

**THE ANNUAL QUALITY ASSURANCE REPORT (AQAR)
OF THE IQAC
2015-2016**

Submitted to
National Assessment and Accreditation Council
Bengaluru - 560 072

SRI RAMAKRISHNA COLLEGE OF ARTS & SCIENCE FOR WOMEN
(Accredited with 'B' Grade by NAAC)
Affiliated to Bharathiar University
(An ISO 9001-2008 Certified Institution)
395, Sarojini Naidu Road,
New Siddhapudur, Coimbatore - 641 044

Part – A

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

2015-2016

1. Details of the Institution

- 1.1 Name of the Institution : SRI RAMAKRISHNA COLLEGE OF ARTS & SCIENCE FOR WOMEN
- 1.2 Address Line 1 : 395, SAROJINI NAIDU ROAD
- Address Line 2 : SIDDHAPUDUR
- City/Town : COIMBATORE
- State : TAMILNADU
- Pin Code : 641 044
- Institution e-mail address : principal@srcw.org
- Contact Nos. : 0422-2243624, 0422-4500251
- Name of the Head of the Institution : Dr.S.Saviithiri
- Tel. No. with STD Code : 0422 - 2243624
- Mobile : 9994474457
- Name of the IQAC Co-ordinator : Dr.V.Krishna Priya
- Mobile: : 9865064111
- IQAC e-mail address: : iqacsrew@srcw.org
- 1.3 NAAC Track ID : TNCOGN 21162
(*For ex. MHCOCGN 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:

www.srcw.org

Web-link of the AQAR:

<http://www.srcw.org/images/SRCWAQAR%20REPORT%20%202016.PDF>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.44	2015	5 years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

05.03.2014

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) **-NA-**

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

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

 Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

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	<input type="text" value="9"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="2"/>
2.3 No. of students	<input type="text" value="2"/>
2.4 No. of Management representatives	<input type="text" value="1"/>
2.5 No. of Alumni	<input type="text" value="1"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="-"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="17"/>
2.10 No. of IQAC meetings held	<input type="text" value="2"/>

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

2.12 Has IQAC received any funding from UGC during the year? Yes No
If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State

Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- i) An Orientation for the first year students were organized to ensure that the familiarity with the college activities
- ii) Orientation was given for the newly recruited faculty members through respective heads of the departments
- iii) Feedback from Students, Staff, Alumni and Parents were collected and analyzed
- iv) Faculty Development Programmes were arranged for all staff members
- v) The faculty members those who have completed their Ph.D. degrees were motivated to carry on research activities
- vi) The Departments of Microbiology, Biochemistry & Commerce were pursued to obtain recognition for conducting Ph.D. programmes

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
<u>Annexure1(a) Enclosed</u>	

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

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PART – B
CRITERION – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of Existing Programmes	Number of Programmes Added During the Year	Number of Self-Financing Programmes	Number of Value Added / Career Oriented Programmes
Ph.D	1	-	1	-
PG	5	-	5	-
UG	8	-	8	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others (M.Phil)	4	-	4	-
Total	18	-	18	-

Interdisciplinary (Business English Certificate)	-	1	-	1
Innovative (IIT - Spoken Tutorial)	-	11	-	11

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

Pattern	Number of Programmes
Semester	13
Trimester	-
Annual	5

1.3 Feedback from stakeholders*

(On all aspects)

Alumni

Parents

Employers

Students

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

****Please provide an analysis of the feedback in the Annexure***

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

As the college is affiliated to Bharathiar University, it follows the syllabi prescribed by the University. The University revises the syllabus according to the required demands of the educational field from time to time. In the current year the University revised the syllabi meant for the programmes in Tamil, English, Computer Science, Commerce, Biochemistry and Microbiology.

The University representatives (Board Members) of the college represent any issues related to syllabi at the University Board Meeting annually.

