

CENTRAL APPLICATION PROCESSING UNIT(CAPU) ANNUAL QUALITY ASSURANCE REPORT (AQAR) INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACADEMIC YEAR 2016-2017

Submitted to



NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
(An Autonomous Institution of the University Grants Commission)

**NAGARBHAVI
BANGALORE-569 072**

Submitted by



PADMAVANI ARTS AND SCIENCE COLLEGE FOR WOMEN
(Affiliated to Periyar University)

(Recognition U/S 2(f) & 12(B) status by UGC Act, 1956, NAAC Accredited with 'B' Grade &
An ISO 9001: 2008 Certified Institution)

**Opp. Periyar University
SALEM- 636 011, TAMIL NADU**





Ph. 23236351, 23232701, 23237721
23234116, 23235733, 23232317
23236735, 23239437, 23239627

Extension No. 413 (CPP-I Colleges)
UGC Website: www.ugc.ac.in



विश्वविद्यालय अनुदान आयोग
बहादुरशाह जफर मार्ग
नई दिल्ली-110 002
UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110 002

F. No. 8-17/2013 (CPP-I/C)

October, 2013

The Registrar,
Periyar University
Salem – 636 011
Tamil Nadu

31 OCT 2013

Sub: Recognition of College under Section 2 (f) & 12 (B) of the UGC Act, 1956.

Sir,

I am directed to refer to the letter no. NIL dated 06.09.2013 received from the Principal, Padmavani Arts and Science College for Women, Opp. To Periyar University, Omalur Main Road, NH – 7, Salem – 636 011, Tamil Nadu on the above subject and to say that it is noted that the following college is **un-aided/self financed** and **permanently** affiliated to **Periyar University, Salem**. I am further to say that the name of the following college has been included in the list of colleges prepared under Section 2 (f) & 12 (B) of the UGC Act, 1956 under the head '**Non-Government, self financed Colleges teaching upto Master's Degree**':-

Name of the College	Year of Establishment	Remarks
Padmavani Arts and Science College for Women, Opp. To Periyar University, Omalur Main Road, NH – 7, Salem – 636 011, Tamil Nadu.	2005	The College is now declared fit to receive Central assistance in terms of Rules framed under Section 12 (B) of the UGC Act, 1956. However, the College, being a self financing & unaided, would be eligible to receive UGC's support only in respect of teachers & students related schemes as per the decision of the Commission dated 8 th July 2011.

The Indemnity Bond and the other supporting documents submitted in respect of the above College have been accepted by the University Grants Commission.

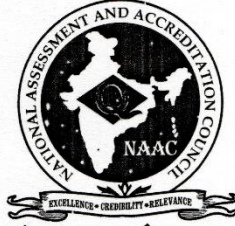
Yours faithfully,

(P.K. Sharma)
Under Secretary

Copy to:-

1. The Principal, Padmavani Arts and Science College for Women, Opp. To Periyar University, Omalur Main Road, NH – 7, Salem – 636 011, Tamil Nadu.
2. The Secretary, Government of India, Ministry of Human Resource Development, Department of Higher Education, Shastri Bhawan, New Delhi - 110 001.
3. The Secretary, Higher Education Deptt. Government of Tamilnadu, Secretariat, Chennai - 600 009, (Tamil Nadu).
4. The Joint Secretary, UGC, South Eastern Regional Office (SERO), P.B. No. 152, A.P.S.F.C. Building, IV Floor, 5-9-194, Chirag Ali Lane, Hyderabad - 500 001, (Andhra Pradesh).
5. Publication Officer (UGC-Website), New Delhi.
6. Section Officer (FD-III Section), UGC, New Delhi.
7. Guard file.

