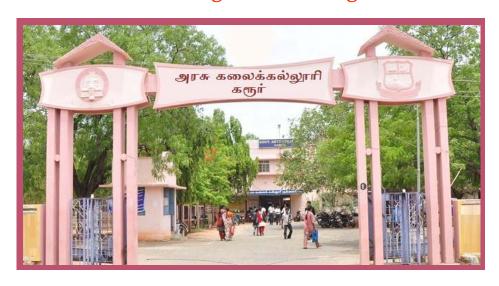# *Annual Quality Assurance Report (AQAR)*

2015-16

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
PoBox No :1075 , Nagarbhavi, Bangalore -560072

Submitted By

GOVERNMENT ARTS COLLEGE (AUTONOMOUS)
(Affiliated to Bharathidasan University, Re Accredited with "A" by NAAC)
KARUR – 639 005, TAMILNADU

Phone: 04324 -257534   Fax: 04324 257534
Email: gackarur1966@gmail.com
Website: www.gackarur.ac.in,   Track ID: TNCOGN10077

Part – A

1. Details of the Institution

1.1 Name of the Institution

> Government Arts College

1.2 Address Line 1

> Thanthonimalai

Address Line 2

> -----

City/Town

> KARUR

State

> Tamilnadu

Pin Code

> 639005

Institution e-mail address

> gac@karurgovtartscollege.com

Contact No.

> 04324-257534

Name of the Head of the Institution:

> Dr.S.RAJENDRAN

Tel. No. with STD Code:

> 04324-257534

Mobile:

> 09443515527

Name of the IQAC Co-ordinator:

> Dr.S.Jagadees Pandi

Mobile:

> 7639243138

IQAC e-mail address:

> gackarur1966@gmail.com

1.3 **NAAC Track ID**

> TNCOGN10077

1.4 NAAC Executive Committee No. & Date: | EC(SC)/01/RAR/99 Dated May 05,2014

1.5 Website address: | www.gackarur.ac.in

Web-link of the AQAR: | http://www.gackarur.ac.in/docs/aqar/aqa_15_16_report.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	3 Star	---	2000	5 years
2	2nd Cycle	B+	761/1000	2006	5 years
3	3rd Cycle	A	3.17	2014	5 years

1.7 Date of Establishment of IQAC : DD/MM/YYYY | 02/02/2010

1.8 AQAR for the year *(for example 2010-11)* | 2015-2016

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

   i. AQAR 2013-14 _16/09/2015_
   ii. AQAR 2014-15

1.10 Institutional Status

University State [√] Central [ ] Deemed [ ] Private [ ]

Affiliated College Yes [√] No [ ]

Constituent College Yes [ ] No [√]

Autonomous college of UGC Yes [√] No [ ]

Regulatory Agency approved Institution Yes [√] No [ ]

Type of Institution   Co-education [√]   Men [ ]   Women [ ]

Urban [ ]   Rural [√]   Tribal [ ]

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

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

1.11 Type of Faculty/Programme

Arts [√]   Science [√]   Commerce [√]   Law [ ]   PEI (Phys Edu) [ ]

TEI (Edu) [ ]   Engineering [ ]   Health Science [ ]   Management [√]

Others   (Specify) | Nil |

1.12 Name of the Affiliating University *(for the Colleges)* | Bharathidasan University, Tiruchirappalli. |

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

Autonomy by State/Central Govt. / University [√]

University with Potential for Excellence [---]   UGC-CPE [---]

DST Star Scheme [---]   UGC-CE [---]

UGC-Special Assistance Programme [---]   DST-FIST [---]

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

UGC-COP Programmes [---]

2. IQAC Composition and Activities

2.1 No. of Teachers — 13

2.2 No. of Administrative/Technical staff — 2

2.3 No. of students — 1

2.4 No. of Management representatives — 0

2.5 No. of Alumni — 1

2. 6 No. of any other stakeholder and Community representatives — 1

2.7 No. of Employers/ Industrialists — 1

2.8 No. of other External Experts — --

2.9 Total No. of members — 19

2.10 No. of IQAC meetings held — 3

2.11 No. of meetings with various stakeholders: No. 3   Faculty 3

Non-Teaching Staff, Students 0   Alumni 0   Others 0

2.12 Has IQAC received any funding from UGC during the year?

If yes, mention the amount [ ]   Yes [ ] [√]