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

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CRITERION – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
75	49	25	1	-

2.2 No. of permanent faculty with Ph.D. 36

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
6	-	1	-	-	-	-	-	7	-

2.4 No. of Guest and Visiting faculty and Temporary faculty 5

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	4	5	5
Presented	29	22	3
Resource Persons	2	1	1

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

- Guest Lectures, Health Programs, Seminars, Workshops, Management Games and Industrial visits to gain practical knowledge
- Novel assignments that focus on giving practical exposure
- Introduction of flipped classrooms through group discussions, quiz programmes and PowerPoint presentations
- Spoken tutorial for self-learning process

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

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

University Reforms Adopted by the Institution

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

13

2.10 Average percentage of attendance of students

89%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of Students Appeared	Division				
		Distinction %	I%	II%	III%	Pass%
UG						
B.Com	55	13	62	23	2	96
B.Com CA	56	25	66	9	-	100
B.Sc CS(I)	57	10	43	-	-	93
B.Sc CS (II)	51	11	25	10	-	90
BCA	56	11	35	9	-	96
B.Sc Biochemistry	48	26	47	23	4	96
B.Sc Microbiology	22	10	11	-	-	95
BBA	31	2	14	15	-	97
BBA CA	32	1	23	8	-	94
PG						
M.Com CA	36	67	33	-	-	100
M.Sc CS	18	6	12	-	-	100
MCA	17	11	6	-	-	100
M.Sc Biochemistry	18	66	30	4	-	100
M.Sc Microbiology	11	10	1	-	-	100

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

- IQAC conducts seminars and workshops to improve the Teaching-Learning process
- IQAC motivates the faculty members to attend workshops and seminars conducted by other institutions/ organizations.
- Feedback collected from students helps in evaluation of the Teaching-Learning Process.
- Self appraisal forms are collected from faculty and outstanding performance of faculty are appreciated.

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	-
HRD Programmes	10
Orientation Programmes	2
Faculty exchange Programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	9
Summer / Winter schools, Workshops, etc.	5
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	8	-	-	-
Technical Staff	13	-	-	-

CRITERION – III

3. Research, Consultancy and Extension

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

- Encouragement to the faculty members to publish papers in reputed Journals and books with ISBN Number
- Faculty members are encouraged to present papers in reputed conferences in India or Abroad and financial assistance is given by Management for registration/ transportation charges
- Faculty members who have completed their Ph.D. programme are benefitted with an incentive
- Faculty members who are guiding M.Phil., and Ph.D. scholars are motivated by offering an incentive
- Faculty members are encouraged to submit Minor/ Major research Projects to various funding agencies
- Faculty members are motivated to obtain Guide Recognition from the University
- Commerce, Biochemistry and Microbiology departments were asked to start Ph.D. Programme

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

Particulars	Completed	Ongoing	Sanctioned	Submitted
Number	1	2	-	19
Outlay in Rs. Lakhs	-	-	6.1	69.9

3.4 Details on research publications

Particulars	International	National	Others
Peer Review Journals	43	9	-
Non-Peer Review Journals	-	-	-
e-Journals	10	-	-
Conference proceedings	17	9	-

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 (Rs.)	Received (Rs.)
Major projects	-	-	-	-
Minor Projects	(2014-2016) 2 years	UGC	6,10,000/-	4,25,000/-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	(2015-2016) 1 Year	DST-NIMAT	40,000/-	28,000/-
Total	-	-	6,50,000/-	4,53,000/-

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST

DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme

INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

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

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding Agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
-	1	-	-	-	3	-