(Sunita Khanna)
Section Officer



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

*The Executive Committee of the
National Assessment and Accreditation Council
on the recommendation of the duly appointed
Peer Team is pleased to declare the
Padmavani Arts & Science College for Women
Salem, affiliated to Periyar University, Tamil Nadu as
Accredited
with CGPA of 2.52 on four point scale
at B grade
valid up to December 09, 2019*

Date : December 10, 2014



Anwar Khatun
Director

BC(SC)/04/A&A/19



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**PADMAVANI ARTS AND SCIENCE COLLEGE FOR WOMEN
Salem-11.**

**The Annual Quality Assurance Report (AQAR) of the IQAC
Academic Year 2016-2017 (01st June, 2016 - 31st May, 2017)**

PART – A

1. Details of the Institution

1.1 Name of the Institution	Padmavani Arts and Science College for Women
1.2 Address Line 1	Opp. Periyar University
Address Line 2	Govt. Engg. College Post
City/Town	Salem
State	Tamil Nadu
Pin Code	636 011
Institution e-mail address	padmavaniarts@gmail.com
Contact Nos.	0427-2345876
Name of the Head of the Institution:	Dr. N. SUBBURAJ
Tel. No. with STD Code:	0427-2345876
Mobile:	97877-75795, 94435-44531
Name of the IQAC Co-ordinator:	Prof. Dr. M. JAYAGOBI
Mobile:	96001-51614
IQAC e-mail address:	pvcasiqac@gmail.com
1.3 NAAC Track ID	TNCOGN17128
1.4 NAAC Executive Committee Number and Date:	EC(SC)/A&A/19 dated 10.12.2014



1.5 Website address:

www.pvcasw.org

Web-link of the AQAR:

[http:// www.pvascw.org/aqar2013-14.pdf](http://www.pvascw.org/aqar2013-14.pdf)

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	'B'	2.52	2014	Five years
2	2 nd Cycle	NA			
3	3 rd Cycle	NA			
4	4 th Cycle	NA			

1.7 Date of Establishment of IQAC:

01/07/2014

1.8 AQAR for the year

2016-2017

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

i. AQAR for 2016-2017 on 16.11.2017

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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



1.11 Type of Faculty/Programme

Arts	<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									<input type="text" value="N.A."/>

1.12 Name of the Affiliating University

1.13 Special status conferred by Central/ State Government--

UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	<input type="text" value="-"/>		
University with Potential for Excellence	<input type="text" value="-"/>	UGC-CPE	<input type="text" value="-"/>
DST Star Scheme	<input type="text" value="-"/>	UGC-CE	<input type="text" value="-"/>
UGC-Special Assistance Programme	<input type="text" value="-"/>	DST-FIST	<input type="text" value="-"/>
UGC-Innovative PG programmes	<input type="text" value="-"/>	Any other	<input type="text" value="-"/>
UGC-COP Programmes	<input type="text" value="-"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="06"/>
2.2 No. of Administrative Officer	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="05"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="02"/>
2.6 No. of any other Stakeholder and Community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="02"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="20"/>
2.10 No. of IQAC meetings held	<input type="text" value="04"/>



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

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

ii) Themes

- (i) Teaching and Learning Process
- (ii) Research and Development
- (iii) Technology Enablement
- (iv) Emerging trends in in Intelligent Knowledge
- (v) SMART board Operations

2.14 Significant Activities and contributions made by IQAC

1. Class Committee Meetings
2. Mentor system
3. Students Study circle
4. Two National Conferences were conducted
5. Course file has been strengthened.
6. Counselling for Faculty & Students
7. Seed Money assistance for faculty to promote research culture
8. Open source learning, ICT Academy Institutional Membership
9. Centralised exam cell and processes
10. New Courses Introduced in Research & UG Programmes
11. Autonomous Proposal Submitted
12. Industry Immersion for faculty and students

The IQAC plays an active role in internalising a culture of quality within the institution. This culture is maintained and sustained by several initiatives taken by the Cell through the year. During the academic year 2016-17.

Orientation sessions were conducted for the faculty and periodical meetings/ discussions with department faculty representatives were conducted to collate the data pertaining to various activities of the departments. The writing process was carried out by the different committees, led by a member of the IQAC. The Self Study Report was uploaded on the Padmavani College website in August 2016 and hard copies of the same were submitted at the NAAC office in September 2017.