2.13 Seminars and Conferences (only quality related)

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

Total Nos. 0   International [ ]   National --   State --   Institution Level 0

(ii) Themes — Nil

2.14 Significant Activities and contributions made by IQAC

- The IQAC has been involved in preparing many reports highlighting the activities of the college such as
  - Triennial survey report to University
  - NIRF to Ministry of Human Resource Development
  - All India Higher Education survey report
  - New education Policy Questionnaire

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
Increase in built up area	Total Built up area was extended with an increase of additional 32 class rooms
Enhancement of infrastructure	Rs 37 lakhs was received from RUSA and the amount was spent for purchasing equipments such as photocopier machines, computer, printer etc.,

*Attach the Academic Calendar of the year as Annexure. (**Attached in Annexure -I**)

2.15 Whether the AQAR was placed in statutory body   Yes [√]   No [ ]

Management [ ]   Syndicate [ ]   any other body [√]

Provide the details of the action taken

The suggestions recommended in the future plans of the previous AQAR 2014 – 2015 were implemented over this academic year, such as:

- Installation of high and advanced configuration of computers with accessories and Xerox machines to all the research departments

- Increase in infrastructure by enhancing of built up area with 32 additional classrooms

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	11	--	Nil	Nil
PG	12	--	Nil	Nil
UG	15	2	Nil	Nil
PG Diploma	--	--	Nil	Nil
Advanced Diploma	--	--	Nil	Nil
Diploma	--	--	Nil	Nil
Certificate	1 (CLP)	Nil	Nil	Nil
M.Phil	10	--	Nil	Nil
Total	49	2	Nil	Nil

Interdisciplinary	---	----	----	---
Innovative	---	----	----	---

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

Pattern	Number of programmes
Semester	48
Trimester	Nil
Annual	1

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 (Annexure –II)

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

The syllabus was revised in the year 2014-15. Hence there has been no necessity for revision during the year 2015-16

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

- Department of Geology
- Department of Bank Management

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
120	86	16	--	18

2.2 No. of permanent faculty with Ph.D.

68

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
8	37	--	--	--	--	--	--		

2.4 No. of Guest and Visiting faculty and Temporary faculty

13	--	5

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	--	--	--
Presented papers	25	35	12
Resource Persons	--	--	4

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

- Soft skill training programme to students
- Experiential learning through field trips/ Educational tours/ Industry/ Institution visit
- ICT enabled Teaching   -

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

182

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

- Multiple choice Question system

- Online Hall Ticket and Semester results

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

17

2.10 Average percentage of attendance of students

89.5

2.11 Course/Programme wise distribution of pass percentage:

Sl. No.	UG Programme	Total No. of students appeared for exam	Pass %				
			Distinction	I Class	II Class	III Class	Pass %
1	B.Sc., Botany	40	7.5	80.0	5.00	--	**97.5**
2	B.SC., Chemistry	68	7.3	78.0	14.7	--	**100**
3	B.Sc (Computer Science)	52	11.5	80.7	5.7	--	**98.08**
4	B.A., English	55	--	38.2	60.0	--	**98.2**
5	B.A., History	64	1.5	50.0	40.6	--	**92.2**
6	B.SC., Maths	72	25.0	70.8	--		**95.8**
7	B.SC., Geography	66	--	48.5	30.3	--	**78.79**
8	B.SC., Physics	69	13.0	82.6	2.8	--	**98.55**
9	B.SC., Zoology	44	2.2	88.6	2.2	--	**93.18**
10	B.COM	93	--	76.3	22.5	--	**98.9**
11	B.A Tamil	49	4.00	71.4	14.2	--	**89.8**
12	B.A Economics	42	--	59.5	35.7	--	**95.2**
13	Statistics	36	25.0	61.1	--	--	**83.3**
14	B.Com (CA)	47	8.51	87.2	--	--	**95.7**
15	BBA	42	--		52.4	--	**97.62**

Sl. No	PG Programme	Total No. of students appeared for exam	Pass %				
			Distinction	I Class	II Class	III Class	Pass %
1	M.Sc., Botany	24	25.0	62.5	8.33	--	**95.83**
2	M.Sc., Chemistry	25	8.00	92.0	--	--	**100**
3	M.Sc., Computer Science	35	68.5	31.5	--	--	**100**
4	M.A., English	35	--	94.3	5.7	--	**100**
5	M.A., History	32	--	75.0	18.9	--	**93.75**
6	M.Sc., Maths	31	80.6	19.4	--	--	**100**
7	M.Sc., Geography	11	9.00	91.0	--	--	**100**
8	M.Sc., Physics	27	22.2	77.8	--	--	**100**
9	M.Sc., Zoology	22	22.7	77.3	--	--	**100**
10	M.Com	34	3.00	94.1	2.9	--	**100**
11	M.A Tamil	37	20.00	80.0	--	--	**100**
12	M.A Economics	13	--		--	--	