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

3.24 No. of Awards won in NCC:

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

3.25 No. of Extension activities organized

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

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

- It team supported to update the entries of Tamilnadu priceless Fan, Mixie, Grinder issued to beneficiaries in respect of Kavundampalayam Assembly Constituency Coimbatore, as a Social Work
- Part organising and extensive participation of Faculty, Students, Alumni and Parents in Organ Donation Camp organized by SNR Sons Charitable Trust on 19th March 2016 thereby leading to achievement of Guinness Record
- 13500 Organ Donation Guinness Record data entries has been successfully completed by our IT Team
- As a part of an initiative taken by the Government of Tamilnadu and Coimbatore City Health Care Unit, the NSS unit of our college participated in the open defecation free survey at Devarayapuram, Thondamuthur Village
- Swatchh Bharath-Clean India District level meet was held in our campus on 17.02.2016. 42 members participated
- Career Guidance Programme for Higher Secondary School Students
- Thyroid, Blood Grouping, Free Diabetic Screening Camp and Obesity Screening Camp was organized for staff and students
- Flood Relief supplies and financial support were extended by the students and faculty members and sent to Chennai and Cuddalore during the devastating floods in December 2015
- Provided hand holding support to self help groups and to enhance marketing skills of the students. From in and around Tamilnadu 38 SHG stalls exhibited their products for sales at our campus.

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 (Sq.Mtrs)	20234.27	-	-	20234.27
Class rooms	38	-	-	38
Laboratories	11	-	-	11
Seminar Halls	1	-	-	1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	7	-	-	7
Value of the equipment purchased during the year (Rs. in Lakhs)	35.47	-	-	35.47
Others	-	-	-	-

4. Computerization of administration and library

The library is fully computerized with Bar Coding Technology. This facility provides the users the information about the library with the help of library management software called Linsy2k and all the library book maintenance works are done with this software.

4.3 Library services:

Particulars	Existing		Newly added (March 2015-March 2016)		Total	
	No.	Value	No.	Value	No.	Value
Text Books	19091	4805716.45	36	20122	19127	4825838.45
Reference Books	1999	1885063.31	-	-	1999	1885063.31
e-Books (Inflibnet)	135000+	-	-	-	135000+	-
Journals	64	258975	-	-	64	258975
e-Journals	11 6000+	36600	-	-	11 6000+	36600
Digital Database (Inflibnet)	1	5000	-	-	1	5000
CD & Video	1371	-	-	-	1371	-
Others (Newspaper)	8	13560	-	-	8	13560

4.4 Technology up gradation (overall)

	Total Computer s	Compute r Labs	Internet	Browsing Centres	Compute r Centres	Offic e	Depar t-ments	Other s
Existin g	330	6	10 Mbps	-	-	3	14	15
Added	-	-	-	-	-	1	-	-
Total	330	6	10 Mbps	-	-	4	14	15

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

- Training programme for all faculty members in the use of ‘SMART BOARD’ for Class room teaching
- Webinar session was conducted for all the faculty members in the department of Computer Science under the title “Conscious Leadership” on 31st December 2015
- Digital India week was celebrated and e-Governance awareness programmes were conducted to the students

4.6 Amount spent on maintenance in lakhs :

i) ICT	32.6
ii) Campus Infrastructure and facilit	37.3
iii) Equipments	16.6
iv) Others	5.3
Total :	91.8

CRITERION – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Parent Teacher meeting is arranged every year
- Each class has one faculty member as Tutor who will take care of the students in all aspects like Attendance, Examinations, Discipline and Counselling
- Remedial classes are conducted for slow learners
- Each course has one co-ordinator to offer counselling regarding their educational and personal problems
- To improve communication skills and personality development of the students, seminars and soft skill programmes are organized to meet the challenges in the future
- Financial support is provided by the well wishers to the needy students to meet their college fees

5.2 Efforts made by the institution for tracking the progression

- Each department keeps a record of the development and achievements of the students
- Parent –Teacher meetings are organized every year to discuss the academic performance of the students
- The undergraduate students of our college are provided with fee concession to continue their higher studies in our institution
- The Placement cell arranges training programmes and Job fairs for the students on/ off campus
- The Alumni Association maintains consistent correspondence with alumni. The association meet is conducted and their record is updated, leading to recognition and appreciation of outstanding alumni of the College every year

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others (M.Phil)
1237	203	4	25

