>

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

Consultancy and Extension activity by departments

- ❖ Net Banking
- ❖ Filling the Deposit form, Withdrawal challan and challan for NEFT, Demand Draft and other forms used in banks
- ❖ Internet Access
- ❖ Impact of Internet Usage in Today's World
- ❖ Project on Science and Maths (RAA)
- ❖ Quantitative Aptitude
- ❖ Basic Concept of Internet and Intranet
- ❖ Searching Information from the Web
- ❖ e-Billing using wallet
- ❖ Handling Practical's for X standard students (Science)
- ❖ Preparation of household things
- ❖ Online Ration Card Registration
- ❖ Importance of Phytochemicals in Food
- ❖ Tamil Elakkanam
- ❖ Hand Craft
- ❖ Play - Oscar Wilde's Lady Windermere's Fan

Social Initiatives by NSS

- ✓ International Yoga Day
- ✓ Blood Donation Camp
- ✓ Tree Plantation Programme
- ✓ World Youth Day Mini Marathon Race

- ✓ Thoomaiyae Sevai
- ✓ Dengue Awareness Programme
- ✓ Run For Unity
- ✓ Youth Empowerment Programme
- ✓ Eye and Dental Camp
- ✓ Mega Blood Donation Camp
- ✓ Women's Law Awareness in Railway
- ✓ Road Safety Programme

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	94132283 (Sq. ft)	----	---	---
Class rooms	82	----	Management	82
Laboratories	12	---	Management	12
Seminar Halls	2	---	Management	2
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	0	0	Management	0
Value of the equipment purchased during the year (Rs. in Lakhs)	984031	282772	Management	1266803
Others	231050	-----	Management	231050

4.2 Computerization of administration and library

<ul style="list-style-type: none"> ▪ Administrative office, COE office and Library are automated. ▪ AUTOLIB is used in Library
--

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	47042	9224551	965	48007	48007	9272558
Reference Books	2034	897000	120	2154	--	--

e-Books	--	--	--	--	--	--
Journals	223	1323750	--	96,750	223	323750
e-Journals	--	--	--	--	--	--
Digital Database	--	--	---	--	--	--
CD & Video	675	--	--	--	675	--
Others (specify)	--	--	--	---	--	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	298	231	1	15	11	8	17	15
Added	8	---	---	---	---	---	8	--
Total	306	231	1	15	11	8	25	15

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

- * Awareness on Recent applications in Computer is given to all faculties.
- * Internet Access is available in our college.
- * Computer paper is mandatory for all students.

4.6 Amount spent on maintenance in lakhs :

i) ICT	---
ii) Campus Infrastructure and facilities	299351
iii) Equipments	234969
iv) Others	---
Total :	534320

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- ❖ The institution publishes its updated prospectus and academic calendar annually.
- ❖ Union Office bearers disseminate information to the fresher's about the amenities in the College Campus.
- ❖ In the Orientation programme the Principal, S.F Director, A.O, Dean, Controller, Heads

of multiple disciplines, various Cell Heads and Physical Director address the fresher's about salient features of CBCS, selection of Major and Non Major Elective papers and the benefits of Certificate/Diploma & Self Development Courses.

- ❖ The Controller of Examination explains about continuous assessment, summative examination and about the payment of fees and the declaration of results.
- ❖ The Heads of the department explain course structure.
- ❖ The various Cell Head explain the benefits of availing Grievance redressal, Career guidance & Placement cell. The benefits of joining YRC, RRC, Entry in service, Taking club, Readers club, Women cell, Gandhian Thought, Consumer Club, Entrepreneur club, Self development, World University service, Alumni association and NSS are also highlighted.
- ❖ The Physical Director stresses the necessary of physical exercise, sports facilities, Yoga and Karate practices and availability of free medical facilities.
- ❖ Students service organisation is functioning effectively with students service officers drawn from various faculty representing the different departments. S.S.O is headed by two senior faculty and 21 staff members and students union office bearers. They play an active role in enhancing students involvement in college activities and facilitate the participation of students in intercollegiate meet, youth festival organised by MKU and motivate the students to win prizes and medals. They conducts orientation program for the freshers and organises program on road safety, human rights and cultural program for the students. Placement cell conducts training programmes for the students and arranges job fair in collaboration with employers. Tutor-ward system provides necessary guidance to the students in solving the problems and positive way of approaching the problems. Personality development course is conducted for the final year students to enrich their intellectual strength. Entry in service, NET, SLET coaching classes trains the students to appear for competitive examination. Various clubs like Talking club, Readers club, Eco club, Citizen Consumer Club, Entrepreneurial club. Women cell make transformation in character, capacity and confidence of students. Self Development programs on Two wheeler/ Four wheeler driving / Beautician course, training in Glass painting, Fabric painting, blouse designing and jewel making, doll decoration, jute bag making and tailoring were organised for the benefit of students and staff.
- ❖ IQAC consolidate the student feedback on student support services and infrastructure.

5.2 Efforts made by the institution for tracking the progression

- Academic performance of the students is measured by conducting three internal assessment tests and summative examinations.
- After tracking down the academic performance, the students with higher ability will attend self development programmes and slow learners attend remedial coaching.
- The attendance of the students is monitored through software
- Toppers in academic performance are awarded with proficiency prizes.
- NET/SET coaching classes are arranged for the students.
- Individual attention is given to Sports students in their academic progression.
- The Mentor-Mentee system is functioning effectively to track the progression of their wards.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3777	353	-----	-----

(b) No. of students outside the state

8

(c) No. of international students

No	%
--	---

Men

Women

No	%
--	--

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1056	418	---	2716	4	4194	976	401	2	2744	7	4130

Demand ratio

UG(R)- 1:5
UG(SF)-1:3
PG(SF)-1:2

Dropout %

1.428%

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

- * Orientation programmes for pursuing professional courses like CA, ACS and ICWA were given by the Department of Commerce.
- * Coaching classes for competitive examination is organised by the cell of **Entry-in- service.**
- * NET/SLET coaching classes are organised for the faculty and PG students.

No. of students beneficiaries

356

5.5 No. of students qualified in these examinations

NET	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text" value="16"/>

5.6 Details of student counselling and career guidance

- ❖ Tutor – ward system is functioning in our institution. Each tutor is organised with 25 students and the meet of Tutor-ward is conducted on last Friday of every month. Tutors take care of the attendance, academic performance, inter-personal relationship in the class and other aspects within the campus. Counselling by professional counsellors has been arranged on alternate Fridays of every month.
- ❖ Career guidance and placement cell organises Personality development certificate courses for the final year students. The cell organises guest lectures on employment opportunities for the benefit of students.
- ❖ CSR foundation organised a free training programme in business communications and personality development for 40 final year students for a period of three months.

No. of students benefitted

1154

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
---	---	---	34

5.8 Details of gender sensitization programmes

- Women’s cell conducted a nationwide competition to create awareness about the legal rights of women. An Examination is conducted on the topics of “Dowry Prohibition Act, The Criminal Law Amendment Act and The Sexual Harassment of women at work place Act” for all the final year students.
- A lecture is conducted on the topic of “PCOS in adolescent girls” by **Dr. M. Hemalatha** M.D., D.G.O., D.N.B., MNAMS., for all final year students to create awareness in their health.
- Our college conducted a seminar on ‘Women Mental Health’. The guest of Honor was Mr. Janarthanan Babu, The Director of Mental Health organization

Chellamuthu Trust, Madurai, whose speech was highly insightful focusing on the psychological issues faced by the teenagers.

