

SRI SARADA NIKETAN COLLEGE FOR WOMEN, AMARAVATHIPUDUR
(Accredited with "B" Grade by NAAC)
(Recognized under 2(f) & 12(B) of the UGC Act 1956)
 (Affiliated to **Alagappa University**)
Karaikudi – 630 301, Sivagangai district, Tamilnadu.

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year

2016-17

1. Details of the Institution

1.1 Name of the Institution

SRI SARADA NIKETAN COLLEGE FOR WOMEN

1.2 Address Line 1

AMARAVATHIPUDUR

Address Line 2

KARAIKUDI TALUK, SIVAGANGAI DISTRICT

City/Town

KARAIKUDI

State

TAMILNADU

Pin Code

630301

Institution e-mail address

saradaniketan1997@gmail.com

Contact Nos.

9443609734/9500250311

Name of the Head of the Institution:

Dr.S.SelvaRani

Tel. No. with STD Code:

04565-250711

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID

1.4 NAAC Executive Committee No. & Date:

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.20	2015	2020
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

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

- i. AQAR 2015-16 submitted to NAAC on 15.07.2016
- ii. AQAR - NA-
- iii. AQAR - NA-

1.9 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 type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Regulatory Agency approved Institution	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Type of Institution	Co-education	<input type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input checked="" type="checkbox"/>		
	Urban	<input type="checkbox"/>	Rural	<input checked="" type="checkbox"/>	Tribal	<input type="checkbox"/>		
Financial Status	Grant-in-aid	<input type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>		
	Grant-in-aid + Self Financing	<input type="checkbox"/>	Totally Self-financing	<input checked="" type="checkbox"/>				

1.10 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input checked="" type="checkbox"/>		
Others (Specify)	<input type="text" value="-"/>								

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

ALAGAPPA UNIVERSITY

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

Autonomy by State/Central Govt. / University

NA

University with Potential for Excellence

NA

UGC-CPE

NA

4

DST Star Scheme

NA

UGC-CE

NA

UGC-Special Assistance Programme

NA

ST-FIST

NA

UGC-Innovative PG programmes

NA

Any other (*Specify*)

NA

UGC-COP Programmes

NA

2. IQAC Composition and Activities

2.1 No. of Teachers

4

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

1

2.4 No. of Management representatives

1

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

4

2.9 Total No. of members

12

2.10 No. of IQAC meetings held

2

2.11 No. of meetings with various stakeholders:

No.

6

Faculty

4

Non-Teaching Staff

2

Alumni

-

Others

-

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

Yes

No

If yes, mention the amount

-

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

- Academic Audit and Departmental Mentoring.
- Basic Counselling for Fresher's.
- Examination Reforms.

2.14 Significant Activities and contributions made by IQAC

- Remedial coaching and enrichment classes are arranged.
- Monitoring the centralization of continuous internal assessment.
- Consolidating the feedback forms for implementation of recommendations.
- Guidance to organize International and National level seminars.
- Motivate faculty members to do minor projects.
- Every year, academic audit is done.
- 5 State level conference, 2 State level competitions, 30 guest lecture programs, 10 institutional seminars were organized for this academic year.
- Guidance to improve Research Cell activities.
- Bridge Courses for one week for all the first year students are arranged. Experts from universities and industries are invited to address the students.
- Basic Grammar foundation course is arranged for all the first year students for one week by the Department of English.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
<ul style="list-style-type: none"> • Planned to conduct Campus interview • Planned to organize workshop, seminars, conference etc., • Plan to improve the teaching-learning process • Plan to improve quality enhancement programs. • Plan to improve e-skills 	<ul style="list-style-type: none"> • 5 state level conference, 1 state level competition, 30 guest lectures, 10 institutional seminars were organized by various departments. • Periodical remedial and enrichment classes for the slow learners and advanced learners respectively. • Documentation of lesson plans, Collection of feedback from students on quantity and quality of teaching, Developing programs for Remedial, Bridge and Competitive Exam Coaching Exercises, Initiating Innovative Practices, etc. • Teachers conduct e-classes by PPT slides and maintain e-library

* Academic Calendar of the year 2016-17 is attached 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

NA

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	04		04	
UG	10		10	
PG Diploma				
Advanced Diploma				
Diploma	01		01	
Certificate				
Others				
Total	15		15	

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	14
Trimester	-
Annual	01

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

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

Since our college is affiliated to Alagappa University, we does not enjoy the freedom to modify the syllabi. University will update the syllabi for every three years.