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

> Open Forum, Staff Evaluation Reports, Students Feedback Report, Staff Appraisal.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefited
Refresher courses	10
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	4
Faculty exchange programme	--
Staff training conducted by the university	1
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	20
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				
Technical Staff	Nil			

Criterion – III

3. Research, Consultancy and Extension

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

> The faculty members are involved in Minor and Major Projects under the UGC, ICSSR, DST.. For the purpose of career advancement, the faculty members are granted Duty Leave for attending and presenting papers in seminars, workshops, symposium etc. Besides, with the sponsorship of funding agencies like UGC-SERO, DST etc. the College through the IQAC encourages the faculty members to hold seminars, workshops, etc

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	1	1	--
Outlay in Rs. Lakhs	9,20,000	14,40,000	15,00,000	--

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	--	--	--
Outlay in Rs. Lakhs	1,00,000	--	--	--

3.4   Details on research publications

	International	National	Others
Peer Review Journals	15	--	--
Non-Peer Review Journals	--	5	--
e-Journals	3	--	--
Conference proceedings	1	--	--

3.5 Details on Impact factor of publications:

Range [--]   Average [2.9]   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	2015-17	UGC	15,00,000	---
Minor Projects	--	---	---	--
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects *(other than compulsory by the University)*	--	--	--	--
Any other(Specify)	--	--	--	--
Total	1		15,00,000	---

3.7 No. of books published   i) With ISBN No.   [3]   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 organised by the institution

Level	International	National	State	University	College
Number	1	--	--	--	18

3.12 No. of faculty served as experts, chairpersons or resource persons   [4]

3.13 No. of collaborations   International [--]   National [2]   Any other [--]

3.14 No. of linkages created during this year   [--]

3.15 Total budget for research for the current year in lakhs :

   From Funding agency [15,00,000]   From Management of University/College [---]

   Total   [15,00,000]

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   [42]
    and students registered under them   [73]

3.19 No. of Ph.D. awarded by faculty from the Institution   [6]

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

JRF | 1 | SRF | | Project Fellows | 2 | Any other | |

3.21 No. of students Participated in NSS events:

University level | 250 | State level | -- |

National level | -- | International level | -- |

3.22 No. of students participated in NCC events:

University level | 36 | State level | 12 |

National level | 4 | 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 | - | College forum | 17 |

NCC | 3 | NSS | 5 | Any other | -- |

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility (**Annexure -III)**

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	27 acres	Nil	Govt.of Tamilnadu	27 acre
Class rooms	55	32	”	87
Laboratories	10	1	”	11
Seminar Halls	2	Nil	”	2
No. of important equipments purchased (≥ 1.0 lakh) during the current year.	14	2	Autonomous grant, UGC, DST, RUSA	16
Value of the equipment purchased during the year (Rs. in Lakhs)	26.41		UGC autonomous fund, RUSA	26.41
Others	--		---	

4.2 Computerization of administration and library

- Use of Computer Software for Pay-roll, Tax Deduction, Salary, arrear bill, Fee Collection, Students Scholarships, are the computer based work done by college office
- Exam Panel, Examiner selection and Hall Tickets are computerized.
- CA marks computed and included to the End – Semester mark sheets.
- Declaration of results is executed online.
- Arrear Exam information, Hall tickets and results are declared online.
- Information on Admissions, results and announcements such as seminar/conferences through website.
- Wi-fi facility enhances the use of internet by the students
- No of internet connectivity rose to 66 systems and all the department were given connection facility
- The newly established network resource centre facilitates both staff and students to get access of their needed forms
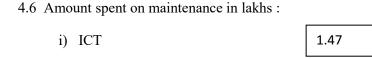
4.3 Library services:

	Existing (up to 2013-14)		Newly added (2014-15)		Total	
	No.	Value	No.	Value	No.	Value
Text and Reference Books	56174	29,77,395	1514	3,75,150	57688	3352545
e-Books	11,000	NA	--	--	11000	---
Journals	108	56600	9	24850	117	81450
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	101	--	--	--	--	--
Others (specify)	--	--	--	--	--	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	282	3	61	--	--	7	14	--
Added	11	Nil	65	--	--	9		--
Total	293	3	65	--	--	--		--

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

- Campus Wi-Fi access facilities for students and staff including hostels.
- Internet access to staff and students in Departments.
- Computers with Internet Access is available for almost all the teachers in their respective departments and non-teaching staff in the office and library.
- Most of the teachers deliver their lectures through power-point presentations.
- The Conference Hall is well equipped with LCD Projector and other advanced accessories which are required for presentations.
- Most of the office work including the admission process and creation of database of students on a retrieval system is executed with the help of the Computer.