(b) No. of students outside the state

41

(c) No. of international students

No	%
-	-

Men

No	%
1469	100

Women

Last Year (2014-2015)						This Year (2015-2016)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
223	96	2	1215	-	1536	201	75	5	1187	1(OC)	1469

Demand ratio 1 : 2

Dropout % - 0.9%

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

- Communicative skills
- Personality development programme
- Soft skill training
- Online test
- Aptitude Training
- Motivational session
- Internet and Library facility to prepare for competitive exam

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT

IAS/IPS etc State PS UPSC Others

5.6 Details of student counselling and career guidance

- Academic and Personal counselling is offered in the College at multiple levels
- Remedial classes tutorial system is followed to support the slow learners
- Efforts to propagate the idea of the need for training oneself for employment, honing one's skills and acquiring additional skills are the key activities of the Placement Cell
- Seminars and lectures by experts from different fields are organised to keep students updated about job avenues and opportunities available
- Students are encouraged to prepare for competitive exams
- Students are given a platform to exhibit their skills through various clubs

No. of students benefitted

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
6	73	28	39

5.8 Details of gender sensitization programmes

- The Women Empowerment Cell has organised a campaign on save Girl Child, Educate Girl Child to end and fight female foeticide and to celebrate the birth of a girl child

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural /other events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

Particulars	Number of Students	Amount in (Rs.)
Financial support from Institution	66	4,06,500
Financial support from Government	57	4,78,030
Financial support from other sources	7	20,500
Number of students who received International/ National Recognitions	1	20,000

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

The Vision of Sri Ramakrishna College of Arts and Science for Women is :

- To strengthen the potentiality and academic skills of the students
- To upgrade the pedagogic skill of the teaching faculty
- To retain conducive academic environment in the institution
- To perpetuate and preserve the intellectual capabilities, social responsibilities, moral characteristics and aesthetic sense of students
- To promote the quality of education in par with international standards

The Mission Statement of Sri Ramakrishna College of Arts and Science focuses on transforming our vision into action plan. The following are the tasks of SRCW

- To acquire and maintain high academic and professional standards
- To organise and participate in programmes like seminars, symposiums, workshops, conferences etc. for professional growth
- To monitor academic performance of students through periodic tests, examinations and projects
- To provide individual counselling to students as a supportive function of academic activities
- To encourage students to participate in extracurricular activities in order to channelize their exuberant energy with all possible avenues of self-expression
- To keep abreast with latest developments and techniques in subject matter

6.2 Does the Institution has a management Information System

Yes.

Details of MIS are listed below:

1. Administrative Procedures

- Generation and issue of Transfer Certificate
- Staff Control Records
- IT Asset Management
- Student's Scholarship

2. Academic Procedures

- Class-wise Time table
- Class Adjustments
- Preparation of Lesson Plan

3. Student Admission

- Registration
- Admission as per Bharathiar University norms
- Generation of Student name list

4. Student Records

- Student Profile
- Student Counselling Record
- Maintenance of Attendance Register
- Preparation of attendance proforma and condonation list

5. Evaluation and Examination Procedures

- Filling up Nominal Roll
- Payment of fees
- Issue of hall tickets
- Entry of internal assessment marks
- Preparing the list of students appearing for the exams per subject per session -
Subject control
- Result analysis – class-wise and Staff wise
- Maintenance of Rank list issued by Bharathiar University

6. Research Administration

- Research scholars admitted for M.Phil and Ph.D.– year-wise
- Research proposals submitted for approval, sanctioned proposals and reports submitted for ongoing proposals
- Publication of books, research publications and presentation in journals and conferences respectively.
- 50% of the expenses are borne by the management for paper publication, attending national and international seminars and conferences.

