

**SRI SARADA COLLEGE FOR WOMEN  
(AUTONOMOUS)**

**Reaccredited with “A” Grade by NAAC**

**Affiliated to Periyar University**

**Salem - 636 016**

**Tamil Nadu**



**ANNUAL QUALITY ASSURANCE REPORT**

**2016-2017**

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

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

### Part – A

AQAR for the year (for example 2013-14)

2016-17

#### I. Details of the Institution

1.1 Name of the Institution

Sri Sarada College for Women (Autonomous)

1.2 Address Line 1

Sarada College Road

Address Line 2

Fairlands P.O.

City/Town

Salem - 16

State

Tamil Nadu

Pin Code

636 016

Institution e-mail address

guham8@yahoo.co.in

Contact Nos.

0427 - 2447664

Name of the Head of the Institution:

Dr. (Tmt).S.Niraimathi

Tel. No. with STD Code:

0427 - 2447030

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:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	4 Stars	-	2002	5 yrs
2	2 <sup>nd</sup> Cycle	'B'	2.97	2008	5 yrs
3	3 <sup>rd</sup> Cycle	'A'	3.10	6 <sup>th</sup> May 2014	5 yrs
4	4 <sup>th</sup> 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)

i. AQAR	2013-14	12/02/15	(DD/MM/YYYY)
ii. AQAR	2014-15	16/11/15	(DD/MM/YYYY)
iii. AQAR	2015-16	16/08/16	(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)

Periyar University, Salem, Tamil Nadu

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

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

UGC-COP Programmes

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and  
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No.  Faculty   
 Non-Teaching Staff  Students  Alumni  Others  (Parents)

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

(1) Grammatical Accuracy, Know Your English, Soft Skills  
 (2) Indian Higher Education System Contributions to Social Progressions  
 (3) Mozhipayirchi for Tamil Language

2.14 Significant Activities and contributions made by IQAC

Conducting Staff Seminar  
 Conducting Workshops for students and faculty members  
 Enhancing awareness on students support services.

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
<b>Attached as Annexure - II</b>	

\* 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

The faculty members are motivated to publish books and undertake minor/major research projects.

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
Ph.D	9	-	-	-
M.Phil.	9	-	-	-
PG	7	-	2	-
UG	12	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	1
Diploma	-	-	-	1
Certificate	-	-	-	20
Others	-	-	-	-
<b>Total</b>	37	-	2	22
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	✓
Trimester	-
Annual	-

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 III*

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

Syllabus framed/ revised/updated by the BOS and approved by the academic

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

-

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors Principal	Others
	102	65	36	1	-

2.2 No. of permanent faculty with Ph.D. 71

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
	28	20	-	-	-	-	-	-	28	20

2.4 No. of Guest and Visiting faculty and Temporary faculty ✓ X X 20

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	42	96	17
Presented papers	98	60	13
Resource Persons	1	2	8

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

Teaching with IQ Board and e-content prepared with the help of video camera

2.7 Total No. of actual teaching days during this academic year 180 days

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

\* Double valuation at PG level. The supplementary examination conducted in June after the result publication in May for the final year UG and PG students facilitate the slow learners to clear their arrears within the stipulated period of study.

2.9 No. of faculty members involved in curriculum Restructuring /revision/ syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 113 - -



2.10 Average percentage of attendance of students

90%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
<b>Attached as Annexure – IV</b>						

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

- IQAC Staff seminar updates faculty expertise.
- IQAC workshops motivate students to enrich their communicative competence and subject knowledge.
- The comprehensive analysis of the semester examination results carried out by IQAC helps in taking relevant remedial measures to increase the pass percentage.
- IQAC research cell takes all steps to enhance the research propensity of the faculty members and research scholars.
- Feedback from students and parents which helps in evaluation of Teaching-Learning process and revision of syllabus.
- Remedial classes are conducted after the college hours to help the slow learners and the SC\ST students.
- Each class has a faculty advisor who offers counselling for students on academic and personal problems.
- For poor and needy students financial assistance is provided through endowment funds.
- Students' seminars and workshops promote students' interaction with subject experts and widen their knowledge.
- Being members of various academic associations and clubs the students get avenues to hone their skills and talents.