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

Cultural: State/ University level National level International

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	165	9,24500
Financial support from government	1027	37,46,241
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:

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:	To provide Value-based education to the educationally, socially, economically backward and underprivileged rural women students and contribute towards promoting Women Empowerment to build a strong and healthy society.
Mission:	To enlighten the women, mainly from rural areas and backward communities through Value-based education, moulding students into leaders, entrepreneurs and nation-builders.

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

- ❖ The institution has academic freedom and the curriculum is designed in alignment with the institution mission. It focuses on multi skill development of students in order to ensure employability. The curriculum under CBCS enables the students to select their own choice of Major electives, Non-major electives and Skill based electives.
- ❖ Choice Based Credit System followed in the institution facilitates horizontal mobility. Certificate and diploma courses that are offered by various disciplines enable the students to have horizontal mobility and also to acquire skills in other discipline.
- ❖ The curriculum is revised once in three years and also whenever there is a need. Design and Revision of curriculum is done based on the demand of recent development as well as feedback from stakeholders. The feedback highlights the relevance and appropriateness of curricula in catering to the needs of the society, economy and environment.
- ❖ The college follows the guidelines for curriculum development and restructuring set down by the Madurai Kamaraj University, TANSCHER and UGC. The Board of studies, the Academic Council and the Governing Body of the Institution are constituted according to the norms laid down by the UGC.

6.3.2 Teaching and Learning

- ❖ The teachers are motivated to introduce an interactive and participatory approach, creating a feeling of responsibility in learning and make learning a process of construction of knowledge.
- ❖ Professional competencies of teachers are enhanced through periodical training in teaching technique. Induction training, spoken language and computer training classes are arranged for the newly recruited faculty.
- ❖ **Remedial classes** for the under privileged section of the students society are conducted regularly.
- ❖ **Entry Level Test** is conducted for the first year students to know their level of learning and **Bridge Course** classes are arranged according to their level of performance.
- ❖ ICT enabled teaching make the learning students centred and extracting the contribution of students.

6.3.3 Examination and Evaluation

- ❖ Semester system with continuous Internal Assessment is followed for UG, PG and M.Phil Degree courses. Three Internal Assessments test are conducted for the benefit of students. Annual examination system is followed for Certificate, Diploma and Advanced Diploma Courses.
- ❖ The evaluation process consists of continuous Assessment and summative examination.
- ❖ Results will be published within 10 days after the completion of all examinations. Results will be published in the college campus and also will be uploaded in the website. Results will be declared only after the perusal of students performance by the Heads of the Department and the approval of Awards committee is mandatory for the publication of examination results.
- ❖ Students are allowed to apply for Revaluation / Retotalling / Xerox copy within 10 days after the publication of results.
- ❖ Students are permitted to appear for the supplementary examinations in the same semester for the failed subjects.
- ❖ Supplementary Examinations are conducted within 15days after the publication of Summative Examination result in every year January and June respectively.
- ❖ Students should have a minimum of 75% of attendance in a semester for

appearing in the examination. The students who lack the minimum attendance, below 50% will not be allowed to write examinations, they are asked to repeat their period of study again in that particular semester.

6.3.4 Research and Development

Research and Development is a systematic activity involving teachers to develop their expertise in the area of their interest. **15** research papers were published national and international seminars and conferences. **5** scholars have obtained doctoral degree. **2** minor projects were sanctioned by UGC. Department of English published a book titled Pheonix with **ISBN Number: 978-81-2343-467-4**.

One staff has acted as a Reviewer of Shanlax International Journal. **96** staff members have taken an active participation in the Faculty Development Programme organized.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library

- ❖ The Library and Learning Resource Centre should support Academic Progress. The library is dedicated to support the student's activities and programs of the institution. It accomplishes college mission by maintaining up-to-date collection of books, journals audio-visual items and other library materials related to study.
- ❖ Internet facility is available in the library through which access of online database, e-journals and e-books are facilitated.
- ❖ To the existing 47042 books, 965 volumes of books from regular account were added totally 48007 books are available. The library subscribes five leading daily newspapers, 102 periodicals, relating to different subjects. An Open access System of reference for easy accessibility is available for both UG & PG students. 675 audio and video cassettes and 707 back volumes of periodicals are available.

ICT

By using education technology facilitates, students and staff share and exchange information. Students use Laptops for computer practicals apart from 298 systems in our institution. Every Department is provided with LCD projector, Ceramic board and SMART board for the purpose of teaching and learning.

INFRASTRUCTURE

- * Physical facilities of the college such as, adequate transport facility, abundant supply of water, Purified drinking water supply, power supply, Laboratories, computer facilities, internet connectivity with Wi-Fi, Conference Hall, Audio-Visual hall, Day Care Centre and Eco-friendly measures.
- * Bio metric Attendance system.
- * E.S.R Alamelu Ammal Memorial Audio visual Hall with a seating capacity for 400, possessing audio system, Television, LCD Projector etc.,
- * Wi- Fi modems with internet bandwidth is provided to all departments.
- * Digital Language lab with 78 head sets and multimedia computer system.
- * Smart Class Rooms with the interactive white board software and with modern teaching electronic gadgets.
- * Audio & Video cassettes, Talking Library and Ramps are available for disabled Students and Staff.
- * Courts for Basket ball, Volley ball, Throw ball, Hockey, Kho-kho, Kabadi, Tennis, Ball badminton, Tennicoit etc.,
- * UGC sponsored new Indoor stadium has been constructed.
- * Hostel Kitchen and Dining Hall are furnished with Thermal power, CC TV, Napkin Incinerator, Solar panel.
- * Smart phone facility is available for Hostel Students.
- * RO plant is installed inside the college campus and in the hostel.
- * Two Diesel generators (125 KV) have been installed.
- * To cater the needs of the staff members, students and the public Karur Vaisya Bank is functioning within our college campus with ATM facility.
- * Day care centre is functioning for the toddler.

6.3.6 Human Resource Management

- ❖ A well established HR team manages, Human Resource of the college. It is responsible for the attraction, selection, training, assessment, and rewarding of employees.
- ❖ Orientation program and induction training program are organised for the newly recruited faculty.
- ❖ Periodical training and workshops are arranged for the Teaching and Non-teaching staff.

6.3.7 Faculty and Staff recruitment

Candidates are selected through Advertisements in leading newspapers and on the basis of resumes submitted in the office. According to the demand, faculty and staff are recruited through selection panel. The selection panel consists of the President, Secretary, Principal, SF course director, Administrative Officer and the Head of the concerned department. Staffs for regular stream are recruited on the basis of the guidelines of the UGC and the Government of Tamil Nadu. Alumni students are given consideration while recruiting staff for self financing stream. The selected candidates are given permanent position only after assessing their performance.

6.3.8 Industry Interaction / Collaboration

- * 12 students from III B.Sc Zoology underwent Internship training in Laboratory of Radiology and Imaging Department at Vadamalayan Institute of Paramedical Sciences , Madurai.
- * 60 students of BBA undertook project work as a part of their curriculum during the current year they visited 12 factories and submitted their project reports.
- * Nutrition and Dietetics III year students attended Dietetic Internship training in the dietary department at Meenakshi Mission hospital and research centre, Shenbagam hospital, Annanagar, Madurai, Devadoss Multi Speciality hospital Madurai and Aruthur Asirvatam hospital Madurai.