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

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
52	49	02	01	

2.2 No. of permanent faculty with Ph.D.

05

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
10	-	-	-	-	-	-	-	10	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

03

-

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	1	2	8
Presented papers	6	4	1
Resource Persons	-	-	3

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

Internet Interaction

All the faculty members are conversant with internet. Faculty members have the opportunity to keep themselves updated with recent developments by referring various websites related to their academic interest and courses they teach to the students. Sizable number of classes is held in ICT environment facilitating interactive learning, listening to net downloaded lecturers, etc.

IT enabled learning

All teachers prepare PPT slides and deliver power point presentations in the classes for explaining the concepts. At least 2 classes for each subject for a month are handled through PPT slides by every faculty and the prepared CDs are stored in the e-library for students' reference. Students are encouraged to use computer software packages.

Seminar/Workshops/Conferences

To imbibe research culture among the members of the staff and students seminars/conferences/workshops at State/National/International level are conducted in various subjects by the College through the respective departments. Most of our programs are Acronymic as, 'ABCD (for Bio-chem), BLISS (for spiritual), ELITE (for English), PLACE IT.com (for Computer Science &IT), META (for Business and Commerce) and MEGA (for Mathematics).

Quizzes

Quiz competitions are conducted subject-wise periodically by the quiz club of the College. It conducts various rounds consisting of audio round, visual round, rapid-fire round, flow round, etc.

Group Learning

Peer-group learning among teachers and the same among the students is practiced so that there is sharing of knowledge laterally. Lateral summation of knowledge is more effective and effulgent than self-learnt knowledge. Further several groups based on natural bonding emerge out making learning an endearing experiment.

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

191 days

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

The College is affiliated to Alagappa University which has initiated various evaluation reforms. Some of them are:

- Introduction of continuous internal assessment test system.
- Introduction of table marking and evaluation through dummy roll numbers, so as to make the evaluation process more transparent and beyond bias, if any.
- Introduction of viva-voce examination to non-major elective (NME) papers and skill based subject (SBS) papers in the CBCS system.

The College has adopted various University reforms regarding evaluations viz.

- In the continuous internal assessment (CIA) tests and model examinations, the same pattern of question papers as in the University examinations is used.
- Internal assessment marks are awarded to the students as per the component criteria laid down.
- Class tests conducted twice a month. Unit tests and surprise tests are conducted to evaluate the performance of the students.

- Teachers also evaluate the performance of the students through assignments, projects, seminars, oral tests, and practical sessions.

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

01

2.10 Average percentage of attendance of students

85%

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.Sc Computer Science	39	11	86	3	-	74
B.Sc IT	18	22	78	-	-	100
B.Sc Mathematics	34	70	30	-	-	75
B.Sc. Physics	13	9	91	-	-	85
B.Sc Biochemistry	14	21	79	-	-	100
B.Com	33	3	37	60	-	91
B.Com CA	42	-	83	17	-	98
BBA	15	-	64	36	-	93
B.A English	20	-	17	83	-	60
B.A. Tamil	08	-	100	-	-	100
M.Com	11	9	91	-	-	100
M.Sc C.S and I.T	04	100	-	-	-	75
M.Sc Mathematics	07	71	29	-	-	100
M.A English	05	80	20	-	-	100