4.6 Amount spent on maintenance in lakhs :

  i) ICT   1.47

  ii) Campus Infrastructure and facilities   2.68

  iii) Equipments   26.51

  iv) Others   5.08

            Total :   35.74

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Information regarding scholarships and other financial assistance is given to the students through display on notice boards and announcements through circulars.

- Dissemination of information to staff , research scholars and students on various aspects such as UGC notices on schemes for colleges.

- Committees for the different types of Support Services headed by a Convener are being formed for the benefit of the students.

- Personal and academic counselling are carried out on a regular basis through the concerned cell.

- Feedbacks regarding the Support Services are obtained from the students on a regular

5.2 Efforts made by the institution for tracking the progression

- The institution is maintaining the data of every student who gets admission

- Regular and periodical council meeting and department level meeting to discuss the progress of students in academics particularly on student progression.

- The suggestions and feedback from the officials helps the college in taking policy decisions in amending a suitable system to assure and enhance academic performance of the students in each and every semester.

- Conducting periodical test , parent teacher meeting Alumni meet, written feedback from the alumni and Convocation

5.3 (a) Total Number of students (2015-16)

Course	Male	Female	Total
UG	1242	1957	3199
PG	305	678	983
M.Phil	49	69	118
Ph.D	24	31	55
Total	1620	2735	4355

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

	No	%			No	%
Men	1620	37.2	Women		2735	62.8

2014 -15						2015 -16					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
15	1126	37	2450	8	3636	14	1308	34	2987	12	4355

Demand ratio : 1:5   Dropout: 2.1%

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

- TNPSC Group IV, II and I coaching classes were organized in collaboration with District Employment office as part of Govt Initiative.
- Many departments has included a competitive exam paper in syllabi

No. of students' beneficiaries: 351

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

- Tutor ward system
- Counselling by class teacher for under achievers
- Special/coaching classes for slow learners

No. of students benefitted   438

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
6	78	5	6

5.8 Details of gender sensitization programmes

> At the beginning of every academic year all students are given an orientation on gender sensitization along with other areas of concern. The college has an women cell forum which conducts different programmes on women empowerment.

5.9 Students Activities

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

State/ University level [121]   National level [--]   International level [--]

No. of students participated in cultural events

University level [89]   National level [--]   International level [--]

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

Sports : State/ University level [3]   National level [--]   International level [--]

Cultural: State/ University level [5]   National level [---]   International level [---]

5.10 Scholarships and Financial Support

	Number of students	Amount (Rs)
Financial support from institution (Endowment Price)	45	4,45,000
Financial support from government (Tamil medium fund)	450	180000
Financial support from government (Scholarship)	3090	85,39,932

5.11   Student organised / initiatives

Fairs   : State/ University level [--]   National level [--]   International level [--]

Exhibition: State/ University level [--]   National level [--]   International level [--]

5.12   No. of social initiatives undertaken by the students [--]

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

It is our vision to persuade every mind in this temple of learning to tirelessly seek the truth to face the challenges of the times and honestly participate in the establishment of universal peace, progress and love.

Mission

It is our mission to create in everyone an honest searching mind to be ready for value-based creative citizenship for regional, national and global peace and progress.

6.2 Does the Institution have a management Information System

Yes The Institution is having a Management Information System. The data of the Admission of students are kept in a data retrieval system, the salary accounts are on the same system and many of such works like teachers progression etc. are being kept in the respective departments on a retrieval system

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

6.3.1 Curriculum Development

- The syllabus is reviewed and revised every three years. The major restructuring is done periodically after taking into consideration the feedback from all the stakeholders such as alumni, employers, industry and academic experts from educational institutions. The College follows the guidelines for curriculum development and restructuring set down by the UGC and the University of Bharadidasan.