6.3.9 Admission of Students

As the college is the private aided, non minority institution established for the upliftment of backward women students. It caters to the needs of marginally weaker section of the society. Students are admitted irrespective of the caste, community and religion based on norms laid down by the Government of Tamil Nadu.

6.4 Welfare schemes for

Teaching	P.F, E.S.I, YOGA , Meditation , Free Medical Check Up
Non teaching	PF, E.S.I, YOGA, Meditation, Free Medical Check Up
Students	Safety, Central and State Government Scholarship, Education loan facilities are available, Free Education for Sports and Poor students by the Management.

6.5 Total corpus fund generated

4,38,728

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	External Subject Experts	Yes	Principal
Administrative	Yes	(i) Joint Director of collegiate education, Madurai (ii) Internal staff co- ordinators	---	---
			Yes	Principal

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?

- ❖ Three Internal assessment Tests are conducted instead of two internal tests from the academic year for the benefit of the students.

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

- ✓ The University provides all the necessary support to the college.
- ✓ The University appoints nominees for the constitution of Board of studies, Awards Committee, Academic Council and Governing Body. The academic administration of the autonomous system is appraised to these bodies as per UGC norms. Their contributions facilitate the flawless implementation of the autonomous system.
- ✓ Provisional certificates & Degree certificates are issued by MKU for the final year students on scrutinization of consolidated mark sheet submitted by the college.

6.11 Activities and support from the Alumni Association

Every year the college organizes Alumni Association Meeting in the month of September. Meritorious alumnae are invited as Chief Guests. Alumni get conduct via social media and reunite and share their views for the development of the institution.

6.12 Activities and support from the Parent – Teacher Association.

- ❖ Parents Teachers Meet is organized twice in a year in the college. The main purpose of the meeting is to create a common platform, where teachers and parents come together to enrich the students' educational experiences and discuss variety of issues, regarding the holistic development of students. The academic performance and attendance are intimated to the parents. Professional counsellors are invited to have discussion with the parents. Feedback from parents are obtained and analysed.

6.13 Development programmes for support staff

- Every year Farewell party is arranged for Retiring Staff.
- Day care centre is functioning for the benefit of teaching and non teaching faculty.
- ESI, PF, Regular Medical Check up are provided for the benefit of the staff members.
- Meditation and Spoken Hindi classes are organised for the faculty.
- As a part of recreation facility, the college arranges Tour to nearby places for all faculty members.
- Competitions are organised by the students for the faculty on the eve of Teachers Day and Women's Day celebration.

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

- ❖ Eco Club is actively functioning in our college.
- ❖ All trees in the campus carry signage boards.
- ❖ Setting up of Herbal garden insisting the importance of herbs to mankind.
- ❖ Setting up of Butterfly Conservation unit.
- ❖ Setting up of Sparrow Nest Boxes on trees.
- ❖ Bio-degradable and Non bio-degradable wastes are collected separately.
- ❖ Plastics were collected and handed over to Self Help Group for laying plastic roads.

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.

- ❖ **Meditation class** are organized by our college to refresh the mind of the staff members.
- ❖ The **Spoken Hindi** classes are conducted for the benefit of the students and staff.
- ❖ Prizes were given for I year students, who scored above 1100 marks in their higher secondary board examinations.
- ❖ Issue of genuineness certificate through online.
- ❖ Certificate Course, Diploma Course in Gandhian Thought are conducted every year for I & II year.
- ❖ The college has received the “**Overall Shield**” for larger participation in Gandhian Thought Examination among all colleges affiliated to MKU and the college has been receiving the shield continuously for the past seven years.
- ❖ The college offers **Tailoring Course** for Staff and Students.
- ❖ Training Programme in Folk Arts and Classical dance are given. Inter Religious prayers are conducted in the assembly.
- ❖ Self development courses like two wheeler and four wheeler Driving, tailoring and beautician course training are given.
- ❖ Yoga and karate practices are given for hostel students regularly.
- ❖ The college provides free education with boarding for players.
- ❖ As a sign of recognition “The Best Library Users Award” has been given to

the best readers since 2004. The best library users award for the year 2017-2018 has been given to four students.

❖ Students contributions are published biannually as “Campus Tweet”.

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

Action taken

1. Revised the syllabi of all UG and PG courses for the III and IV semesters.
2. Interactive White Board, Visual Presenter, PPT Presentation by students and staff enhanced the process of teaching and learning.
3. Students were motivated to participate in the Youth Festival organised by MKU and secured Winner up shield for cultural rally, Overall women championship and Madurai District Championship.
4. Institution became active member of INFLIBNET.
5. Each faculty was rated with API score for self assessment and comparative performance.
6. Number Books and Computers Facilities were Enhanced.
7. Three Internal Assessment (instead of existing two internal tests) were conducted for the benefit of students.
8. Sparrow, Butterfly conservation units and Vermi-Compost unit is functioning actively.
9. **Campus Tweet** is published bi Annually.
10. All the class rooms equipped with ceramic boards.
11. Self Development programs on Two wheeler/ Four wheeler training/ Beautician course, artificial jewellery making, jute bag making, fashion designing, fevicryl Art & craft, Fur doll making and doll decoration were organised for the benefit of students and staff.
12. 15 papers were published in the national and International conferences.
13. State level science Expo was organised.
14. The feedback from stake holders was collected.
15. Award received from Indian association for Blind.
16. 48007 books and 102 periodicals were made available for the benefit of students.
17. 1268 first year students appeared for Certificate course examination in Gandhian Thought and 1118 second year students and appeared for the Diploma Course

examination in Gandhian Thought.

18. Professional counselling is given on alternate Friday of every month from 10 a.m to 4 p.m. Internal Counselling is given on last Friday of every month by the tutors.

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

i) Moral Values are inculcated by the way of conducting Certificate courses in Gandhian Thought and weekly prayer in the assembly. Certificate courses in Gandhian Thought for I year and Diploma Course in Gandhian Thought for II year are conducted every year. The college has received the “Overall Shield” for larger participation in Gandhian Thought Examination among all colleges affiliated to MKU and the college has been receiving the shield continuously for the past six years. We received outstanding Platinum Zone Award from the Indian Association for the Blind towards the contribution of highest amount for the benefit of visually challenged people.

ii) Prayer is conducted on every Friday. The prayer begins with solemn Song ‘Ragupathy Ragava Raja Ram’ and it is followed by Inter Religious prayer. The weekly news is read both in Tamil and English. Then comes the vital information on an important personality who has achieved success by sheer hard work. The General Knowledge of the students is also checked by a Quiz consisting nearly ten Questions. Tongue Twister is a hilarious entertainment to the students. Each discipline takes its turn every week and tries their utmost to prove their competence. All the assembly events are compiled and published as “Campus Tweet in Students Magazine.

iii). Physical development of students are practised by the way of Yoga and Karate. The Hostel Students are given Yoga Coaching and they do Yoga Practice daily in the morning. We received best performer award for Yoga from the District Collector, Madurai on the celebrations of Independence day and Republic day. Karate can be used as a weapon of self defence in which tremendous physical power is exerted. It develops the self confidence of students and can be used as an excellent form of stress release. Students are trained in 20 kattas like Heian Shodan, Heian Nidan, Heian Sandan, Heian Yandan, Heian gondan, Bassai Dai, Bassai sho, Karku Dai and Karku sho etc.

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

7.4 Contribution to environmental awareness / protection

- ❖ The NSS volunteers are extensively involved in campaigning against the plastic materials. Plastics collected in the college campus are handed over to self help group to lay plastic road.
- ❖ Bio-degradable and Non bio-degradable wastes are separated.