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

- IQAC documents various programs, activities leading to quality improvement in the form of Academic Plans, Calendars, etc.
- Capacity building programs and faculty improvement programs are organized by IQAC to improve teaching skills and to keep abreast of knowledge in latest developments for diverse subjects.
- Academic audit is done by IQAC every year for all the faculty members.
- IQAC initiates each and every faculty member to equip with the ICT method of teaching. Following this, a schedule is formed for e-classes and the faculty members follow it.
- IQAC organizes 'Bridge Courses' for all subjects for the first year fresh candidates.
- IQAC arranges Remedial Coaching Classes for poor achievers in all subjects.
- IQAC Consolidates the feedback forms and documents for implementation of recommendations.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	04
HRD programmes	-
Orientation programmes	04
Faculty exchange programme	-
Staff training conducted by the university	06
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	02
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	08	-	-	-
Technical Staff	04	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- Under the guidance of IQAC, we have established Multi-Disciplinary Research Advisory Committee to monitor and promote the faculty members and students to do basic research activity in their concern subjects.
- Research cells are functioning in all departments consisting of experienced and renowned professors from various Universities and Institutes.
- IQAC motivates all the faculty members to apply for Minor research projects.
- Under UGC 3 minor projects were completed during the year 2014-15.
- IQAC recommends all the departments to organize National, International and State level Seminars.
- IQAC motivates all the students to take part in Inter-collegiate Seminars and competitions conducted by other institutions.

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	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	4	-	-
Non-Peer Review Journals	-	-	2
e-Journals	-	-	-
Conference proceedings	1	2	-

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	-	-	-	-
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	-	-	-	-

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For Colleges

Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	05	-	05
Sponsoring agencies			Management		Management

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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
01	-	-	-	-	-	01

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

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

3.23 No. of Awards won in NSS:

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

3.24 No. of Awards won in NCC:

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

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="01"/>	
NCC	<input type="text"/>	NSS	<input type="text" value="01"/>	Any other <input type="text"/>

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

- A two day village camp on health and hygiene awareness was conducted during 21.10.2016 and 22.10.2016 at Amaravathipudur village. 250 students participated in the program. Our students played a significant role in keeping the environment neat and hygienic and took survey about the village.
- On 12.12.16, a special industrial visit was organized to Rural Training Centre, Amaravathipudur village for motivating entrepreneurship and self employment to the students.
- Entrepreneurial Developmental cell organized a training program on 23.02.2017 in the nearby village. Training on fabric painting and jewellery making were given to the villagers by the trainees.
- National service Scheme of our college organized seven day special camp at Amaravathipudur from 22.02.2017 to 28.02.2017. 80 students participated in the program.
- Tree plantation program was conducted in nearby villages and samplings were planted.
- Free homeopathy medical camp and eye camp program were conducted to the benefit of villagers in nearby area.
- College bazaar was organized for three days in our college campus by Tamilnadu Corporation for development of Women from 20.03.2017 and 21.03.2017. Women Self Help Groups displayed their products for sales. Students were motivated to self-employment and the rural women were benefited by marketing their products.

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	12.3 acres	-	Management	12.3 acres
Class rooms	16,640 sq.ft	-	Management	16,640 sq.ft
Laboratories	3159 sq.ft	-	Management	3159 sq.ft
Seminar Halls	3135 sq.ft	-	Management	3135 sq.ft
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	31			
Value of the equipment purchased during the year (Rs. in Lakhs)	2,62,000			
Others	-	-	-	-

4.2 Computerization of administration and library

- A fully computerized bursar office is functioning in the College to maintain the accounts of the College.
- Library is not yet computerised.

4.3 Library Services:

	Existing		Newly added		Total	
	No.	Value(Rs.)	No.	Value(Rs.)	No.	Value(Rs)
Text Books	8470	4,88,238	88	15,077	8558	503315
Reference Books	580	74,436	25	6530	605	80966
e-Books	-	-				
Journals	22	12,910	3	4544	25	17454
e-Journals			-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	87	70	09	-	-	03	04	01
Added	10	10	-	-	-	-	-	-
Total	97	80	09	-	-	03	04	01

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

To inculcate students and faculty on the ICT based pedagogy, e-learning is adopted in the institution since long, facilitating quality enhancement of both students and the faculty. Students are motivated to learn current developments in the subjects by the access of internet. For all the subjects, teachers used to handle some classes through e-learning. The faculty members conduct monthly two classes through power point presentation using LCD projector and the power point presentation slides are prepared by them are stored in the e-library for further reference of students.