All the major committees of the College are represented in the IQAC. The Students' Wing meets periodically to plan



activities which will enhance the quality of student life on campus.

The IQAC has been involved in preparing many reports highlighting the activities of the college. Capacity building programmes are regularly organised for both teaching and non-teaching staff. The IQAC, through its activities, has been an agent of change in the institution ensuring efficient performance of academic and administrative tasks.

a) Significant Activities

- Ensuring the perfect execution of academic and administrative activities as planned at the beginning in the academic year.
- 7 Departments took up Consultancy Services at the instance of IQAC.
- **Research Activities**
No. of Candidates Registered for M.Phil - 134
No. of Candidates Registered for Ph.D - 02
Research Projects submitted: Minor Projects - 2, Major Projects - 1.
Research Project approved : Minor Projects - 2
Amount sanctioned Rs. 3.65 Lakhs.
- **Quality Circles monitored at the instance of IQAC.**
No. of Books Publications : 3
Co-Curricular Activities : 34
- **Modern Method of Teaching:**
Increasing the ICT enabled teaching in some of the programmes from 25% to 40%
- **Introduction of Project to**
 - ❖ B.B.A.
 - ❖ M.Com.
 - ❖ M. Sc- Botany, Chemistry, Bio-Technology & Computer Science
 - ❖ M.A- Tamil & English
 - ❖ B.Sc., Zoology
 - On-line Test conducted as one of the components of CIA.
 - Alumni Meet was conducted in all the Department and Alumni Association is a registered body.
 - Pre- Placement Training: 45 hours in a Semester besides a Special Placement Training just before a day of the interview.
- **Environmental Awareness:**
The IQAC implemented through NSS Programmes are
 - ❖ Say No Plastics
 - ❖ Save Energy



- ❖ Effect of water pollution
- ❖ Importance of Tree Planting
- ❖ Dengue Awareness rally
- ❖ Tobacco Awareness camps

b) Contributions

- Release of biannual IQAC Newsletter
- Conducted of Two days Workshop on Faculty Development Programme on 17th & 19th October 2017.
- Conducted one day State Level Seminar on “Best Practices in Higher Education Institution” on 04.04.2016.
- Introduced two Best Practices – Soft skills, Aptitude Training and Management Review Monitoring Mechanism for Quality enhancement and excellence in periodically.
- Documentation of various activities.
- Preparation of AQAR to be submitted to NAAC as per its guidelines for 2016-2017.

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
Preparation of Self Study report for NAAC.	The process of preparation of the Self Study Report began with designing a template for data input on the intranet. Sessions were organised to disseminate information on NAAC, the different criteria for assessment. The writing process was carried out by the different committees, constituted by the Head of the Institution and led by a member of the IQAC. The completed report was reviewed by the Steering Committee and the Self Study Report was uploaded on the website in August, 2017 and hard copies were submitted at the NAAC office in November, 2017. The members of the NAAC Peer Team visited the college on November 10, 11 and 12, 2014 to validate the data. The members of the team were highly appreciative of the steps taken by the College to ensure sustenance of quality, the team spirit shown within and across departments and the participatory style of management. The College was reaccruited by NAAC in November 2014, with a ‘B’ grade with a CGPA of 2.57 on a three point scale.
Enhancing Research activities	The initiative has helped build on national research collaborations bringing together a sustained network of institutional links and partnerships. The centre organised sessions on topics such as Research Capacity Building, Research Training and Counselling, Research Assessment and Social Impact Study, Research Design and Methodology for faculty and research scholars.