- ❖ Medicinal plants are conserved in the campus.
- ❖ “Clean India” (Swatch Bharat) campaign was organized at the adopted village. NSS volunteers participated in the Rally marching from Vemparali and created awareness about cleanliness and hygiene among the public. The volunteers cleaned a part of Parali Pudur Village.
- ❖ Eco Club is actively functioning in our college.

7.5 Whether environmental audit was conducted? Yes No

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

Strengths:

- ❖ Private Aided, Non Minority institution admits women students irrespective of caste, community and religion.
- ❖ Incredible administration by woman Secretary.
- ❖ Positive Support of the management.
- ❖ Remarkable raise in enrolment of students.
- ❖ Besides academic programs, supportive courses, add-on courses, personality development courses are offered.
- ❖ Support programs for slow learners.
- ❖ Systematic Psychological counselling by professional counsellors is available for students.
- ❖ Sense of belongingness at all levels of the institution.
- ❖ Committed teaching faculty, healthy academic atmosphere and co-operation at all levels.
- ❖ Good infrastructure with scope for future expansion.
- ❖ Academic ambience motivates the students to pursue higher studies.

Weaknesses:

- ❖ Research culture is moderate and needs improvement.
- ❖ Possibilities of collaboration with industry and other research organizations are to be positively dealt with
- ❖ Utility of e-learning resources to be made more effective.

Opportunities:

- ❖ Contribution to build strong and healthy society through value based women education.
- ❖ Bringing up of morally upright women leaders.
- ❖ More Self Development programmes can be offered to promote women

entrepreneurs.

- ❖ Introduction of more research programmes to meet the growing demand of the society.
- ❖ Bringing up of women leaders, entrepreneurs, scientist and able administrators.
- ❖ Strengthening Alumni track via Social Networks.
- ❖ Offering community services through NSS/YRC/RRC etc.,

Threats:

- ❖ Majority of students are from rural background and have done their schooling in the medium of regional language. It is a challenge for the college to develop communicative skill in English which is required for job market
- ❖ Retention of efficient Staff in the self finance stream
- ❖ Students from lower strata are unable to afford money to pursue courses apart from the regular stream.

8. Plans of institution for next year

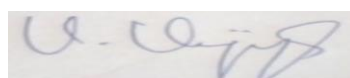
1. To apply for new courses Ph.D in Maths ,Ph.D History and M.Phil English.
2. To Initiate online sale of products made by students under skill development programme.
- 3 To Motivate research publications in H-Index /Scopus/ SCI Journals.
4. To apply for NIRF /ISO / NBA
5. To register alumni association.
6. To collect feedback from teachers and employees.
7. To start students satisfactory survey
8. To motivate students to enroll in MOOCs.
9. To improve E-Content development facility & to develop e-contents.

Name : **Mrs. S.Muthulaxmi**



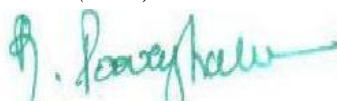
Signature of the Coordinator, IQAC

Name : **Dr. (Mrs.) V.Vijaya**



Signature of the Chairperson, IQAC

Name: **Dr. (Mrs.) R. Poovazhaki**



**Annexure -I
2017-2018**

Working days

I Semester		
Month	Year	Working Days
June	2017	11
July	2017	24
August	2017	19
September	2017	23
Oct	2017	19
Nov	2017	4
	Total	<u>100</u>

II Semester		
Month	Year	Working Days
Dec	2017	19
Jan	2018	17
Feb	2018	22
Mar	2018	23
Apr	2018	19
	Total	<u>100</u>

JUNE 2017

Date	Day	Events	No.of Working Days
1	Thu		-
2	Fri		-
3	Sat		-
4	Sun		-
5	Mon		-
6	Tue		-
7	Wed		-
8	Thu		-
9	Fri		-
10	Sat		-
11	Sun		-
12	Mon		-
13	Tue		-
14	Wed		-
15	Thu		-
16	Fri	College Reopens	1
17	Sat		-
18	Sun		-
19	Mon		2
20	Tue		3
21	Wed		4
22	Thu		5
23	Fri		6
24	Sat		7
25	Sun		-
26	Mon	Ramzan	-
27	Tue		8
28	Wed		9
29	Thu		10
30	Fri	Tutorial Counselling	11
		No.of Working Days	11

JULY 2017

Date	Day	Events	No.of Working Days
1	Sat		12
2	Sun		-
3	Mon		13
4	Tue		14
5	Wed		15
6	Thu		16
7	Fri		17
8	Sat		-
9	Sun		-
10	Mon		18
11	Tue		19
12	Wed		20
13	Thu		21
14	Fri		22
15	Sat		23
16	Sun		-
17	Mon		24
18	Tue		25
19	Wed		26
20	Thu		27
21	Fri		28
22	Sat		-
23	Sun		-
24	Mon		29
25	Tue	First Internal Test	30
26	Wed		31
26	Thu		32
28	Fri	Tutorial Counselling	33
29	Sat		34
30	Sun		-
31	Mon		35
		No.of Working Days	24

AUGUST 2017

Date	Day	Events	No.of Working Days
1	Tue		36
2	Wed		37
3	Thu		38
4	Fri		39
5	Sat		40
6	Sun		-
7	Mon		41
8	Tue		42
9	Wed		43
10	Thu		44
11	Fri		45
12	Sat		46
13	Sun		-
14	Mon	Krishna Jayanthi Independence Day	-
15	Tue		-
16	Wed		47
17	Thu		48
18	Fri		49
19	Sat	Parent-Teacher Association Meet Mid-Semester Holidays	50
20	Sun		-
21	Mon		-
22	Tue		-
23	Wed		-
24	Thu		-
25	Fri	Vinayagar Chaturthi	-
26	Sat		-
27	Sun		-
28	Mon		51
29	Tue		52
30	Wed		53
31	Thu		54
		No.of Working Days	19

SEPTEMBER 2017

Date	Day	Events	No.of Working Days
1	Fri		55
2	Sat	Bakrid	-
3	Sun		-
4	Mon		56
5	Tue		57
6	Wed		58
7	Thu		59
8	Fri		60
9	Sat	Alumni Association Meeting	61
10	Sun		-
11	Mon	Second Internal Test	62
12	Tue		63
13	Wed		64
14	Thu		65
15	Fri		66
16	Sat		67
17	Sun		-
18	Mon		68
19	Tue		69
20	Wed		70
21	Thu		71
22	Fri		72
23	Sat		73
24	Sun		-
25	Mon		74
26	Tue		75
27	Wed		76
28	Thu		77
29	Fri	Saraswathi & Ayudha Pooja	-
30	Sat	Vijayadashami	-
		No.of Working Days	23

OCTOBER 2017

Date	Day	Events	No.of Working Days
1	Sun	Moharam	-
2	Mon	Gandhi Jayanthi	-
3	Tue		78
4	Wed		79
5	Thu		80
6	Fri		81
7	Sat		82
8	Sun		-
9	Mon		83
10	Tue		84
11	Wed		85
12	Thu		86
13	Fri		87
14	Sat		88
15	Sun		-
16	Mon	Diwali	-
17	Tue		-
18	Wed		-
19	Thu		-
20	Fri		-
21	Sat		-
22	Sun		-
23	Mon	Third Internal Test	89
24	Tue		90
25	Wed		91
26	Thu	Tutorial Counselling	92
27	Fri		93
28	Sat		94
29	Sun		-
30	Mon		95
31	Tue		96
		No.of Working Days	19