4.6 Amount spent on maintenance in lakhs:

i) ICT	Rs.6,74,830
ii) Campus Infrastructure and facilities	Rs.18,35,950
iii) Equipments	Rs.13,000
iv) Others	Rs.4,08,060
Total :	Rs.28,81,710

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC creates awareness about various scholarships (Government scholarships, Scholarships under trust etc.,)
- IQAC plays a great role in providing medical assistance, providing canteen facilities, College bus arrangement, coaching classes for competitive exams, skill development programs for the well fare of the students.

5.2 Efforts made by the institution for tracking the progression

- Academic Counseling, Personal Counseling, Psycho-Social Counseling, Career Counseling are made available to the students. Each class has a class teacher and each student has a mentor whom the students approach for academic and personal counseling.
- Parent-Teachers meeting have been arranged monthly and the academic performance, attendance record etc., are discussed and proper counselling is given.
- Mentors arrange remedial coaching for the slow learners and enrichment classes for the advanced learners.
- IQAC encourages the students to participate in extracurricular activities and sports.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
832	69	-	-

(b) No. of students outside the state

-

(c) No. of international students

-

Last Year (2015-16)						This Year(2016-17)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
179	38	-	88	-	305	212	60	-	78	-	350

Dropout % 0.86

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

Students are trained to face interviews in competitive exams like Civil services, Bank recruitment exams, TNPSC exams. Group discussions among students are arranged. 150 students are trained by the cell.

Mock tests are conducted for bank clerical level entrances exams and civil services preliminary exam CSAT (Civil Services Aptitude Test). Competition Success Review, GK today, Current Science, Readers Digest, Front Line etc. are subscribed to library and students are motivated to utilize them. Special attention has been taken to proclaim the advertisements regarding the competitive exams like TNPSC exams, Railway Service Exams, Bank Service Exams, Staff Selection Service Exams, etc. and the details are displayed on the notice board before 15 days of the commencement of exams.

No. of students beneficiaries

25

5.5 No. of students qualified in these examinations

NET	NA	SET/SLET	NA	GATE	NA	CAT	NA
IAS/IPS etc	NA	State PSC	NA	UPSC	NA	Others	NA

5.6 Details of student counselling and career guidance

Career Guidance & Placement Cell has been functioning in our College. The Principal objective of the cell is to enhance the personality development, inter-personal skills, communication skills, soft skills and employability quotient of the students to facilitate the achievement of their career goals. The aim is to ensure that students have the information and skills necessary for an effective job search and equipping them with the skills. All advice is based on up-to-date placement statistics and an envisioned view of future educational and industrial trends. Every effort is undertaken to create opportunities for our students.

- On 17.09.2016 IQAC and Career Guidance cell organized a seminar on “Career Awareness”. Dr.S.SelvaRani , Principal presided over the function. Mr.Kathiresan, G.M(Rtd), ICICI Bank, Karaikudi delivered a lecture on “Career as Company Secretary”.

No. of students benefitted

170

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 Students Placed
-	-	-	02

5.8 Details of gender sensitization programmes

On 12.09.2016, a special lecture on Women's Empowerment was delivered by Mr.K.Ecojo Rav, Sree Sevugan Annamalai College in our Campus. He spoke about women's rights.

5.9 Students Activities

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

State/ University level	National level	International level
28	08	05

No. of students participated in cultural events

State/ University level	National level	International level
32	-	-

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

Sports: State/ University level	-	National level	-	International level	-
Cultural: State/ University level	30	National level	-	International level	-

5.10 Scholarships and Financial Support

	Number of students	Amount(Rs.)
Financial support from institution	19	9,50,000
Financial support from government	123	9,17,290
Financial support from other sources	15	75,000
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs	: State/ University level	<input type="text" value="02"/>	National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>
Exhibition:	State/ University level	<input type="text" value="02"/>	National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

Grievance Redressal Cell is functioning in the College under the direct supervision of the Principal and Secretary. In the institution, suggestion boxes are available. The cell discusses suggestions of the beneficiaries related to water problem, electricity problem, and personal problems of learners and the like every Monday to redress the grievances. Infra structure related grievances like deficiency of fans and lights in some classes are redressed by providing extra fans and bulbs. All the grievances are brought to the notice of the principal and remedies are provided.