- The system of formal Feedback from students also ensures the Curriculum Development
- Faculty members participate in syllabi framing committees

6.3.2 Teaching and Learning

- Preparing the Academic Calendar and the Annual Departmental Activity Calendar

- Conducting Unit Tests, Group Discussions, Practical Examinations, assignments etc.,

- Exposing students for outdoor learning through educational trips, excursions etc

6.3.3 Examination and Evaluation

- The Examination schedules are followed according to the Prospectus as well as by periodic notices
- After the completion of topics/units, in order to improve the results, regular Unit Tests are conducted.
- Extra classes are arranged departmentally for smooth completion of the syllabus.

6.3.4 Research and Development

For the last 4 years the college has an active research committee. This committee endeavours to encourage the active participation of the desiring research scholars and with full co-operation from the teachers and support from the active Research committee, this committee has been successful from the very date of its inception. The research committee comprises of the Principal and faculty members of the college.
• The Institution motivates teachers to take up both Major and Minor Research Projects

6.3.5 Library, ICT and physical infrastructure / instrumentation

LIBRARY: There is a collection of around 58,000 (fifty eight thousand) copies of text books, reference books and journals covering a wide range of subjects in the College library. Besides, magazines and newspapers are subscribed regularly. In the Reading Room, attached to the library, reference books, journals, magazines and newspapers are placed for consultation . Every department has a Departmental Library where useful reference books are available for the reference of faculty and students
ICT : Every department is attached with audio visual facility, which is connected with the Principal. All the departments had the access of Wifi and BSNL connection. Moreover all the departments has been attached with LCD projector, Xerox machine and Laser and Inkjet printers
Physical Infrastructure : The total built up area has been extended to   Sq feet with an increase of additional classrooms of 32.

6.3.6   Human Resource Management

The institute consider students to be the prime Human Resource and hence strives to develop this resource through a variety of activities initiated through NSS, NCC , Social and Cultural activities

Regular parent teacher Meet are held according to the schedules

Alumni meets help the College to manage the Human Resource

Hands-on-practice of the Office Staff on computers
The teachers enrich themselves through Refreshers' Course, seminars etc.

Recruitment of staff is done by the Directorate of Collegiate Education, Government of Tamilnadu. The college adheres to the rule of the Government on faculty recruitment.

Tamil Nadu Public Service Commission recruits non-teaching staff members and the Director of Collegiate Education appoints them for various positions

6.3.8 Industry Interaction / Collaboration

The Career Guidance and Placement Cell of the College has been maintaining a professional relation with various industries with the intention of placement opportunities for the students

6.3.9   Admission of Students

Admission to UG and PG and research programmes are made through General Counseling as per the State Government and Bharadhidasan University norms. A detailed prospectus, which includes course content and counseling dates, are issued along with the applications. Counseling dates are also advertised prominently in news daily, local television channels with greater coverage

6.4 Welfare schemes for

Teaching	Provident Fund Scheme, Health Insurance, Thrift, Pongal Bonus, FIP, Maternity leave, Festival Advance, Medical Leave, Earning leave.
Non-Teaching	Provident Fund Scheme, Health Insurance, Thrift, Pongal Bonus, FIP, Maternity leave, Festival Advance, Medical Leave, Earning leave.
Students	Bus pass, Laptops, Scholarship, Free hostel, Bank Account, students cooperative store.

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	No	---	Yes	Principal along with senior faculties
Administrative				

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?

- Online publication of semester results and Hall Ticket

- The printing of mark statement include the feature of the photograph of the student

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

Not Applicable

6.11 Activities and support from the Alumni Association

- The college has an active Alumni Association wherein members belongs to multidisciplinary professions
- The past students of the College working in diverse fields and in different elite positions in the society are the members of the alumni association. Some of the alumni also holds positions as teachers and in the non – teaching staff.

6.12 Activities and support from the Parent – Teacher Association

Regular parent teacher meets are held by different departments where active interaction takes place between parent/guardians, teachers and students. The outcome of the interaction are discussed in staff and academic council meet and necessary follow ups are chalked out

6.13 Development programmes for support staff

- Medical facilities in the College campus
- The Principal periodically takes note of the shortfalls and problems of the support through meetings and tries to rectify the same

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

- Regular plantation programmes through Clubs and other community based organization in the college campus as well as the hostels

- Cleaning of the campus has been going on through the NSS and Clubs

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.