7. Others

- Student Feedback
- Self-Appraisal of staff
- Laboratory Stock & Maintenance Register
- Parent feed back
- Alumni feed back
- Employer feed back

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

6.3.1 Curriculum Development

- Staff representation in Board of Studies and their suggestions for the upgradation of syllabi in the university level
- Introduction of innovative courses for the students to meet the challenges of the futuristic world
- BEC courses for all discipline
- Career oriented, value added and add-on courses are offered for students to promote an all round development
- Enhancement of teaching and learning skills
- Introduction of flipped class rooms and self-learning programs
- To enhance the employability in IT services, the faculty are trained by INFOSYS and the knowledge is shared with the students

6.3.2 Teaching and Learning

- Video Conferences, Guest Lectures, Seminars, Conferences, Quizzes, Case Studies, Projects and Internships are provided to the students on various topics to gain practical learning experience
- Lectures are delivered to the students through ICT facilities by preparing e-contents and Powerpoint presentations
- Spoken Tutorial - Online certification from IIT, Bombay.
- Field trips and Industrial visits are arranged to enable the students to get hands on exposure
- Interaction with the students through question – answer sessions and group discussions inside the class rooms

- Encouraging students to make use of the library facilities
- Self-learning method is encouraged among the students
- Practical learning exposure on Stock Trading and International Accounting through field visits

6.3.3 Examination and Evaluation

- As per the University norms a Chief Superintendent is appointed for the smooth conduct of examination
- Question Banks are maintained for students' reference
- Slow learners are given extra coaching by way of Remedial classes
- As per the University norms Continuous Internal Assessment for Theory and Practicals are being conducted

6.3.4 Research and Development

- R&D cell is constituted to monitor the progress of the research and strengthen it.
- Research and development cell guides and helps to apply for minor and major research projects.
- Minor research projects were applied for funding agencies
- Ensuring publications in peer reviewed and reputed journals
- Faculty and research scholars are provided with Inflightnet.
- Research review meetings are conducted regularly to assess the progress made in research by M.Phil & Ph.D. research scholars.
- Motivating the faculty members and scholars to participate in workshops and presenting papers in National and International Conferences
- Partial financial support to faculty to participate in seminars, workshops and to present research papers in conferences.
- Enhancement of infrastructure facilities.
- Motivating the research scholars to update their knowledge.
- Encouraging faculty members to apply for various research projects and travel grants
- Encouraging collaborative research

- Encouraging the research scholars to undertake self-learning programme in LaTeX, Research Tools through Spoken Tutorial from IIT Bombay
- Arranging frequent review meetings for the research scholars to complete their research work within the stipulated time period
- Arranging workshops and seminars for faculty members and research scholars to update their knowledge
- Research guides at M.Phil and Ph.D level are motivated by giving remuneration.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The library provides an open access with OPAC facility to staff and students
- At the beginning of every year the librarian addresses the students, explaining the methods of using the library resources
- Periodical pest control measures are taken to maintain books and journals in the library in good condition
- Newly published books are added to the library periodically
- Students can access the library and e-books at any time during library working hours
- Broad band internet connectivity is available to staff and students
- CC TV has been installed in the library for security purpose
- To increase the usage of library and to inculcate and motivate the reading habits
the library provides awards

ICT and Physical Infrastructure

- All the departments have computers with internet facility and Wi-Fi facility
- LCD and Smart Boards are provided to aid the teaching learning process
- Browsing facilities are available to the faculty and students from 8.30 am to 5.00 pm on all working days
- To develop high level learning – teaching skills, e-resource room is available for the staff and students
- Our college offers spoken Tutorial courses developed by IIT Bombay

6.3.6 Human Resource Management

- Formal introduction of the new staff members for creating a bond between the faculty
- Responsibilities are clearly defined by the Principal and the respective Head of the Departments
- Professional development is given due weightage for the faculty enrichment
- Faculty members are motivated to attend Human Resource Development Programmes

6.3.7 Faculty and Staff Recruitment

- As and when the need arises qualified candidates are called for an interview. The selection panel consists of the Director, the Principal, respective Head of the Departments and external subject experts