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	6
Faculty Improvement Programme conducted by the institution	
i) Faculty Improvement Programme - I	120
ii) Faculty Improvement Programme - II	120
iii) Faculty Improvement Programme - III	120
iv) Faculty Improvement Programme - IV	120
UGC - Faculty Improvement Programme	-
DST- Faculty Improvement Programme	4
HRD Programmes	2
Orientation Programmes	-
Orientation Programmes (NSS)	3
Orientation Programmes (YRC)	3
Faculty Exchange Programme	-
Staff training conducted by the University	9
Staff training conducted by other Institutions	2
Summer / Winter schools, Workshops, etc.	-
Others	-

## 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	23	10	-	-
Technical Staff	1	1	-	-

## Criterion – III

### 3. Research, Consultancy and Extension

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

- Research Cell constituted by IQAC conducts several inter-collegiate research development programmes for faculty and research students to enhance their research potential.

- Workshops are organised to inculcate research culture and scientific temperament among the student community.
- Faculty members without Ph.D are motivated to do Ph.D and those with Doctorate degree are encouraged to become research guides.
- Faculty members are motivated to take up minor/major research projects. 10 Faculty members have applied for minor research projects. Eligible teachers are asked to apply for research guideship. 3 Faculty members have got Ph.D guideship.

### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	1
Outlay in Rs. Lakhs	-	-	-	4,80,706

### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	7	-	6	-
Outlay in Rs. Lakhs	18,30,000	-	6,60,000	-

### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	110	3	3
Non-Peer Review Journals	10	9	-
e-Journals	2	-	-
Conference proceedings	29	-	-

### 3.5 Details on Impact factor of publications:

Range	0.453 - 7.086	Average	3.770	h-index	1-10	Nos. in SCOPUS	17
Nos. in American Mathematical Review	6	Nos. in Zen Math	8				

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

Nature of the Project	Duration Year	Name of the Dept.	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2011-14	Physics	UGC	₹11,85,506	(II Instalment) ₹4,80,706 (2016-17)

Minor Projects	2015-17	History	UGC	₹1,50,000	₹1,40,000
	2015-17	Mathematics	UGC	₹2,05,000	₹1,98,000
		”	UGC	₹2,20,000	₹2,11,000
		”	UGC	₹1,95,000	₹1,88,000
	2015-17	Physics	UGC(SERO)	₹2,60,000	₹2,53,000
	2015-17	Chemistry	UGC	₹2,50,000	₹2,46,000
	2015-17	Botany	UGC	₹3,90,000	₹3,55,000
	2016-18	Tamil	UGC	₹1,20,000	-
	2016-18	Home Science	UGC	₹2,70,000	-
	2016-18	Computer Science	UGC	₹1,85,000	-
	2016-18	English	UGC	₹2,50,000	-
	2016-18	Physics	UGC	₹1,30,000	-
	2016-18	Chemistry	UGC	₹1,60,000	-
Interdisciplinary Projects			-	-	-
Industry sponsored			-	-	-
Projects sponsored by the University/ College			-	-	-
Students research projects <i>(other than compulsory by the University)</i>	2016-21	Mathematics	Rajiv Gandhi Fellowship Ph.D -2	₹25,000/month (Two Students) ₹6,00,000	₹1,74,000
	2016-17		UGC Project Fellowship	₹20,000	₹20,000
	2016-17	Commerce	Maulana Azad National Fellowship	₹25,000/month ₹3,00,000	₹87,000
	2016-17	Economics	MIDS	₹80,000/Project (Two Projects)	1,28,000
Any other(Specify)	2016-17	Mathematics	NBHM &DAE I M.Sc.	₹1,20,000 ₹25,000	₹1,20,000 ₹25,000
<b>Total</b>				₹51,95,506	₹26,25,706