- Dress code/Uniform for all UG and PG students
- Ragging free campus.
- Opening of Savings Bank accounts for students for direct credit of scholarships.
- Single Window Counselling system for all Admissions to UG and PG Courses
- Centralised Model Exam Schedule
- Introduction of New courses and Research Departments
- ICT enabled teaching
- Soft skill training to student

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

- The department of Botany has organised an international conference on " " November 17-22, 2014

- Frequent updating of the College website -Various information, notices etc. are being uploaded in the college website
- A minimum of 300 students were given soft skill training programme by

7.3 Give two Best Practices of the institution

- Revision of curriculum based on feedback and on par with the national and international standards

- More number of skill based elective and optional papers. Value education, capacity building, soft skill programme and gender studies to   all UG students

7.4 Contribution to environmental awareness / protection

 - Reverse Osmosis plant – water purifier
 - Solar powered lights
 - Herbal garden
 - Tree plantations
 - Campus clean drive volunteers of NSS, NCC and clubs.

7.5 Whether environmental audit was conducted?   Yes   No   √

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

Annexure -IV

8. Plans of institution for next year

- External Academic Audit
- Enhancing research and publication activities
- plan to provide various infrastructure facilities to enable virtual learning through ICT enabled
- Introduction of Add on courses

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Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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Academic Calendar for the Year 2015-16

Date (s)	Events
18.6.2015	College reopens for the academic year 2015-16
22.06.2015	Declaration of semester results
22.07.2015	Population awareness campaign& Rally
30.07.2015	Commencement of First Internal test for odd semester
15.08.2015	Independence day celebration
24.08.2015	Commencement of second Internal test for odd semester
01.10.2015	State level workshop on " Soft Skill Development Programme" by the Dept.of Commerce
08.10.2015	Commencement of model exams
03.11.2015	End of odd semester
04.11.2015	Commencement of Semester Exams
01.12.2015	College Re-Open for Even Semester
28.12.2015	Declaration of odd semester results
26.01.2016	Republic day Celebration
15.02.2016	Commencement of second Internal test for odd semester
16.03.2016	Commencement of model exams
17.04.2016	End of Even semester
18.04.2016	Commencement of Even Semester exams
26.05.2016	Convocation ceremony

Analysis of Feed Back

The IQAC of our college collected feedback from different stakeholders of the college such as alumni, parents and students. The feedback survey consists of different parameters for rating. The outcome of the feedback was carefully scrutinized. The findings of the survey suggest that the parameters such as curriculum design, lab facilities, infrastructure, students support and progression and extension activities have been rated as good. The other parameters such as library and placement need more attention as they have been rated as average and to some extent as poor.

The college has twelve students clubs, as part of extension activities, to create awareness of institutional and social responsibility. Some of the activities performed by these clubs during the year 2015-16 are listed below.

Leo Club

- Organized Eye Donation awareness Camp

- Organized Eye screening Camp to disseminate the Awareness of Eye donation.

Population Education Club

- Participated in the Road rally for awareness campaign on the importance of population education

Youth Red Cross

- Organized Blood Donation camp at college campus

- Participated in the Awareness rally programme on voter's awareness

- Organized First Aid training Programme and disaster management

- Organized a awareness programme on stress management, yoga

Environmental Education Club

- Organised a rally and fair on environmental awareness

Rotract Club

- Participated in the Blood donation camp organised by the District rotary Club.

SWOT Analysis

Strength	Challenges
Highly qualified and dedicated faculty, committed to student welfare	Limited man power resources
A large number of scholarships disbursed for the students of economically backward	Industry institution interaction and MoU
	Increasing transport facilities
Broad-based curriculum with emphasis both on skills development and knowledge building	Developing and enriching communication skills to the students
Best Practices – Uniform and ID	Creating abroad opportunities to students
Better ICT –Wifi and BSNL landline connection throughout the campus	
Transparent and equity based admission process	
Eco-friendly, green campus partially powered by solar energy	
Opportunities	**Weakness**
Opportunities for obtaining more research projects from funding agencies.	Low concentration of certificate course
Scope for initiation of more UG and PG and research programmes.	Lack of modern and ICT equipped class rooms-Many classroom are running in age-old buildings covered with asbestos
Scope for obtaining and utilizing funds for Infrastructure strengthening.	Lack of industry tie-ups
Scope for upgrading the institution to the status of College with Potential for Excellence.	Lack of on and off campus placement
Scope for increasing infrastructure –increasing the built up area of the campus	

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
DST	-	Department of Science and Technology
GATE	-	Graduate Aptitude Test
ICSSR	-	Indian Council of Social Science research
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TANSCHE -		Tamilnadu State Council for Higher Education
TEI	-	Teacher Education Institution
UGC	-	University Grants Commission
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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