6.3.8 Industry Interaction / Collaboration

- A memorandum of understanding has been signed with **ABBES BIO TECH** for the exchange of information and research
- A memorandum of understanding has been signed with **Career Zone Consulting Pvt. Ltd.** for the purpose of establishing a global hub which provides student service including global skill training, counselling for overseas education and global ambassadors experience info sessions
- A memorandum of understanding has been signed with **INFOSYS** for global business foundation skills (GBFS)
- A memorandum of understanding has been signed with **Tech Break Through** to setup product HighFy in the campus and to train the students for internship
- Interaction with **Vitae International Accounting Services Pvt. Ltd, Coimbatore**
- A memorandum of understanding has been signed with **Sri Ramakrishna Hospital, Coimbatore** for laboratory training and internship

6.3.9 Admission of Students

- The College website, prospectus and the brochures contain information about the institution and the programmes offered.
- A Prospectus that highlights the details of various programmes offered by the College is prepared every year prior to the commencement of admissions.
- The prospectus also gives details of eligibility norms for admission. It is given to the applicants along with the application form.
- A help desk is set up during admissions for providing information relating to admission process.
- Collegiate admission norms and DC office communications are maintained and followed.

6.4 Welfare schemes for

Teaching Staff

- Flexible timings.
- ESI facility is provided to the staff
- Contributory Provident Fund
- Loan facilities for health care
- Contribution towards medical insurance
- Maternity leave
- Concession given for medical expenses
- Employee Deposit Link Insurance
- Gratuity

Non -Teaching Staff

- Loan facilities for health care
- Uniforms for the maintenance staff
- Loan facilities can be availed during festival time
- Refreshments during working hours for administrative staff
- Concession given for medical expenses

- Contributory Provident Fund
- Employee deposit link insurance
- Gratuity
- Contribution towards medical insurance
- Flexible timings
- ESI facility is provided to the staff
- Maternity Leave

Students

- Welfare activities such as disbursing scholarships and Financial Aid
- Supporting the students in getting concession bus passes
- Organised orientation programmes for the first year students
- Organised medical camp for students
- Organising guest lectures for the students' betterment
- Career Guidance provided for students to enhance their employability
- Placement programmes organised to get them placed
- Fitness equipments are provided for maintaining their physical fitness
- Part Time Jobs

6.5 Total corpus fund generated

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	NA	No	-
Administrative	No	NA	No	-

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

For UG Programmes Yes No

For PG Programmes Yes No

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

-NA-

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

-NA-

6.11 Activities and support from the Alumni Association

- Knowledge sharing by Alumni through Association meetings.
- The dedicated services of the faculty members are recognized on the day of Alumni meet.
- Prominent alumnus are felicitated during the annual Alumni meet.
- Funds are donated for special causes relating to societal necessities and for the welfare of the students.
- An Annual Alumni reunion is organised for different batch of students.
- Motivational sessions are conducted for the students by the Alumni from varied areas of specialisation

6.12 Activities and support from the Parent – Teacher Association

NIL

6.13 Development programmes for support staff

- Yearly orientation on maintenance of Audit report and accounts.
- Tally training programmes.
- Staff Development Programme

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

- Maintenance of cleanliness in the campus
- Regulation of the parking of motorized two wheelers and four wheelers
- Planting of saplings inside the campus
- To increase the ground water level, rain water harvesting system is installed in the campus
- Solar Panel

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.