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

Nil

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	1	-	-	-	23
Sponsoring agencies	UGC	-	-	-	UGC

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

-

-

18

3.13 No. of collaborations

International

5

National

1

Any other

18

3.14 No. of linkages created during this year

-

3.15 Total budget for research for current year in lakhs :

From Funding agency

₹51.95506

From Management of University/College

-

Total

₹51.95506

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
7	1	5	-	1	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides

46

and students registered under them

51

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

8

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

JRF

-

SRF

-

Project Fellows

4

Any other

4

3.21 No. of students Participated in NSS events:

University level	-	State level	-
National level	-	International level	-
College level	300		

3.22 No. of students Participated in NCC events:

University level		State level	50
National level	12	International level	

3.22(a) No. of students Participated in YRC events:

University level	10	State level	100
National level	-	International level	-

3.23 No. of Awards won in NSS:

University level	1	State level	-
National level	-	International level	-
District I level	110	College level	23
Inter-collegiate level (Prizes)	4		

3.24 No. of Awards won in NCC:

University level	-	State level	20
National level	2	International level	-

3.24(a) No. of Awards won in YRC:

University level	-	State level	-
National level	-	International level	-

3.25 No. of Extension activities organized

University forum	-	College forum	21
NCC	4	NSS	53
YRC	7		

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

- Rendered service like creating health and hygiene awareness specially focusing on the health hazards of open defecation.
- Created awareness for constructing toilet under Prime Minister's Swacch Bharath Scheme.
- Cleaned a few temples in Salem town.

- Created awareness on the ill effects of spitting in the public places to prevent harmful diseases.
- Created awareness on the ill effects of Seemai Karuvelam tree such as scarcity of water and health problems.
- The Voter's Day was celebrated to encourage more young voters in getting enrolled in the electoral rolls and to take part in the elections.
- To insist on cashless transaction followed by demonetization move of the present government among the account holders of the bank, awareness given to the students on mobile banking and online transactions and they extended their service for 15 days in the various Canara Bank branches to the account holders in and around Salem.
- Conducted programmes on the basic first aid information and treatment procedures.
- Two of the NCC cadets participated in the cultural during PM Rally, New Delhi, which emphasised on the unity within the diversity in India.
- 47 NCC cadets attended swacch Bharath Abiyan, in Govt. Museum Fairlands which made them understand the importance of 'Clean India' .
- Blood donated by NCC cadet as act of charity.
- Tree plantation drive undertaken and 30 trees planted around Kumaragiri Lake by NCC cadets which aims to establish Green Society of India to be a healthy world.
- Created awareness on Food adulteration and its consequences ,consumer rights and responsibilities , women's right and consumerism, naturopathy and consumerism to protect the consumer against unfair trade practices through consumer club
- YRC conducted awareness programmes on drug abuse and Illicit Trafficking through Rally.
- Conducted awareness programmes on Disaster Management, on organ donation and first aid
- Created awareness on Fire Preventive measure through the demonstrations of the officers from fire and rescue services Salem.
- Conducted blood donation camp to encourage blood donation to save many lives.
- Created awareness on harmful effects of polyethene

## 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	15 acres	-	-	
Class rooms	66	-	-	
Laboratories	8	-	-	
Seminar Halls	2	-	-	-
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-	1		-
Value of the equipments purchased during the year (Rs. in Lakhs)			UGC	1.65
Others	-	-	-	-

#### 4.2 Computerization of administration and library

Administrative work is computerised.  
Automation of admission work and entire examination procedure through tailor made software.

#### 4.3 Library services:

- The library is fully computerised with the aid of library management software called LipsINet
- The library users can seek the information about the library Books issue/return transactions are carried out with Bar coding Technology.