Enhancing connectivity and Networking	The Padmavani Centre for Networking & Communications was established with the primary aim of enabling the College community utilize technology to keep pace with the changing educational scenario and to create a synergy of knowledge and skills through networks across the globe. The Centre has interactive video conferencing facilities in two halls. The master system in the video- conference hall has 1+3 connections, which enables rural – urban- global connectivity.
Eco friendly practices	As energy conservation measure, Solar panels have been installed in the campus with 5KW capacity.
Students Wing	New members have been inducted in the Students’ Wing and the members play an active role in enhancing student involvement in College activities and facilitating inclusive education. They meet periodically and, along with members of the Rotaract Club, are also involved in working towards Green Initiatives on campus.
Sustenance and enhancement of quality	Sessions, workshops and interaction on topics such as quality sustenance, enhancing the activities of IQAC, Networking with other IQAC, Capacity Building, Time Management have been conducted and the suggestions are being implemented.
Increasing visibility of the institution	The IQAC members are invited as Resource Persons / consultants to various colleges in South India to share expertise on Autonomy, CBCS and IQAC. The College has enhanced the visibility of the activities through wide media coverage.

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body IQAC, Governing Body

Provide the details of the action taken

The suggestions recommended in the future plans of the previous AQAR 2015 – 2016 were implemented over this academic year, such as:

The College has been reaccredited with ‘B’ Grade with a CGPA of 2.57 on a three-point scale With an increase in the students are empowered with more knowledge and skills for the present job market. The installation of the Networking has set the tone for an enhanced and efficient output in communication, academic tie-ups and collaborative knowledge development and has generated greater research rigor on campus. Training programmes/capacity building sessions for faculty and non-teaching staff create an efficient and smooth functioning of the respective offices.



Criterion – I

1. Curricular Aspects

1.1 Academic Programmes

Level of the Programme	No. of Existing Programmes	No. of Programmes added during the year	No. of Self-financing Programmes	No. of Value added / Career Oriented Programmes
PhD	-	01	01	-
PG	08	01	09	-
UG	14	01	15	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	18
Others	-	-	-	-
Total	21	03	25	18
Interdisciplinary	11	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum : Choice Based Credit System (CBCS)

(ii) Pattern of Programmes

Pattern	No of Programmes
Semester	All UG and PG Programmes
Trimester	-
Annual	M. Phil

1.3 Feedback from Stakeholders*

(On all aspects)

Alumni Parents Employers Students

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

Analysis of the feedback :

A well-conceptualised feedback system, involving all major stakeholders, provides an understanding of ground realities, based on which guidelines are framed for programme planning, curriculum design and syllabus revision. The recommendations of the UGC, the NAAC, the Periyar University, the Autonomy Review Commission, the State Level Review Commission, Statutory Bodies, the Academic Audit Committee and the Curriculum Restructure Committee are considered during the revision process. The faculty, in consultation with experts, and using feedback from all stakeholders, revise the syllabi every three years and ensure



that they are up-to-date and comparable with the best in the country. The importance of preparing students for life outside campus, and grooming them for careers is an important consideration.

Teaching excellence is also enhanced through structured feedback systems that evaluate teacher effectiveness in every course. In addition to formal feedback, individual faculty members also obtain informal feedback from students, review them and use them for improving their performance.

1.4 Revision/Update of Regulation

Affiliated to Periyar University

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/ Principal	Liberians/ P.D
	122	91	28	01	02

2.2 No. of permanent faculty with Ph.D. 29

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
	18	-	05	-	-	-	-	-	23	-

2.4 No. of Guest and Visiting faculty and Temporary faculty 04 04 05

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	35	201	41
Presented papers	27	177	46
Resource Persons	01	08	12

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

Problem solving

- Case studies and Role play
- Weblems, blogs
- Demonstration using models Simulations
- Viewing and discussion of documentaries and movies
- Article reviews
- Experiential learning to reinforce the fundamentals of the subject

Online classes, ICT method, Project Method, edmoda, peer learning, industrial visit, A-Z models, Self learning process, Academic Quiz, Group Discussion, Seminars, Poster Presentation, Animation, Role play, Food mela, Rangoli, Meganthi, Create Entrepreneurs, Exhibitions, Debate, Flipped class rooms, Vox pop and Wi-fi specialities.