NOVEMBER 2017

Date	Day	Events	No.of Working Days
1	Wed		97
2	Thu		98
3	Fri	Submission of CA Sheets	99
4	Sat		100
5	Sun		-
6	Mon		-
7	Tue		-
8	Wed	Part- IV External Examination	-
9	Thu		-
10	Fri		-
11	Sat		-
12	Sun		-
13	Mon	Summative Examination Commences	-
14	Tue		-
15	Wed		-
16	Thu		-
17	Fri		-
18	Sat		-
19	Sun		-
20	Mon		-
21	Tue		-
22	Wed		-
23	Thu		-
24	Fri		-
25	Sat		-
26	Sun		-
27	Mon		-
28	Tue		-
29	Wed		-
30	Thu		-
		No.of Working Days	4

DECEMBER 2017

Date	Day	Events	No.of Working Days
1	Fri	Milad – un – Nabi	-
2	Sat		-
3	Sun		-
4	Mon	College Reopens	-
5	Tue		-
6	Wed		1
7	Thu		2
8	Fri		3
9	Sat	HOD Meeting	4
10	Sun		-
11	Mon	Summative Examination Result	5
12	Tue		6
13	Wed		7
14	Thu		8
15	Fri		9
16	Sat		-
17	Sun		-
18	Mon	Publishing of result for Retotaling & Revaluation	10
19	Tue		11
20	Wed		12
21	Thu		13
22	Fri		14
23	Sat		15
24	Sun		-
25	Mon	Christmas Supplementary Exam Commences	-
26	Tue		16
27	Wed	17	
28	Thu	18	
29	Fri	Tutorial Counselling	19
30	Sat		-
31	Sun		-
		No.of Working Days	19

JANUARY 2018

Date	Day	Events	No.of Working Days
1	Mon	New Year	-
2	Tue	First Internal Test	20
3	Wed		21
4	Thu		22
5	Fri		23
6	Sat		24
7	Sun		-
8	Mon	Publishing of Supplementary Exam Results	25
9	Tue	Parent Teacher Association Meet	26
10	Wed	Mid-Semester Holidays	-
11	Thu		-
12	Fri		-
13	Sat	Pogi	-
14	Sun	Pongal	-
15	Mon	Thiruvalluvar Day	-
16	Tue	Uzhavar Thirunaal	-
17	Wed		-
18	Thu		27
19	Fri		28
20	Sat		29
21	Sun		-
22	Mon		30
23	Tue		31
24	Wed		32
25	Thu		33
26	Fri	Republic Day	-
27	Sat		-
28	Sun		-
29	Mon		34
30	Tue		35
31	Wed		36
		No.of Working Days	17

FEBRUARY 2018

Date	Day	Events	No.of Working Days
1	Thu		37
2	Fri		38
3	Sat		39
4	Sun		-
5	Mon		40
6	Tue		41
7	Wed		42
8	Thu		43
9	Fri		44
10	Sat		-
11	Sun		-
12	Mon		45
13	Tue		46
14	Wed		47
15	Thu		48
16	Fri		49
17	Sat		50
18	Sun		-
19	Mon	Second Internal Test	51
20	Tue		52
21	Wed		53
22	Thu		54
23	Fri		55
24	Sat		-
25	Sun		-
26	Mon		56
27	Tue		57
28	Wed		58
		No.of Working Days	22

MARCH 2018

Date	Day	Events	No.of Working Days
1	Thu		59
2	Fri		60
3	Sat		61
4	Sun		-
5	Mon		62
6	Tue		63
7	Wed		64
8	Thu		65
9	Fri		66
10	Sat		-
11	Sun		-
12	Mon		67
13	Tue		68
14	Wed		69
15	Thu		70
16	Fri		71
17	Sat		72
18	Sun	Telugu New Year	-
19	Mon		73
20	Tue		74
21	Wed		75
22	Thu		76
23	Fri		77
24	Sat		-
25	Sun		-
26	Mon		78
27	Tue		79
28	Wed		80
29	Thu		-
30	Fri	Mahavir Jayanthi Good Friday	-
31	Sat		81
		No.of Working Days	23

APRIL 2018

Date	Day	Events	No.of Working Days
1	Sun		-
2	Mon	Third Internal Test	82
3	Tue		83
4	Wed		84
5	Thu		85
6	Fri		86
7	Sat		87
8	Sun		-
9	Mon		88
10	Tue		89
11	Wed		90
12	Thu		91
13	Fri		92
14	Sat	Tamil New Year/ Dr.Ambedkar Jayanthi	-
15	Sun		-
16	Mon	Submission of CA Sheets	93
17	Tue		94
18	Wed		95
19	Thu		96
20	Fri		97
21	Sat		98
22	Sun		-
23	Mon	Part-IV External Examination	99
24	Tue		100
25	Wed		-
26	Thu		-
27	Fri	Summative Examination Commences	-
28	Sat		-
29	Sun		-
30	Mon		-
		No.of Working Days	19

Annexure - II

1.3.1 Feedback from Alumni

Feedback was collected from the UG alumni. They were asked to rate by applying four parameters such as Curriculum, Teaching Abilities, Evaluation and Infrastructure. Eighty (80%) percentage of the alumni felt that the curriculum facilitated higher studies and gave them moral and spiritual values to life. seventy (70%) percentage of the alumni opined that the abilities of the teachers, coverage of the syllabus and relationship with students were very good. Seventy one (71%) percentage alumni felt that the evaluation system followed in the college was good. Seventy five (75%) percentage of the alumni stated that they enjoyed the infrastructure and atmosphere of the college.

The PG Alumni students were asked to rate by applying four parameters such as curriculum, teaching abilities, evaluation and infrastructure. Seventy five (75%) percentage of the alumnus felt that the content of the curriculum was good certificate and diploma courses facilitated them to higher studies. Eighty four (84%) percentage of the alumni opined that the coverage of the syllabus and preparatory work done by teachers were very good. Eighty nine(89%) percentage of the alumni gave the opinion about the evaluation of internal assessment test and assignment system were the best. seventy one(71%) percentage alumni felt that the infrastructure facilities such as library reference, canteen and stores available were good.

1.3.2 Feedback Report from Parents:

The parents were asked to state their opinion for 16 statements by selecting the options under three heads namely “good” “satisfactory” and “Requires improvement”. The parents were given options to select any one of the three options for these sixteen statements.

The options of parents were about:

1. Learning skills of students.
2. Skill development program.
3. Spoken language skill.
4. Students willingness to go for higher studies.
5. Utility of curriculum.
6. Ability of teaching staff.
7. Teacher-Student relationship.
8. Role of the college in getting employment opportunities.
9. Contribution of college towards students’ discipline.
10. Role of the college in developing social awareness.
11. Drinking water Facilities
12. Transport Facilities.
13. Classroom Facilities
14. Library Facilities.
15. Canteen Facilities.
16. Hostel Facilities

Findings:

The parents were much satisfied about:

Ability of teaching staff	91.3%
Teacher-Student relationship employment opportunities.	90%
Contribution of college towards students’ discipline.	90%

Utility of curriculum.	84.6%
Library Facilities.	81.3%
Role of the college in developing social awareness.	78.6%
Students willingness to go for higher studies.	76%
Transport Facilities.	70%
Hostel Facilities	70%
Classroom Facilities	65.3%
Canteen Facilities.	63.3%
Learning skills of students	62.6%
Skill development program.	62.6%
Drinking water Facilities	60%
Spoken English	53%

The above analysis implies the opinion of the parents towards the facilities available, students –staff relationship and courses offered in the college.