	Existing		Newly added		Total	
	No.	Value(₹)	No.	Value(₹)	No.	Value(₹)
Text Books	80,974	99,54,743	623	255,292	81,597	1,02,10,035
Reference Books	-	-	162	2,56,359	162	2,56,359
e-Books	1,35,000 +	5000	31,35,000	5000	31,35,000	5000
Journals	80	59,218	72	63,873	72	63,873
e-Journals	6000+	0	6,000+	-	6,000+	
Digital Database	-	-	-	-	-	-
CD & Video	289	-	12+ 65	-	301	-
Others (specify)	53	-	4	-	57	-
Thesis & Dissertation	403	-	93	-	496	-



#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	279	-	-	-	-	-	-	-
Added	-	-	-	-	-	-	-	-
Total	279	-	-	-	-	-	-	-

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

Inflibnet, free access to the college computer centre during working hours and access between 5 to 6 p.m. at nominal rate

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT

-

ii) Campus Infrastructure and facilities

80,986 (thousands)

iii) Equipments

6.18280

iv) Others

-

**Total :**

6.99266

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Arranging remedial coaching for slow learners
- Awareness created about the following in the assembly every week
  - a. Internal tests
  - b. Counselling
  - c. Welfare schemes
  - d. Coaching for competitive examinations
- Encourage the Students to participate in the certificate courses to enhance the technical job skill such as IT programming, to gain knowledge of life skills such as yoga ,Jewel making tailoring ,Toy making and Bakery .
- Motivate the students to participate in the workshops in entrepreneurship to become innovative change markers.
- The announcements of intercollegiate cultural competitions held in various institutions usually displayed in the notice boards and giving guidance to attend the contest to get better information on the cultural heritage and also for academic conferences to gain knowledge in their subjects.

- Encourage to attend placement training to improve the skills such as technical job Skills, communication skills, soft skills, language proficiency both in Tamil and English which enhances the employability. To provide placement by conducting on and off-campus interviews helping them in choosing the right career.

### 5.2 Efforts made by the institution for tracking the progression

- Periodical tests, assignments, model exam conducted
- Progress report sent to the parents
- Feedback from parents and students collected
- Parents –teacher interaction regarding academic and personal matters arranged
- Remedial classes arranged for slow learners.
- ICT enabled class rooms and e-resources enhance learning ambience.

### 5.3 (a) Total Number of students

UG	PG	M.Phil	Ph. D.	Total
2135	288	92	19	2534

Women	No.	%
	2534	100

(b) No. of students outside the state

1	0.04%
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(c) No. of international students

-
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Last Year (15-16)						This Year (16- 17)					
General OC	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
70	461	23	1920	10	2484	79	443	24	1964	5	2515

Demand ratio – **Annexure V Attached**

Dropout 1.18 %

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

NET/SET coaching is provided

No. of students beneficiaries

286
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### 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

Each class has a faculty advisor who offers counselling for students on academic and personal problems. Placement cell provides career guidance by arranging campus interviews, provide general counselling and conducts workshops to enhance personality development.

No. of students benefitted 2534

## 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>		
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Organizations Visited	Number of Students Participated	Number of Students Placed
6	616	113	5	469	33

## 5.8 Details of gender sensitization programmes

- Awareness among staff and students is created on gender issues.
- Counselling is given by experienced psychologists.
- International Women's Day is celebrated.
- Awareness of sexual harassment is given.

## 5.9 Students' Activities

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

State/ University level 83 National level 1 International level 1

No. of students participated in cultural events

State/ University level 52 National level 2 International level -

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

Sports : State/ University level 11 National level 1 International level 1

Cultural: State/ University level 17 National level 2 International level -

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	1893	64,85,103
Financial support from other sources	382	4,60,570
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

College Level

5.12 No. of social initiatives undertaken by the students

### 5.13 Major grievances of students (if any) redressed:

City Corporation alerted by the institution regarding the risk and problem faced by the students while crossing road in front of the college. Arrangements made for traffic regulation by the police.