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



2.8 Examination/ Evaluation Reforms initiated by the Institution

CBCS Pattern and Examination Centralized

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

BOS-2	2	09
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2.10 Average percentage of attendance of students

92%

2.11 Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction (%)	I (%)	II (%)	III (%)	Pass (%)
UG Programmes						
Tamil Literature	64	08	35	12		100
English Literature	169	21	112	33	04	96
Commerce	67	14	32	11	06	100
Mathematics	204	42	143	13	-	100
Physics	96	12	48	23	13	98
Chemistry	98	14	52	21	09	98
Computer Science	94	09	65	14	-	100
Commerce with CA	40	17	63	15	07	100
Computer Applications	165	08	11	17	03	100
Statistics	10	03	07	04	-	100
Bio Tech	42	12	18	08	-	100
PG Programmes						
Tamil Literature	07	03	-	-	-	100
English Literature	42	02	22	08	-	98
Commerce	33	12	16	05	-	100
Mathematics	63	10	14	06	-	84
Computer Science	36	12	12	-	-	100
Physics	26	04	08	02	-	100
Chemistry	20	03	09	01	-	100
Bio-Tech	15	04	08	01	-	100

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

The IQAC periodically conducts sessions to explore avenues to enhance teacher effectiveness through professional skill development training programmes. The College encourages research, publications, paper presentations and participation in international/national/regional workshops, conferences and symposia. Senior faculty and administrative heads discuss future plans of the institution and prepare a road map for quality assurance and enhancement.



The ongoing policy of reviewing and redesigning curriculum/ syllabi once in three years helps in keeping pace with the changing trends in higher education and societal needs. The Deans of Academic Affairs, in consultation with the IQAC Coordinator undertakes periodical review of testing and evaluation patterns encourages creativity, originality and analytical thinking. Faculty members are motivated to design contemporary, skill based and value-added courses. Rigorous review of the functioning of the various units of the College is a part of quality enhancement/sustenance measures such as:

- Restructuring the curriculum once in five years from university
- Periodical review of the teaching-learning process at the end of each semester
- Feedback from students on curriculum, teaching, learning and evaluation

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	No. of Faculty Benefitted
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD Programmes	01
Orientation Programmes	03
Faculty exchange Programme	-
Staff training conducted by the university	02
Staff training conducted by other institutions	08
Summer / Winter schools, Workshops, etc.	36
Others : FDP conducted by the Departments	22

2.14 Details of Administrative and Technical Staff

Category	No. of Permanent Employees	No. of Vacant Positions	No. of Permanent Positions filled during the Year	No. of Positions filled Temporarily
Administrative Staff	09	-	-	-
Technical Staff	06	-	-	-



Criterion – III

3. Research, Consultancy and Extension

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

- Focuses on Research Capacity building and provides forum for knowledge sharing
- Sessions and Projects are devised to improve and enhance research potential and initiate quality assessment standards
- Monthly events to improve skills in writing, interviewing, and reviewing research papers are conducted for interested research students
- The Postgraduate students were introduced to research software analysis by the researchers to develop a qualitative group of researchers who are technologically competent with leadership skills
- Eminent speakers including Fulbright Scholars professors and Heads of research Institutions are invited for motivational talk
- At all levels inter disciplinary scholarship enquiry is encouraged with scope of innovation and quality advancement with protection and ethical use of intellectual property
- To conduct the hands on training programme of SPSS by the concerned departments.

3.2 Details regarding Major Projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	01
Outlay Rs. (in Lakhs)	-	-	-	Rs.14. 32 Lakhs

3.3 Details regarding Minor Projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	5
Outlay Rs. (in Lakhs)	-	-	-	Rs.30 Lakhs

3.4 Details on Research Publications

	International	National	Others
Peer Review Journals	13	18	-
Non-Peer Review Journals	-	-	-
e-Journals	03	-	-
Conference proceedings	14	82	-

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	2015-17	ICSSR	3lakhs	Awaiting
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	2015-16	TNSCST	12,000	12,000
Any other(Specify)	-	-	-	-
Total	-	-	3,12,000	12000

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	02	05	01	-	-
Sponsoring Agencies	College	College	College	-	-

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:

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
33	01	01	01	-	-	30

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

	<input type="text" value="3"/>
	<input type="text" value="4"/>

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	<input type="text" value="62"/>	State level	<input type="text" value="06"/>
National level	<input type="text" value="01"/>	International level	<input type="text" value="-"/>

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" value="-"/>	College forum	<input type="text" value="13"/>	
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="16"/>	Any other <input type="text" value="4"/>

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

Efforts are made to through core components in the curriculum, the College ensures the transmission of values, attitudes and beliefs that will encourage students to be sensitive to social issues and become responsible citizens. It encourages students to reach out to the community through Social Awareness Programmes/Service Learning and experiential learning. The college has taken up the following activities:

- The CWS conducted gender sensitisation and women empowerment



programmes.

- The departments of Chemistry and Botany conducted environmental awareness programmes to sensitize school students and public.
- The Department of Arts have depicted environmental issues in the form of Murals on the exterior walls of the campus which has reached the public at large and has been appreciated by the officials of the government.
- Network with neighbourhood communities by establishing and building personal and institutional contacts with NGOs and voluntary organisations in order to conduct community development activities.
- Departments have also initiated intervention programmes in rural areas specifically in Conducted of NSS Special Camp for seven days from in Karuppur Village covering Vellappatti and Sengaradu hamlets, Tree Plantations, Celebration of national Yoga day, Awareness drive on dengue, Road safety awareness rally, Tobacco awareness rally, Plastic eradication drama, Helping orphanages, Programme on Hepatitis Disease Awareness – HEP – 2016, Swine Flu Awareness Programme, Free Eye-Camp, General Health Camp, Cardiologist Camp, Anti-Corruption Awareness Rally, Programme on Election Awareness.



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	10.61 acres	-	Padmavani Educational & Charitable Trust	10.61 acres
Class Rooms	89	-	“	89
Laboratories	8	-	“	8
Seminar Halls	2	-	“	2
No. of important Equipments purchased (\geq 1-0 lakh) during the current year.		Air Conditioner -06 Battery – 60 Light Fittings and other Electrical EPBAX System - 01 ENOVA Software - 01		
Value of the Equipment purchased during the year (Rs. in Lakhs)				Rs.16,73,256/-
Others				

4.2 Computerization of Administration and Library

<p><u>Administration:</u></p> <p><u>Pay and Accounts Office</u></p> <ul style="list-style-type: none"> • Annual accounts, financial statements, salaries received from the management Provident fund, Arrear bills (excel format), Income Tax have been computerized through administration office. • Online payment for Fees <p><u>Examination Office</u></p> <p>Tasks executed through intranet:</p> <ul style="list-style-type: none"> • List of students appearing for examinations are transferred through intranet from the Academic Deans office to the Examination office. • Exam Panel, Examiner selection and Hall Tickets are computerized. Arrear Exams, Registration challans, Hall tickets and results are declared online and through the phone. • Queries from students can reach the Controller of Examination Office through covering letter. Course registrations and Graduation Day registration are informed done. <p><u>Library</u> has been automated using the Library Management software “e-Library”. e-Library is a user-friendly software designed to take care of all the administrative and management functions of the Library. It organizes and manages the information of Books, Articles, Journals and Circulation in most an economical and effective manner. e-Library offers a total solution for all functions of a library with the following modules.</p> <ul style="list-style-type: none"> • Administration • Librarian Desk



- Acquisition
- Document Catalogue
- Serial Control
- Members
- Circulation
- Budgeting

The Institutional repository holds publications that originate locally from within the college community such as reports, lecture notes, conference papers and seminar papers, course schedule, Question papers and Syllabi .

The Library has been provided with e-mail facility which serves as a means of communication between the library and its users. A printer cum photocopier is used in the library for the printouts & photocopies as per the copyright policy. The barcode printer in the library is used for printing the accession numbers of the books which would be scanned during books transaction and the barcode scanners are used in the library to scan the barcode of the books during issue and return of the books.