Suggestions:

1. Students strength in Spoken English course must be increased.
2. Learning skills can be enhanced through smart class, Power point presentation and laptop usage.
3. Skill development courses can be increased.
4. Innovative programs in career development, self employment and Entrepreneurial development programs should be given more importance.
5. Drinking water – outlets should be increased.

1.3.3 Feedback Report on Curriculum

Feedback on Curriculum was collected from all the final year students. The students were asked to rate the course on seven parameters using four points scaling technique. The parameters include the following:

- ❖ Depth of the course content including project work if any.
- ❖ Extent of Coverage of Course
- ❖ Applicability /relevance to real life situations.
- ❖ Learning value (in terms of knowledge, concepts, manual skills, analytical abilities and broadening perspectives)
- ❖ Clarity &relevance of textual reading material
- ❖ Relevance of additional Source material (library)
- ❖ Extent of effort required by students

Analysis:

The students were asked to rate the curriculum of their department by awarding marks for the seven parameters given above. 4 marks were to be given for ‘very good’ option, 3 marks were to be given for ‘good’ option, 2 marks for ‘satisfactory’ option and 1mark for ‘unsatisfactory’ option. The total score given by each student was calculated for all the seven parameters. On the basis of the total score the analysis was made as ‘very good’ and ‘good’, ‘satisfactory’ and ‘unsatisfactory’. If the total score given by the student was greater than 21, then the result was considered as very good. If the total score was 15 to 21, then the result was good, if the total score was 8 to 14 then the result was satisfactory. If the total score was 7 then the result is unsatisfactory. Final analysis was made by categorizing the total number of students on the basis of scores given by them as very good, good, satisfactory and unsatisfactory. The total number of students was calculated for each option and it was expressed in terms of percentage.

Department	Class	Number of Students	Very good %	Good %	Satisfactory %	Unsatisfactory %
History	B.A -TM	36	75	19	9	0
	B.A-EM	33	73	27	0	0

	M.A	18	83	11	6	0
English	B.A-R	75	68	26	5	0
	B.A-A sec	70	76	21	3	0
	B.A –B sec	64	77	20	3	0
	M.A	25	80	16	4	0
Zoology	B.Sc	38	40	55	5	0
Commerce	B.Com -R	73	90	10	0	0
	B.Com-Sf	57	81	19	0	0
	B.Com- CA	131	52	42	6	0
	M.Com	19	0	100	0	0
Maths	B.Sc- R	80	30	40	10	0
	B.Sc-SF	80	53	47	0	0
	M.Sc	55	77	23	0	0
Business Administration	BBA	39	59	41	0	0
Computer Science	B.SC	88	33	47	20	0
Information Technology	B.SC-A sec	47	47	42	11	0
	M.SC	13	62	23	15	0
Tamil	B.A	48	73	21	6	0
	M.A	9	56	44	0	0
Physics	B.Sc	52	29	67	2	2
	M.Sc	11	27	67	6	0
Nutrition	B.SC	26	69	30	1	0

&Dietetics						
Computer Application	BCA	50	40	46	14	0
	MCA	26	73	23	5	0
Chemistry	B.Sc	49	39	53	8	0

Findings:

The curriculum of all department secured 80% and above marks

1. History- (TM) 94% of the students very much satisfied with the curriculum. They selected very good and good options. History (EM)- 100% of the students selected very good and good option and were satisfied with the curriculum.94% of the PG students selected very good and good option and they were very much satisfied with the curriculum.
2. English -95% of the Regular students selected very good options. B.A., English (Sf) A- 97% selected Very good option, B.A English SF (B)-98 % Students selected very good options. This analysis shows that students were very much satisfied with the Curriculum, 96% of the PG students selected very good and good option and they were very much satisfied with the curriculum.
3. Zoology-95% of the students selected very good and good option. They are very much satisfied.
4. B.Com (R) -100% of the students selected good and very good option. 100% of the B.Com (SF) students selected good and very good option, 94% of the B.Com (CA) students selected good and very good option 100%. M.Com (CA) selects good and very good options.
5. Maths (R)-88% of the students selected very good and good option. Maths (SF)- 100% of the students selected very good and good option. M.Sc Maths – 100% of students selected very good and good option.
6. BBA-100 % of the students selected very good and good option. They are very much satisfied.
7. Computer Science- 80% of the students selected very good and good option.
8. Information Technology (A)- 90% of the students selected very good and good option.
M.Sc. Information Technology- 85% of the students selected very good and good option. They are very much satisfied with the curriculum.

9. Tamil-94% of the students selected very good and good option. They are very much contented with the curriculum. 100 % of the PG students selected very good and good option and they were very much satisfied with the curriculum.

10. Physics - 90% of the students selected very good and good option. Students are much satisfied with the syllabus. M.Sc Physics- 92% of the students selected very good and good option.

11. Nutrition and Dietetics - 100% of the students selected very good and good option. Students are very much satisfied with the curriculum.

12. BCA- 86% of the students selected very good and good option. MCA- 100% of students chosen very good and good options. They are very much contented with the course.

13. Chemistry – 92% of the students selected very good and good option.

Suggestions:

1. Use of educational technology like power point presentation by students, web base assignment should be extensively practiced.
2. Multimedia communication can be developed for improving the standard of spoken English.
3. Slow learners must be given extra care and repeated tests.
4. Students should be guided to refer e-books, e-journals and other net sources.
5. Minor project preparation should be insisted for all the students.
6. Role play and Brainstorming sessions to enhance the innovative skill among the students
7. E-Content development should be emphasized for each unit of subjects in Curriculum
8. Efforts should be taken to enrich the level of satisfaction for all the subjects above 90% level of satisfaction.
9. Group Discussion among students, paper presentation and seminars will enrich the knowledge of students.
10. Guest lecturers must be increased to equip the students with the current trends.

Follow up:

1. 47042 Volume of books and 965 journals are made available for the reference of students.
2. EDUSAT and Vyas Educational consortium prepared E-content materials for various subjects. The faculties were asked to refer these sources and download the materials.
3. The analysis of feedback of student helped the faculty to find out the methods of applicability of the subjects to current situation. Industrial visit, Internship training, project work and

practical classes are extensively adopted to bridge the gap between theory and practical.

4. Guest Lectures, Conference and Seminars were organized for the students in the following topics:

- 1) Python Language
- 2) Android Programming
- 3) Android Application Development
- 4) Padipom Pakirvom
- 5) Goods and Services Tax
- 6) Internet Of Things
- 7) Lamp Introduction and Technical Session,
- 8) Opportunity of it Industries
- 9) Concepts on Php
- 10) “Logical Thinking”
- 11) Makkal Thagaval Thodarbiyal”
- 12) Workshop on Latex
- 13) Workshop on Soft Computing
- 14) Personality Skills and Interview Tips
- 15) Oscar Wilde’s Lady Windermere’s Fan
- 16) Outreach Programme on GST
- 17) Big Data Analytics and Hadoop Etl
- 18) A Practical Perspective on Software Engineering”
- 19) Auto Immune Disorder In Women (Sle)
- 20) "Gst-Game Changer for The Indian Economy"
- 21) “Literature Is Life: Seven (7) D’s to Excel In Life”
- 22) “Concept of Literary Criticism and Theory
- 23) “Entrepreneurship as a Career”.
- 24) Electrochemistry
- 25) Confluence of Tech and Tradition: Ancient Indian Science
- 26) "How to Face the Interview
- 27) Research and Development Funding Schemes
- 28) Thyroid for Deans
- 29) Career Guidance and History for Competitive Exam

- 30) Highlights of Budget
- 31) Adolescent Health Education
- 32) NMR Spectroscopy
- 33) Research Methodology in New Dimensions”
- 34) IR and Raman Spectroscopy
- 35) Today’s Business & Its Process
- 36) Emotional Intelligence
- 37) Recent Trends in Historical Research
- 38) Emerging Trends in LOT
- 39) The Premise and Promise of Progress
- 40) An Exploration in European History
- 41) Career Opportunities for Commerce Graduates
- 42) Emerging Technologies in Computer Communication Networks
- 43) Life Style Diseases
- 44) Children with Special Needs
- 45) Life Style Diseases
- 46) Big Data Analytics
- 47) Cloud Computing
- 48) Internet of Things (IOT)
- 49) PHP with Cloud Computing
- 50) Software Re-Engineering
- 51) Software Tora.