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

Vision: To empower women through quality education based on the ideals of our national heritage and culture.  
Mission: (1) To promote skills, values and knowledge  
(2) To offer career oriented education  
(3) To respond to the global demands

#### 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

To revise the syllabi according to the current demand

6.3.2 Teaching and Learning

ICT enabled teaching with the aid of smart board

6.3.3 Examination and Evaluation

Internal tests, model exam, assignment, seminar quiz

6.3.4 Research and Development

Faculty members are motivated to take up major/minor research projects, publish articles in the journals.

6.3.5

Classes handled using the three smart boards.

6.3.6 Human Resource Management

Career guidance and counselling ,Grievance redressal

6.3.7 Faculty and Staff recruitment

Nil

6.3.8 Industry Interaction / Collaboration

-

6.3.9 Admission of Students

Purely based on merit and government quota basis. Names of the selected candidates for admission have been uploaded in the college website.

6.4 Welfare schemes for

Teaching Staff	Thrift society, Health insurance
Non-teaching Staff	Thrift society, Health insurance
Students	Emergency fund, hospital inside the campus, interest from endowment fund is distributed as cash prizes.

6.5 Total corpus fund generated

Nil

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		✓	IQAC and Examination committee
Administrative			✓	Governing body and college committee

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?

Reforms introduced as and when required

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

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6.11 Activities and support from the Alumni Association

Alumni meet is conducted regularly

6.12 Activities and support from the Parent – Teacher Association

Parent-Teacher meet is conducted. Grievances (if any) are redressed.

6.13 Development programmes for support staff

Tournaments and sports events are conducted, welfare schemes introduced for the support staff.

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

Campus maintained as plastic free and clean campus. Sanitary Napkin incinerator machine was installed

## 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.

Revision of curriculum to meet the requirements of the job market  
Teachers are oriented and trained in the latest advancement in teaching and learning methods

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

Annexure - II

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

Stakeholder's relationship  
NCC, NSS and Extension activities

7.4 Contribution to environmental awareness / protection

Extension activities and EVS projects are planned and executed to create environmental awareness and protection

7.5 Whether environmental audit was conducted?

Yes

No

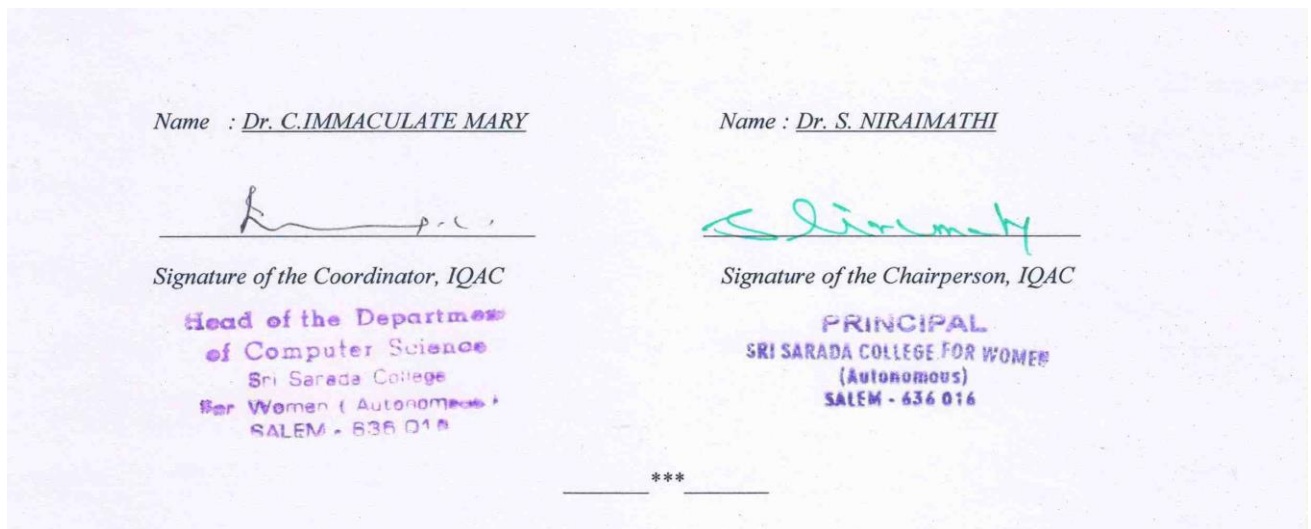
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