Criterion – VI**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

Vision: Harmonizing Head, Hand & Heart (HHHH) in tuning the talents of learners committed to Individual, Societal and Nation building.

Mission: Empowering the Women Students of all nativities to excel in their justly chosen ways of life through right balance of Thought, Word and Deed. Sensitizing the Women Students on the Hoary Divinity of our land so that our Current actions of Head, Hand & Heart bequeath a valued paradigm for posterity.

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

The affiliating University is the authority to frame the curriculum. The College does not enjoy the freedom to frame its curriculum for any of the academic programs. University will update the syllabi for every three years. The Principal of the institution discusses with the concerned faculty members, relating to the curriculum design, frequently. Whenever it is found that the curriculum (Content, Structure and Contours) is to be enriched / revised to meet the present trends, the ideas are deliberated with the involvement of the Principal. The crystallized suggestions regarding the modification of the Content, Structure and Contours of curriculum are delivered by the Principal, in the Principals' meeting conducted by the Affiliating University and Communications are sent to the Dean College Development council of the University to take note of the enrichments sought.

6.3.2 Teaching and Learning

Measures taken to translate quality to various Administrative and Academic units:**ICT Initiative**

The teaching & non-teaching staff members with less/no ICT exposures are specially trained in ICT by the Department of Computer Science.

Special Cells/Clubs

32 Cells/Clubs, statutory/ non-statutory are established for planning, designing and delivering special skills to students.

Fixed Schedules

Certain regular activities are scheduled to take place on specific dates of the calendar so that planning and execution go in a steady pace and certainty.

Admission process

Meritorious candidates based on academic records for almost all programs are given preferences to ensure the quality.

Enhancement in Pedagogy

Learner-oriented, Web-complemented, Interactive, Power-Point Presentation mixed with conventional Chalk-Talk approach ensures quality delivery.

Modern Laboratory

Laboratory with sophisticated equipment for quality experimentation, fabrication, culture and the like.

Learning Resources

Adequate, Diverse and up-to-date learning materials, including e-resources for quality learning.

Feedback oriented CIA

Continuous Internal Assessment (CIA) giving timely/ instant feedback to the learners for enhanced learning.

End-semester Examination

Thoroughness of learning is tested with intensive end-semester examinations.

6.3.3 Examination and Evaluation

- Introduction of continuous internal assessment test system.
- Introduction of viva-voce examination to non-major elective (NME) papers and skill based subject (SBS) papers in the CBCS system.
- In the Continuous Internal Assessment (CIA) tests and model examinations, the same pattern of question papers as in the University examinations is used.
- Internal assessment marks are awarded to the students as per the component criteria laid down.
- Class tests conducted twice a month. Unit tests and surprise tests are conducted to evaluate the performance of the students.
- Teachers also evaluate the performance of the students through assignment, projects, seminars, oral tests, and practical sessions.