- To enrich learning experience, Personality Development classes, Placement Training and Communicative classes has been introduced for the II and III year student.
- To cultivate extensive reading habits in a stress free manner, the Department of English has started an ‘Happy Hour’ programme, wherein the student can make use of the Department Library from 2.30 to 3.30pm after college hours, where reading is just for enjoyment. The students read and develop their imaginative ability through self reading, story-telling sessions etc.
- The English Department has introduced a “Business English Certificate”- Cambridge University, ESOL Division at Vantage and Higher level
- Self learning programmes were introduced in Computer Science
- MoU’s have been signed with several industries to bridge the gap between industry and institution
- Alumni are invited as resource persons for motivation sessions

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

-

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

Best Practice 1

Title : Infosys Training-Global Business Foundation Skills (GBFS)

Objectives:

- To promote more employability and to initiate Industry/ Institutional tie-up

Outcome :

- To attract academically brilliant students
- To get placement in reputed companies

Principles and Concepts:

To enhance the Employability Skills of students in reputed companies the Institution along with the University encourages and deputed Faculty from various departments like English, Computer Science, Mathematics and Management to participate in Faculty Development Programme for “Global Business Foundation Skills” conducted by Infosys, BPO Ltd, at Mysore for ten consecutive days. The faculty members thus trained intern train the students in Communicative, Aptitude and Inter-personal skills during their second and third year to gain self-confidence in facing interviews.

Best Practice 2:

Title of the Practice : Entrepreneurship Development

Objectives: To create innovative ideas and give guidance to budding entrepreneurs.

Outcome: Grooming the students as job providers instead of job seekers.

Principles & Concepts:

Entrepreneurship brings overall changes through innovation by accelerating personal, economic and human development. As per the Quote, “Give a man a fish and you’ve fed him today, teach him to fish and you’ve fed him for a lifetime”, the institution aims at nurturing the spirit of entrepreneurship among students by providing a platform for challenging minds to think differently and experience entrepreneurship through hands on learning. ‘Entrepreneurship’ course introduced as a part of academics and co-curricular curriculum has paved the way to institute an Entrepreneurial Development Cell. The cell is funded by Department of Science & Technology, Ministry of Science & Technology, Government of India, New Delhi for organizing Entrepreneurship Awareness Camps (EAC).

Entrepreneurship Awareness Camps (EAC) were organized for students to motivate them to become successful entrepreneurs. Resource persons from MSME, Bank officials and Real Entrepreneurs shared their expertise with students. Students were taken for industrial visits to small scale companies. Total number of beneficiaries – 175 Students.

Various Trade fairs, Skill Development Programmes and a Workshop on preparation of Business Plan were organized to impart entrepreneurial skills among students to motivate them to start their own business ventures.

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

7.4 Contribution to environmental awareness / protection

- About 110 volunteers from UG and PG had registered their names for Eco Club and the Club was Inaugurated on September 2nd 2015. Mr. N. Jallaludin gave a talk on “Man and Animal Conflict”.
- On Ecological Day Eco club students visited Forest College Museum on September 23rd to get awareness on habitats of forest.
- Eco club students visited Wild life Photographic exhibition on October 28th Organised by Osai foundation and TNAU at TAMIL NADU AGRICULTURAL UNIVERSITY .
- A Guest lecture was conducted by the Organization called “Thaner” on Jan 2016.
- The World Forestry day was celebrated by visiting Thiruvananthapuram zoo which is the biggest in size and has been converted into animal conservation centre.
- On world environmental day June 5th 2016, Poster competition was conducted on the topic “Save the World”.

7.5 Whether environmental audit was conducted? Yes - No

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

(Enclosed Annexure-I)

8.Plans of institution for next year

- ❖ Plan to Bring Alumni Entrepreneurs to motivate the budding incubates.
- ❖ Introduction of Ph.D. Research Programme in Commerce, Biochemistry and Microbiology
- ❖ Plan to motivate the students to study more self learning programs
- ❖ Motivated staff to attend and organize more Conferences, FDP & Self Learning Programme

Name : Dr.V.Krishna Priya

Name : Dr.S.Saviithiri

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

SWOC Analysis and future plans

STRENGTHS

- Well experienced, qualified and dedicated faculty team
- High retention rate of staff in the Institution
- Supportive and encouraging management
- Innovative teaching methods in curriculum delivery
- Remarkable academic record and University ranks
- Value added programmes and skill oriented training courses offered
- Individual care and customised counselling to students

WEAKNESSES

- Lack of consultancy and extension activities
- Focus on research activities and publications
- Major research projects

OPPORTUNITIES

- Earn while you learn concept for economically weaker students
- Entrepreneurial opportunities based on individual interests, skills and talents
- Inter-disciplinary research and collaboration with sister institutes to provide effective solutions for the problems in the fields of medical, dental, pharmacy, etc.
- Scope for Students' project internship in industries and national laboratories.
- Development of web-based online training courses.
- Leveraging the strong links with distinguished alumni to increase the engagements with industry for development projects, consultancy works etc.