1.3.4 Feedback from the students on the general performance

2.1 During the academic year (2017 – 2018) a feedback was obtained from the students to identify the areas of inadequacies and the responses were analyzed. Follow-up actions were taken to rectify the inadequacies. A feedback was obtained during the current academic year to know our strength and weakness. An elaborate Questionnaire using 5 points scaling technique using “Very good, Good, Fair, Poor & No response” was administrated.

The questionnaire was given to 10% of the final year students belonging to various disciplines at random. Proportionate random sampling method was used in the collection of data. Collected data were tabulated.

2.2 Analysis /Findings:

On the basic of the analysis the major findings are given below.

Teaching methods:

The Students are satisfied with Lectures (92%), Seminars (84%), Workshops (70%), Guest Lectures (84%), Interactions (86%), Teaching aids used in the class (89%), Home Assignments (87%), Project work (87%), Group Discussion (84%) and Field Trips (51%). The feedback shows that the students were in need of more number of field trips as only 51% of the students are satisfied with Field Trips. This observation has been referred to Teaching Aids and Methods Committee.

Curriculum:

The students are satisfied with the Existing Syllabus (84%), Existing Certificate Courses (92%), Existing Diploma Courses (89%), Self Employment Courses (87%), Games Oriented Courses-Yoga, Karate etc. (85%), Computer Courses (66%) and Gandhian Thought (81%). Only 66% of the students are satisfied with computer courses. This observation has been referred to curriculum committee.

Academic Environment:

The students are satisfied with guidance from Campus Environment (86%), Classroom Environment (87%), Use of library (79%), Use of Idle

Hours(68%),Guidance from Teaching staff (83%) and (83%) of the students expressed that the study hour in the hostel is adequate. Only 68% of the students are satisfied with Use of idle hours. This observation has been referred to Teaching Aids and Methods committee.

Students Service:

Students are satisfied with Medical Service (85%), Remedial Classes (76%), Placement Services (69%), Parent Teacher Meeting (82%), Tutor-Ward System (74%), Alumni Association (98%) and Grievance Redressal (95%). Only 69% of the students are satisfied with Placement Services. This observation has been referred to Students Welfare and Service Committee.

Infrastructure facilities:

The students are satisfied existing Buildings (88%), Students Store (80%), Bus Facilities (85%), Bank Service (85%), Canteen Service (76%), Computer/Xerox facilities /Browsing Facilities (76%), Sports Facilities (82%), Language Lab (81%), Computer Lab Facilities (86%), Hostel Facilities (79%), Games Court (98%), Furniture Facilities (72%), Toilet Facilities (75%), Drinking Water Facilities (83%), Cleanliness (84%), Garden (92%) and Security Services (95%). Only 72% Students are satisfied with Furniture Facilities. This observation has been referred to Infrastructure Committee.

Issues Related to Finance:

The students are satisfied with Scholarship Facilities (90%), Students Aid Fund (85%), Aid from the Management (85%), UGC Method Scheme (87%), Bank Loans (76%).Only 76% of the students are satisfied with Bank Loans. This observation has been referred to Organization and Management Committee.

Employment Generation:

The students are satisfied with Self Development Courses (85%), Coaching for Competitive Exams (76%), Campus Drive (72%) and Employment Guidance from the staff (83%). Only 72% of the students are satisfied with the Campus Drive. This observation has been referred to Career Guidance and Placement Cell.

Organization and Management:

The students are satisfied with Office Services (92%), Fees (84%), Management Involvement (87%), Teachers Involvement (87%), Time Schedule Allotment (85%), Class Room Allotment (81%), Bus Arrangement during function days (95%), Method of conducting Internals Tests (92%) and Response of Staff in Solving Students Problems (95%). Only 81% of the students are satisfied with Class Room Allotment. This observation has been referred to Organization and Management Committee.

2.12 Feedback Report on the performance of the Faculty

To appraise the performance of the teachers a feedback arrangement was made. A questionnaire using three point scale (Very good, Good, Fair) was structured focusing on subject knowledge, communicative skills, use of teaching aids, punctuality, functional transparency and motivating/inspiring students. The questionnaire was given to 10 final year students of each major. The random sampling method was used. The students were asked to assess all the faculty members of their department. There are 151 faculty members and each member was assessed by 148 students. The data collected was tabulated and analyzed.

Feedback Form for Assessment of Faculty Performance 2017-18

Sl. No.	Criteria	Very Good	Good	Fair
1.	Subject Knowledge Clarity & ability to provide Information.	85	15	----
2.	Communication Skill (ability to convey fluently).	72	25	3
3.	Methods – Tools used (OHP – Charts – Maps – Role play, Black board, Group discussion – Seminars etc.)	56	40	4
4.	Coverage of the syllabus (Perfection & Planning)	75	19	6
5.	Punctuality (in attending the Class).	80	18	2
6.	Functional Transparency (Regarding the treatment of students).	75	24	1
7.	Motivating/Inspiring the students.(To build further subject Knowledge)(and their guidance)	73	22	5

Findings:

- 1. Subject Knowledge:** 100% of the final year students gave the result that all our faculty members subject knowledge were good.
- 2. Communication Skill:** 97% of the students reported that the communication skills among our teaching faculties were good.
- 3. Methods - Tools used:** 96% of the students gave good result regarding the use of OHP, PowerPoint, Smart Classroom, Smart Board facilities by our faculty members.
- 4. Coverage of Syllabus:** 94% of our students feel that the coverage of syllabus by our faculties was good.

5. Punctuality: 98% of the students stated that punctuality maintained by our faculty members was good in attending the class in time.

6. Functional Transparency: 99% of the final year students reported that the transparency maintained by the staff members was good.

7. Motivation, Inspiring of Students: 95% of the students gave the result that the teachers were good in motivating the students towards their higher studies

Follow-up:

Staff members were given opportunities to attend the faculty development programme to enrich their knowledge. The staff members are also motivated to participate in various programmes within and outside the college campus. We conducted awareness programme about on-line courses and e-content development in our college. The staff members are encourage our students to enroll their names in online courses. Staff members encouraged to develop their article or books in the form of e-content. The faculty can adopt latest teaching methods and to reform their teaching plans in order to inspire our students.

7.3 Best Practices

Best Practice I – GENERAL ASSEMBLY

The **General Assembly** is conducted on **every Friday** for one hour in the morning. It is arranged for the students, in order to communicate information and share learning experiences.