The LCD Projector in the library’s Audiovisual room is used by the faculty for their classroom lectures, presentations and for screening of CDs and DVDs. Library users can access a range of software applications including MS-Word, Excel, PowerPoint on all the library computer systems.

ID card scanners record the entry of users into the library. Slot Readers are used in the library for calculating the daily report of users visiting the library, Month-wise report of users, department wise staff & student visit report.

4.3 Library Services

	Existing		Newly added		Total	
	No.(s)	Value	No.(s)	Value	No.(s)	Value
Text Books	18,672	Rs.44,73,390.00	1,418	Rs.9,78,430.00	18,780	Rs.54,51,820.00
Reference Books	158	Rs.1,26,106.00	652	Rs.4.15,170.00	810	Rs.5,41,276.00
e-Books	1,613	Rs.61,500.00	7,027	Rs.16,500.00	8,640	Rs.78,000.00
Journals	54	Rs.1,47,750.00	17	Rs.31,779.00	71	Rs.1,79,529.00
e-Journals	268	Rs.63,060.00	1,210	Rs.1,08,700.00	1478	Rs.1,71,760.00
Digital Database	1	Rs.90,000.00	1	Rs.7,000.00	2	Rs.97,000.00
CD & Video	1,956	Rs.1,01,712.00	154	Rs.33,264.00	2,110	Rs.1,34,976.00
Others (specify)	---	---	---	---	---	---



4.4 Technology Up-Gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depts.	Others	
								NSS	Phy.Edu.
Existing	201	180	5	-	1	3	12	1	1
Added	69	56	3	-	6	2	2	0	0
Total	272	236	8	-	7	5	14	1	1

4.5 Computer, Internet Access, Training to Teachers and Students and any other Programme for Technology UG (Networking, e-Governance etc.)

<ul style="list-style-type: none"> • Internet leased line upgradation in progress. • Campus Wi-Fi access facilities for students and staff including hostels. • Video Conferencing facilities for online programmes and sessions. • Internet access to staff and students in Departments. • Upgraded Intranet facilities for staff to post attendance. • Networking (Upgradation) done for TNPSC, TRB, etc., • Online Fee Payment (Academic) for students. <p>Technical training for students:</p> <ol style="list-style-type: none"> 1. Advanced MS-Excel training 2. Clinical research & Pharmaco vigilance 3. Separation techniques

4.6 Amount spent on Maintenance Rs in Lakhs

i) ICT	Rs. 5.20
ii) Campus Infrastructure and facilities	Rs.20.35
iii) Equipments	Rs.3.43
iv) Others	Rs.11.79
Total	Rs.39.07



Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

As an innovative initiative, a Students’ Wing of the IQAC was designed to directly involve the student community in quality enhancement and sustenance practices. The Wing comprises sixty members, whose responsibilities include liaising between IQAC and their peers, giving ideas and suggestions to enhance the quality of student life and to encourage their participation in meetings / sessions. The student members also assist in the Pathway Programme and the Language Partnership Programme as peer teachers.

They play an active role in enhancing student involvement in College activities and thus facilitate inclusive education. The members of the Students’ Wing interact with the Student Council members and disseminate information to the students on the various support services, in addition to the information provided by the Deans of Student Affairs.

5.2 Efforts made by the institution for tracking the progression

Personal guidance, on both academic and non-academic matters, is made available to the students through mentoring, which is offered in the College at multiple levels. Besides the course teachers, each class has a class teacher and each student has a mentor, whom the students can approach for academic and personal counselling.

Each student meets her mentor, on a one-to-one basis, at least three times every semester. These are out-of-classroom personal meetings in which the mentor gets to know the student personally and keeps track of her academic performance, attendance record, course registration, fulfilment of course requirements and so on, giving guidance where necessary on matters pertaining to academics.

Each student has a mentoring booklet in which she enters her personal details and updates details of her academic performance and curricular progress. Mentors offer academic counselling to students, help them choose elective courses, recommend them for remedial coaching, if necessary, and also meet parents of their mentees to update them on their progress.