6.3.4 Research and Development

- We have established Multi-Disciplinary Research Advisory Committee to monitor and promote the faculty members and students to do basic research activity in their concern subjects. Under the MDRAC, Department Research Cells (DRCs) for disciplines of Commerce and Business Administration, English, Tamil, Biochemistry, Mathematics and Computer Science & Information Technology function in the College. The members of DRCs recommend, vet and advise on research and project ideas to concerned faculty members. On their recommendation internal funding for selected mini-projects is allotted. The DRCs also endeavour to stage capacity building programs to the teachers to make them dynamic and skilled enough to take up quality research projects.
- IQAC motivates all the faculty members to apply for Minor research projects. Under UGC 3 minor projects were completed during the year 2014-15.
- IQAC recommends all the departments to organize National, International and State level seminars on current developments and needs.
- IQAC motivates all the students to take part in intercollegiate seminars and competitions conducted by other institutions.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- A Well equipped library with total area of 900 sq.ft. and more than 8500 books are available. List of Books, Journals and Magazines to be purchased with reference to new syllabus and current needs of students, every semester. Library Advisory Committee functions and it plans ,evaluates library related actions.
- **Technology enabled learning spaces:** The institution has well developed ICT classrooms with LCD projectors and also with OHP in few class-rooms. Departments of Computer Science & Information technology have 2 air-conditioned labs with internet connectivity. Generator and Printers are available.
- **Seminar Halls:** The College has spacious conference hall accommodating 400 persons, a seminar hall by name *Sister Nivedita Hall* accommodating 500 persons and an open air theatre auditorium.
- **Botanical garden:** The College has a well- maintained herbal garden where the students of biochemistry plant various herbal and medicinal plants which facilitates them in enriching their knowledge of herbal plants.
- **Prayer Hall** The College has a Prayer Hall in the Sri *Sarada Amma* Temple. Special spiritual events are held with piety here round the year.
- **Sports:** The College provides indoor and outdoor game/sporting facilities to the students. Volley ball court, Throw ball court and Kho-Kho field are provided in a vast area of 2 acres in the campus. The College has participated in various Inter-Collegiate level tournaments. Also, the College has the privilege of conducting Inter- Collegiate chess tournament for the year 2012-13 and 2013-14 in its campus.

6.3.6 Human Resource Management

- The process of assessing adequacy and capability of the human power of the institutions is almost systematized with systematic transparent and merit-oriented selection process and then continuous assessment through student feedback, peer review and academic audit.
- Faculty members are appointed after screening the application and written test and conducting interview by the duly constituted selection committee and the order will be issued by the secretary of the institution.
- Performance of the teaching staff is assessed and a detailed faculty performance appraisal is done with a structured questionnaire.

6.3.7 Faculty and Staff recruitment

Faculty members are appointed after screening the application and conducting written test and interview by the duly constituted selection committee and the order will be issued by the secretary of the institution.

6.3.8 Industry Interaction / Collaboration

Experts from industries are invited to give guest lectures. Industrial visits & field tours are arranged to the students to get exposure. Also inter-collegiate seminars, youth festivals, workshops on various subjects and spiritual festivals are organized to interact with other Colleges.

6.3.9 Admission of Students

The College offers under graduate and post graduate courses as per the direction by the affiliating University.

- Date of sale of application forms/prospectus is notified on the notice board and in the College website.
- Usually application forms for under graduate courses & post graduate courses are called for in the month of May & June respectively.
- The process of admission is quick and simple. The basis of admission is merit revealed through the marks scored in the qualifying examination, namely XII for UG programs and UG examination for PG programs.
- Social justification is ensured through priority for admission to candidates from reserved community, given the prescribed eligibility parity.
- Admission Committee members ensure the eligibility of candidates, including the marks/ranks of the candidates by thorough vetting of the documents.
- Counseling Team consisting of H.O.Ds and senior faculty members helps the candidates to make right choice of major subjects and elective papers.
- Spot admission is given to top achievers in the qualifying examinations.
- Special consideration is also given to orphaned candidates, including fee-waiver and free boarding.
- A personal interview with the Principal/Admission Committee Chair by the candidates along with Parents/Guardians is the final lap.

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> The strategies adopted by the institution for faculty welfare includes some incentive benefits for those with higher qualifications such as Ph.D. as well as opportunities for those who wish to improve their qualifications. The College helps the teaching and non-teaching staff members who wish to apply for house loans/vehicle loans/private loans Subscription to Government provident fund (GPF) is provided in our institution to all the teaching staff members. The institution also makes employer's contribution of PF contribution up to 10% of basic pay. It benefits all the employees of the institution to get pension benefits after retirement. The institution provides on-duty leave (OD) to teaching staff members, if applicable.
Non teaching	<ul style="list-style-type: none"> Subscription to Government provident fund (GPF) is provided in our institution to all the non-teaching staff members. The institution also makes employer's contribution of PF contribution up to 10% of basic pay. It benefits all the employees of the institution to get pension benefits after retirement.
Students	Government and Private Scholarships

6.5 Total corpus fund generated

Rs. 71,601

6.6 Whether annual financial audit has been done

Yes

No

6.7 Whether Academic and Administrative Audit (AAA) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	IQAC	Yes	IQAC
Administrative	Yes	IQAC	Yes	Principal

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?