The management is planning

- (1) To install more number of solar energy panel
- (2) To minimize water wastage and maximize available water sources
- (3) To plant more trees to minimize air pollution
- (4) To dispose with the solid waste and e-waste effectively

## 8. Plans of institution for next year

- (1) Conducting workshops on personality development
- (2) Introducing certificate course for II-year students





## Annexure I

### Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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## ANNEXURE – II

Plan of Action	Achievements
<ol style="list-style-type: none"> <li>1. To organize workshop for faculty members</li> <li>2. To conduct students' seminars in all disciplines</li> <li>3. To arrange exhibitions for the students to apply the practical aspect of the things that they have learnt.</li> <li>4. To Publish proceedings of Seminar volume as book with ISBN number.</li> <li>5. To arrange guest lectures of eminent speakers in various subjects.</li> <li>6. To conduct remedial classes for slow learners</li> <li>7. To encourage research work by taking up Minor/Major Research Projects by different departments</li> <li>8. To bring out newsletters by all the departments</li> <li>9. To undertake group projects in Environmental studies</li> </ol>	<ol style="list-style-type: none"> <li>1. Under FDP, workshops were conducted for the faculty members on various days on the following topics               <ol style="list-style-type: none"> <li>a. Creation of E-content</li> <li>b. Anti Plagiarism Software</li> </ol> </li> <li>2. Thirteen UG and nine PG students' seminars were organised and conducted during the course of the academic year.</li> <li>3. Exhibitions were conducted in three departments.</li> <li>4. Published 33 books with ISBN number</li> <li>5. All the departments invited eminent scholar speakers of their respective discipline and arranged for Guest Lectures to be rendered by them.</li> <li>6. Remedial classes were conducted for all the slow learners.</li> <li>7. Proposals for new minor/major projects were registered.</li> <li>8. News letters were published by all the departments.</li> <li>9. Group projects and field visits were undertaken under environmental studies and reports were submitted.</li> </ol>

Plan of Action	Achievements
<p>10. To celebrate Alumni day to keep in contact with old students</p> <p>11. To create more opportunities for students for employment through placement cell</p> <p>12. To undertake extension activities to the public by all the departments</p> <p>13. To conduct students' general seminar to create awareness on social issues</p> <p>14. To promote physical fitness for students through</p> <p>15. To encourage Sports activities, Tournaments and Games</p> <p>16. To promote Community services i. NCC, ii. NSS, iii. RRC, iv. YRC, v. Social Service League</p> <p>17. To utilize the library facility to the maximum extent</p> <p>18. To support the weaker students financially and economically.</p> <p>19. To introduce interdisciplinary certificate courses.</p> <p>20. To motivate staff members to attend more number of workshops/seminars and also to present and publish research papers at different levels</p> <p>21. To install surveillance cameras to ensure the safety of the students and the staff.</p> <p>22. To motivate community oriented projects and to send the proposal to the concerned departments.</p> <p>23. To install Bar-code Scanner and Printer for easy access of Books in the Library.</p>	<p>10. Alumni day was celebrated on March 8<sup>th</sup>, 2017.</p> <p>11. Placement cell supported students in attending on campus and off campus interviews and 146 students were placed in various institutions.</p> <p>12. Extension activities were undertaken by the students of all the departments.</p> <p>13. A students' General Seminar was conducted on Healthy Mind for human Excellence on 3<sup>rd</sup> March 2017</p> <p>14. Students are doing Physical exercise after the prayer in the morning.</p> <p>15. Students attend games periods every week. Many students participated in tournaments and athletic events at sports meet.</p> <p>16. Special programmes were organised for NCC, NSS, RRC, YRC and Social Service League, and special camps were conducted for NCC and NSS.</p> <p>17. All the students were motivated to utilize library facilities and extended library working hours.</p> <p>18. Economically challenged students are being helped based on their need.</p> <p>19. Inter disciplinary courses are offered at I, III UG and II PG levels.</p> <p>20. Faculty members attended seminars/workshops, publish articles and present papers whenever they got opportunity.</p> <p>21. 27 surveillance cameras are installed in many places in the main block and the library.</p> <p>22. Community oriented projects were done and some of the proposal have been sent to the Tamil Nadu State Council.</p> <p>23. Bar-Code Scanner and Printer were installed in the Library.</p>