Objectives of the practice

- * Creating oneness among the students through Inter religious prayer
- * Inculcating values and virtues in the mind of students
- * Familiarising with day to day events Enhancing General Knowledge
- * Creating a bond among the students, and between the staff and students and vice-versa
- * Encourage the creativity in the students and bringing out the originality and hidden talents.
- * Developing the leadership quality

The context

An assembly is where the students meet together to share aspects of life that are of worth. It acts as medium for communicating matters of significance from one generation to another. Assembly acts as a one of the main ways by which we create our positive reflective ethos and promote our value-based education. All faculties and students make a tremendous contribution through their presence and active participation. Students are aware that all staff by their positive attitude involves themselves in assemblies, acting as role models for the students to emulate. Assembly contains times of quiet reflection that enables students to develop the deepest values and aspirations of the human spirit. The students enable to learn the values, life skills and understand the structured environment. Assembly can serve to develop a positive college ethos that confirms the college identity and aspirations. The result being that

the college lives in cohesive harmony that sustains the pursuit of excellence in all its forms.

The Practice

Each department is offered a chance to conduct the **General Assembly** during every week.

"GOD IS EVERYWHERE SO PRAY ANYWHERE"

(i) Singing the prayer song

The college has an excellent choir to sing prayer songs and other patriotic songs with utmost devotion.

"IF YOU KNEEL BEFORE GOD YOU CAN STAND BEFORE ANY

MAN" (ii) Reading verses from the three holy books

Verses from the GITA, QURAN and BIBLE are read in the assembly with their equivalent meanings in English. Thus students get a chance to know all the verses present in the three holy books. This practise helps in creating oneness among the students.

Students participate enthusiastically in inter-religious prayer. Muslim students read the Bible, Christian and Hindu students read the Bagavath Gita which proves the communal ambience.

"GOOD THING COMES TO THOSE WHO BELIEVE, BUT THE BEST THING COMES TO THOSE WHO HAVE FAITH;"

(iii) Presenting thought for the day

Moral values are not merely read, they are inculcated within the students. So far not a single thought has been repeated. Students are so involved in presenting as well as following the moral values.

"KNOWLEDGE SPEAKS BUT WISDOM LISTENS"

(iv) Reading regional language and English-language News

The important happenings of the whole week is presented in the assembly in the following order National news, International news, Regional news, Sports news

(v) Giving short talks or stories

Narration of stories for 3 minutes gives valuable messages to the students.

(vi) Giving questions and answers related to general knowledge

The most important of all is the GK session. Students enthusiastically participate in it. Questions are taken in an effective way so that students who prepare for their civil services and other competitive exams infer from it.

*“A LESSON IN LIFE WILL BE REPEATED UNTILL IT IS
LEARNT”* **Principal's Address**

Every Friday the students will be waiting eagerly to listen to the speech delivered by our beloved principal Dr.Mrs.R.POOVAZHAKI. She begins her speech by appreciating the students regarding the conduct of prayer and inculcates values and virtues in the minds of each and every individual.

*“WE ARE MADE WISE NOT BY THE RECOLLECTION OF THE PAST, BUT BY
THE RESPONSIBILITY OF THE FUTURE;”*

Special features

The weekly assembly helps in creating a **bond** between the **students of one department with the other** as they all gather and listen it with rapt attention and then share their views among themselves.

It also tightens the bond between **each student** and **the Principal** of our college.

Each department is given opportunity to conduct assembly to develop their skills.

Communications regarding COE office such as details of exam fees, dates of summative examinations, details of scholarship and holidays are announced.

During the assembly the Principal appreciates the students who win prizes in sports, academic competitions and cultural events conducted within and outside the college. This encourages them to a large extent.

At the end of the academic year the proceedings of the assembly such as **thought for the day, inter-religious thought, short-talks or story and general knowledge** are compiled and published as a news letter titled “**Campus Tweet**”. It motivates the students and creates a competitive spirit among them.

Evidence of success

Prayer is a communication between God and man. In respect of prayer the status of success cannot be determined in the explicit way as it is an introvert aspect. The way in which the students participate in the prayer is a only way to justify the level of success.

One of our Muslim student **selvi.M.Powsiya Banu II B.A (Tamil)** got first **prize in Bagavath Gita** essay competition organized by Sri Krishna Balaram Temple, Madurai, which is the testimony for the inter religious prayer.

Healthy competitive spirit in crossing benchmarks among students is created. Students are free to share their views regarding the conduct of Friday assembly. Every student has wonderful experience and shares her views about the assembly with our Principal directly.

It enhances public speaking skill

It builds team spirit among the students

Problems Encountered and Resources Required

During rainy season, it is difficult for the students to come from different buildings to attend the general assembly in the ground.

Best Practice II - YOGA & KARATE

Yoga and is a vast collection of spiritual techniques and practices aimed at integrating mind, body and spirit to achieve a state of enlighten or oneness with the universe. To make physically and mentally stronger, the hostel students practice

yogasananas in the morning and evening at our campus. Yoga helps to equip oneself with basic knowledge about one's personality and to handle life situations. It enables them to learn techniques related to good health. It develops a discriminative mind capable of knowing the real from the unreal and helps to face the dualities of life with equanimity. It inculcates great values in the minds of the students.

Karate co-ordinates mind and body it can be used as a weapon of self defence in which tremendous physical power is exerted. It develops the self confidence of students and can be used as an excellent form of stress release. Students are trained in 20 kattas like Heian Shodan, Heian Nidan, Heian Sandan, Heian Yandan, Heian gondan, Bassai Dai, Bassai sho, Karku Dai and Karku sho

Objectives of the practice

To improve the concentration power

Synchronization of mind and body

To improve the emotional intelligence

The Context

“A sound mind is a sound body” says an old adage. The mind and the body should be taken care of, as they act on each other. Physical health is essential to happiness. If the body is strong and healthy, mind will also be healthy. Students will be cheerful and will be able to work with confidence. Therefore, the body and the mind are interdependent and complimentary with each other. Stress removal is one of the salient features of yoga. If mind is free from worries and concentration is made upon one single entity, naturally the level of stress will be reduced and they will be removed gradually. Yoga helps in self-discipline and self-control, leading to immense amount of awareness, concentration and higher level of consciousness.

The present day situation warrants yoga programme in the academic field and also in the society. The college conducts yoga classes to the hostel students by a trained yoga master. Classes on yoga is offered to the students at free of cost.

The Practice

Yoga is practiced by our college hostel students regularly. First and Second year students perform yoga from **7 am to 8 am** and from **4.30 pm to 5.30 pm** respectively. Students are selected to take, in- depth training on advanced yoga to perform in the sports day. Students practice various yogasanas such as Ustrasana, Suriya Namaskaram, Padmasana, Padahastasana, Purpauttanasana, Dhanurasana, Bhujangasana, Shalabhasana, Halasana and Gomukhasana and so on. Hence it helps to increase the efficient functioning of kidney, to balance the panic and mental forces and very useful to reduce weight.

Evidence of success

Every year Students perform yoga on the occasion of the **Independence Day** and **Republic Day** celebrations in the A.R ground. Our students are presented with **“Best Yoga Performer Award”** and received overall shield from the **District Collector**. It is evident that some of the best **trained yoga students** serve as **yoga masters** in schools and educational institutions. For the Past ten years our college has been conducting Yoga classes for hostel students.

Problems Encountered and Resources Required

During rainy seasons, it is difficult for the students to come from the hostel to attend the Yoga classes in the ground.

Some students experience initial difficulty in performing yoga.