Revised

The College is affiliated to Alagappa University which has initiated various evaluation reforms.

Some of them are:

- Introduction of continuous internal assessment test system.

25

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

- The College has adopted various University reforms regarding evaluations viz.
- In the continuous internal assessment (CIA) tests and model examinations, the same pattern of question papers as in the University examinations is used.
- Internal assessment marks are awarded to the students as per the component criteria laid down.
- Class tests conducted twice a month. Unit tests and surprise tests are conducted to evaluate the performance of the students.
- Teachers also evaluate the performance of the students through assignment, projects, seminars, oral tests, and practical sessions.
- NME (Non Major Elective) and SBS (Skill Based Subjects) are evaluated by our College faculty members and marks are awarded to the students.

6.11 Activities and support from the Alumni Association

Alumni Association has organized periodical meetings to share their experiences and exchange of ideas. It has its charter of duties and office bearers to carry out these activities. Many are in constant communication with their Alma Mater by their Facebook. Many of Alumni in almost all disciplines have been invited to participate/deliver lectures in the Seminars/Conferences organized by the Departments. Their experience shared with their academic juniors instills confidence & their guidance regarding placements is useful for the current students. Alumni are invited to take part in our spiritual functions, every year.

6.12 Activities and support from the Parent – Teacher Association

Parent – Teacher Association meeting is conducted every month. Student's attendance, progress on academic performance etc., will be discussed and feedback will be collected from parents. Feedbacks are evaluated and reforms will be implemented if any.

6.13 Development programmes for support staff

Re ICT enabled training are given to the support staffs by the ICT club run by the College. Training programs are arranged for the support staffs to equip themselves for the latest technology development.

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

The College campus is much eco-diverse and green. It is free from polythene/ plastics and other non- biodegradable substances. The institution has also taken several other initiatives to make the campus eco- friendly.

- Energy conservation
- Use of renewable energy
- Water harvesting
- Efforts for Carbon neutrality
- Plantation
- Hazardous waste management/ e-waste management

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.

- Maintenance of a flower garden with varieties of flower plants more than 1000 in the campus.
- Maintenance of kitchen garden and herbal garden with varieties of herbs.
- Reading daily news in the morning prayer Department wise.
- Surprise quizzes are introduced in all departments.
- To promote cultural activities among the students special awards “Best Singer Award & Best Dancer Award” are introduced.
- Group discussion programs are conducted on current topics among departments and prizes are awarded for the best performers.
- Students are motivated to conduct e-classes using PPT Slides.

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

- Main office and Department of Computer Science is equipped with wi-fi connectivity.
- Online feedback are received from the students.
- Workshops/Conferences are organised by various Departments.
- Applied for UGC sponsored Conference/Seminars for Departments of Mathematics , Biochemistry.
- Applied for UGC minor research project by some faculty members.

7.3 Give two Best Practices of the institution

a. Creation of Research Cells: The College is interested in taking wings up in respect of Research/Project works and e-learning. Research aspiration, attitude, admiration, action and achievement are the need of modern society. Research leads to development. Promoting the culture of research, despite being a predominantly undergraduate College, is a conscious decision taken by the College faculty and administration. The institution has Multi- Disciplinary Research Advisory Committee (MDRAC) to monitor and address the issues of research.

Under the MDRAC, Department Research Cells for disciplines of Commerce and Business Administration, English, Tamil, Biochemistry, Mathematics and Computer Science & Information Technology function in the College. The members of Research Cells recommend, vet and advise on research and project ideas to concerned faculty members. On their recommendation internal funding for select mini-projects is allotted.