CHALLENGES

- Growing competition in the field of education
- Students' participation in the competitive examinations
- Competing with aided colleges makes it hard to recruit outstanding students intake
- As majority of students are coming from rural areas, the vernacular language has to be used for teaching
- Competition from other institutions and foreign universities
- Balancing administrative, academic and research work.
- To introduce short term courses in emerging areas.

FUTURE PLANS

- More practical approach in the curriculum coverage
- Effective Training for competitive exams
- Industry-Institution interface to be improved
- Research activities and publications in peer-reviewed journals
- Consultancy activities to be strengthened

2.15 Plan of Action by IQAC/Outcome (2015-2016)

S.No	Targeted	Achieved
1.	<p>Extra-curricular activities Sports : Inter School, Inter College and Intra Trust events to be organized on account of Silver Jubilee Celebration</p> <p>Motivating Students to participate in University level and other tournaments.</p>	<p>16 colleges and schools participated in group events like Throw Ball, Volley Ball etc.</p> <p>Around 250 students participated in various events in District level and University level.</p> <p>10% of the students got prizes in various events.</p>
2.	<p>NSS : To organize one special camp per year.</p> <p>To participate in rallies to create social awareness among the public.</p> <p>To organize Guest Lectures and seminars to create awareness on health.</p> <p>To take part in Blood Donation Camp.</p>	<p>Conducted dental screening camp at Pongaaliyur for the public and school students. A number of 50 volunteers participated</p> <p>Participated in Breast Cancer awareness rally and human chain organized by AIDS Prevention and control unit-50 Volunteers participated.</p> <p>Organized Guest Lectures on Child Labour Eradication and Yoga on health-120 Volunteers participated.</p> <p>Participated in Blood Donation Camp organized by Sri Narayani Vidhya Peedam and Sri Ramakrishna Hospital-50 Volunteers participated and 15 students donated blood.</p>
3.	<p>Women Empowerment</p> <p>To provide a hand holding support for self help to enhance their marketing.</p>	<p>Provided hand holding support to 38 self help groups in and around Tamilnadu by providing space at college premises and they exhibited their products for sales</p>
4.	<p>Guest Lectures/seminars, Workshops & Faculty Development Programmes</p>	<p>38 Guest lectures/seminars were conducted in department level to know the recent trends and developments.</p> <p>10 workshops conducted for the students and staff to gain practical exposure.</p> <p>7 Faculty Development Programmes were conducted to gain knowledge.</p>

S.No	Targeted	Achieved
5.	Paper Presentation @ Conferences	National & Inter National Level - 86
6.	Publications in Journals	National & Inter National Level - 66
7.	Research Enrolment (Computer Science, Commerce and Life Science)	Computer Science :M.Phil-15 Ph.D-4 Commerce : 6 Life Science : 4
8.	No. of scholars completed the research programme	M.Phil Completed - 25 Ph.D-2
9.	Ph.D. progress review committee may be constituted by each research department, All guides and research students to meet three months once on a specified day. A presentation of work undertaken can be organized, suggestions are to be recorded & compliance report to be submitted to research cell. The scholars are requested to present and publish their work.	Last year admitted 4 Ph.D. Scholars 3 papers presented in International conference, 1 paper presented in International Journal.
10.	All departments are motivated to apply for Minor & Major Projects	19 Minor Projects submitted for UGC