Plan of Action	Achievements
<p>24. To encourage the students to participate in spoken tutorial work shops on FOSS for self learning.</p> <p>25. To conduct the workshops for the students in Entrepreneur cell to become a successful Entrepreneur.</p> <p>26. To arrange meetings in consumer right awareness to promote the consumers' basic rights, to demand the conservation and respect for these rights.</p>	<p>24. Gimp, Blender and Python courses were organised in Computer Science department</p> <p>25. Three works shops were conducted for the students to inspire to become innovative change makers.</p> <p>26. The World Consumer Day was celebrated to get aware of consumer activities such as food safety, Use of faulty weights, cybercrime, cleanness and hygiene in roadside motels and Hotels.</p>

### **ANNEXURE – III**

Feedback from students is obtained at the end of each semester and the issues which ought to be addressed are communicated to the respective Departments and their members for a keen perusal of them for the implementation of necessary remedial measures. Changes are implemented in the syllabus after a thorough analysis of them by the members of the Board of Studies.

It is found from the analysis of the students' feedback that all the study programmes (UG & PG) are good and the teaching performance of the teachers inside the classroom and their career and personal counselling to the required students rendered outside the classroom are between excellent and very good.

**ANNEXURE - IV**

**Course / Programme wise distribution of Pass Percentages: 2016 - 2017**

Title of the programme	Total No. of students appeared	Division											
		Exemplary		Distinction		First		Second		Third		Pass	
		No. of Students	Percentage	No. of Students	Percentage	No. of Students	Percentage	No. of Students	Percentage	No. of Students	Percentage	No. of Students	Percentage
B.A. History	46	-	-	-	-	5	10.87	21	45.65	2	4.35	28	60.87
B.A. Economics	59	-	-	-	-	22	37.29	23	38.98	-	-	45	76.27
B. A. English	63	-	-	4	6.35	52	82.54	7	11.11	-	-	63	100
B. Sc. Mathematics	66	2	3.03	29	43.94	32	48.48	3	4.55	-	-	66	100
B. Sc. Statistics	48	9	18.75	22	45.83	12	25.00	4	8.33	-	-	47	97.91
B. Sc. Physics	49	5	10.20	24	48.98	15	30.61	-	-	-	-	44	89.79
B. Sc. Chemistry	46	3	6.53	19	41.30	19	41.30	-	-	-	-	41	89.13
B. Sc. Botany	44	-	-	16	36.36	21	47.73	1	2.27	-	-	38	86.36
B. Sc. Zoology	39	-	-	5	12.82	12	30.77	17	43.59	-	-	34	87.18
B. Sc. Home Science	32	-	-	5	15.63	11	34.37	5	15.63	-	-	21	65.63
B.Sc. Computer Science	44	4	9.09	26	59.09	14	31.82	-	-	-	-	44	100
B. Com.	132	-	-	17	12.87	54	40.91	47	35.61	9	6.82	127	96.21