The Department Research Cells also endeavor to stage capacity building programs to the teachers to make them dynamic and skilled enough to take up quality research projects.

b. Promotion of e-Learning: This is a world of knowledge explosion at an exponential speed. To keep pace with the same quick access to and articulation of the newly emerging knowledge are necessary for holistic and timely development. E-learning facilitates this. Hence the institution stands committed to promote e-learning among the students. With this quality and quantity of learning gets enhanced.

The College offers programs which are more ICT oriented, ICT tinged or ICT involved. We have great ICT facilities as well as per affiliation requirements. All the students of the College are motivated to learn the latest technology in Computer Science and enabling them to practice e-learning. Besides students are oriented to become info-tech savvy on their own pursuing ICT courses within the campus or elsewhere, including on-line programs.

The PPT slides prepared by faculty members are kept in the e-library for reference of the students. All teachers prepare PPT slides and deliver power point presentations in the classes for explaining the concepts. At least 2 classes for each subject for a month are handled through PPT slides by every faculty and the prepared CDs are stored in the e-library for students' reference and they are encouraged to use computer software packages. To inculcate students and faculty on the ICT based pedagogy, e-learning is adopted in the institution since long facilitating quality enhancement of both students and the faculty. Students are motivated to learn current developments in the subjects by the access of internet.

7.4 Contribution to environmental awareness / protection

The College campus is much eco-diverse and green. It is free from polythene/ plastics and other non- biodegradable substances. The management, head of the institution, faculty members and all the students make the environment clean and hygienic with full commitment and involvement. The institution has also taken several other initiatives to make the campus eco- friendly.

Energy conservation

College class rooms are so airy and are with natural lighting, reducing need for electric lamping/lighting. However we provide fans and electric tube lights in the class rooms for use whenever needed. We are fit frugal in consumption of electricity.

Use of renewable energy

We have 'Gobar' gas plant in the hostel. We have cows that help us maintaining gobar plant.

Water harvesting

Rain water is not allowed to go waste. The farm open-land is ploughed resulting in deep furrows which hold rain water during rainy season and help penetration of air during dry season helping nitrogen fixation in the soil. From the building terrace water is collected by pipes and sent deep sink.

Efforts for Carbon neutrality

There are not many pollution causing and carbon emitting devices, except half-a-dozen vehicles, including College buses. These are well maintained and are Bharat II/III standard. The 500 plus trees and groves are natural carbon-di-oxide fixers. Foliage, the dead lives are composted in the soil and the waste papers are disposed off. All these help keeping the campus eco-friendly. We feel our green-coefficient is healthy.

Plantation

The College campus is situated in an evergreen environment and to keep it further green everysemester the College organized the tree plantation ceremonies to inculcate this tradition amongst its students.

Hazardous waste management/ e-waste management

Waste from the science laboratories and e-wastes are disposed off scientifically. The supplier concern visits the campus once or twice a week to collect the waste through an agreement.

7.5 Whether environmental audit was conducted? Yes No

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

- **SWOC Analysis**
- **STRENGTHS**
- Alluring Atmosphere.
- Benign Management.
- Competitive Students.
- Dynamic Faculty.
- Expansive Campus.
- Futuristic Learning.
- Growing Research Culture.
- Harmonious Living.
- ICT Engagement.
- Just in time Action
- **WEAKNESSES**
- Linguistic Lapses.
- Teacher Turnover.
- Social Spendthrift! (Rising Social Overhead)
- **OPPORTUNITIES**
- Appreciating Alagappa University.
- Supportive UGC.
- Quest Supports Galore.
- Quality Quest Glows
- **CHALLENGES**
- Building broad based learning sensitivity.
- Enrollment expansion.

8. Plans of institution for next year

FUTURE PLANS

- Construction of a separate PG block.
- Construction of a modern auditorium accommodating 1000 persons.
- Construction of separate block and automation of the library.
- Plans to bring Research centre in some departments.