**Course / Programme wise distribution of Pass Percentages: 2016 - 2017**

Title of the programme	Total No. of students appeared	Division											
		Exemplary		Distinction		First		Second		Third		Pass	
		No. of Students	Percentage	No. of Students	Percentage	No. of Students	Percentage	No. of Students	Percentage	No. of Students	Percentage	No. of Students	Percentage
M.A. History	13	-	-	-	-	7	53.85	3	23.07	-	-	10	76.92
M.A. Economics	13	-	-	-	-	8	61.54	4	30.77	-	-	12	92.31
M.A. English	25	-	-	5	20	15	60	4	16	-	-	24	96
M.A. Tamil	16	-	-	-	-	12	75	2	12.5	-	-	14	87.5
M.Sc. Mathematics	31	1	3.23	21	67.74	9	29.03	-	-	-	-	31	100
M.Sc. Physics	18	-	-	11	61.11	7	38.89	-	-	-	-	18	100
M.Sc. Chemistry	17	-	-	5	29.41	10	58.82	-	-	-	-	15	88.23
M.Sc. Computer Science	28	-	-	24	85.71	4	14.29	-	-	-	-	28	100
M.Com.	34	-	-	6	17.65	25	73.52	2	5.88	-	-	33	97.05

**Course / Programme wise distribution of Pass Percentages: 2016 – 2017**

**(M.Phil. Degree Course)**

Title of the programme	Total No. of students appeared	Division											
		Exemplary		Distinction		First		Second		Third		Pass	
		No. of Students	Percentage	No. of Students	Percentage	No. of Students	Percentage	No. of Students	Percentage	No. of Students	Percentage	No. of Students	Percentage
M. Phil. History	4	-	-	2	50	2	50	-	-	-	-	4	100
M. Phil. Economics	3	-	-	2	66.67	-	-	-	-	-	-	2	66.67
M. Phil. English	15	-	-	13	86.67	2	13.33	-	-	-	-	15	100
M. Phil. Tamil	11	-	-	11	100	-	-	-	-	-	-	11	100
M. Phil. Mathematics	15	-	-	13	86.66	1	6.67	-	-	-	-	14	93.33
M. Phil. Physics	9	-	-	9	100	-	-	-	-	-	-	9	100
M. Phil. Chemistry	7	-	-	5	71.43	2	28.57	-	-	-	-	7	100
M. Phil. Computer Science	15	1	6.67	11	73.33	3	20	-	-	-	-	15	100
M. Phil. Commerce	13	-	-	7	53.85	5	38.46	-	-	-	-	12	92.31

**ANNEXURE – V**  
**DEMAND RATIO**  
**U.G. (2016-17)**

<b>S. No.</b>	<b>Discipline</b>	<b>Allotted strength</b>	<b>Application Forms Received</b>	<b>Demand Ratio</b>
1	History	70	181	2.58
2	Economics	70	254	3.62
3	English	70	902	12.88
4	Mathematics	70	845	20.07
5	Statistics	50	180	3.6
6	Physics	50	906	18.12
7	Chemistry	50	781	15.62
8	Botany	50	423	8.46
9	Zoology	50	297	5.94
10	Home Science	50	144	2.88
11	Computer Science	50	383	7.66
12	Commerce	140	639	4.56

**P.G. (2016-17)**

<b>S. No.</b>	<b>Discipline</b>	<b>Allotted strength</b>	<b>Application Forms Received</b>	<b>Demand Ratio</b>
1	Tamil	36	9	0.25
2	English	36	117	3.25
3	History	36	19	0.52
4	Economics	36	29	0.83
5	Mathematics	36	185	5.13
6	Physics	20	64	3.2
7	Chemistry	20	81	4.05

**M. Phil. (2016-17)**

<b>S. No.</b>	<b>Discipline</b>	<b>Allotted strength</b>	<b>Application Forms Received</b>	<b>Demand Ratio</b>
1	Tamil	15	16	1.06
2	English	15	42	2.8
3	History	4	15	3.75
4	Economics	5	3	0.6
5	Maths	15	44	2.93
6	Physics	15	16	1.06
7	Chemistry	15	10	0.66
8	Computer Science	15	26	1.73
9	Commerce	15	17	1.13