5.3 (a) Total Number of Students

UG	PG	Ph. D.	Others/M.Phil.
3136	420	02	134

(b) No. of students outside the state

(c) No. of International Students

No	%
-	-

Men

No	%
-	-

Women



Last Year (2015-16)						This Year(2016-17)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
07	166	04	1150	-	1327	08	172	05	1192		1377

Demand ratio 1:1.56

Dropout % :0.003%

5.4 Details of student support mechanism for coaching for Competitive Examinations (If any)

Civil services, TNPSC, Bank services, Numerical aptitude & other competitive exams Coaching Classes continue to be held in collaboration with various Coaching Academy. About 360 students have been enrolled in the coaching classes which are held twice a week. Communicative English classes like BEC are conducted to help the students to qualify for competitive exams.

No. of students beneficiaries

556

5.5 No. of students qualified in these examinations

NET

-

SET/SLET

02

GATE

-

CAT

-

IAS/IPS etc

-

State PSC

10

UPSC

-

Others

02

5.6 Details of student Counselling and Career Guidance

The Student Counselling Centre extends counselling assistance to students with psychological, academic and social concerns. These services are provided on appointments that seek to enable students to function effectively and improve their wellness quotient. Students with serious psychological problems are referred to a psychiatrist or a clinical psychologist for further evaluation. The centre also conducts workshops for staff and students on counselling and life skills.

The Career Guidance Cell (CGC) provides comprehensive services in the area of training, options regarding higher studies, internships and full-time placements for both undergraduate students and post-graduate students. This Cell is an initiative of a group of Alumnae of the college. It draws on the rich expertise of the Alumnae who are heading various organizations in India and abroad. Apart from this, Insurance, Financial Planning, in collaboration with the Economics department, were organized. This meant greater exposure for the students in these areas, particularly with practical simulated experiences.

Counselling assistance is provided to students in different areas like academic, career and personal. Career guidance programs are organised to guide the students through the process of identifying their career goals, to equip themselves suitably according to their career preferences, to find suitable jobs and to excel in their placement.

No. of students benefitted

1187



5.7 Details of Campus Placement

<i>On Campus</i>			<i>Off Campus</i>
No. of Organizations Visited	No. of Students Participated	No. of Students Placed	No. of Students Placed
13	220	56	42

5.8 Details of Gender Sensitization Programmes

The Centre for Women’s Studies has organised various seminars and workshops on Women & Identity, Empowerment of women in Higher Education, Violence against Women- Vulnerabilities and Strategies, Self defence for Women against Gender violence.

Gender sensitization programs are conducted regularly to bring awareness about gender issues. Women empowerment cell frequently organize self-defence training program to prepare the girl students to defend themselves in times of harassments from society.

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 event

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	<input type="text" value="1"/>	National level	<input type="text" value="1"/>	International level	<input type="text" value="-"/>
Cultural: State/ University level	<input type="text" value="13"/>	National level	<input type="text" value="08"/>	International level	<input type="text" value="-"/>

5.10 Scholarships and Financial Support

Scholarships and Financial Support	Number of Students	Amount (Rs. in Lakhs)
Financial support from Institution	136	7.86
Financial support from Government	800	22.93
Financial support from other sources	16	1.66
Number of students who received International/National recognitions	-	-



5.11 Student Organised / Initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

Seminar /Conferences : National Level State Level

5.12 No. of social initiatives undertaken by the students

5.13 Major Grievances of students (if any) redressed:

Free Transport Facility provided for all Students and Faculty to their residence in all routes. Yoga sessions, Canteen facilities, Stationery store, and installed sanitary napkin vending machine.



Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision statement

To mould name as one of the premier Institutions in this region to offer Excellent and Innovative knowledge and skills in the field of Arts and Science leading to Sound, Character, Discipline and Patriotism.

Mission statement

To provide holistic education to build strong character with Social and Moral Values and to give them skill sets for ready employment.

6.2 Does the Institution has a Management Information System : Yes

The College ensures a system of participative management whereby information flow and decision making processes are systematised and channelled through all key constituents of the College. The suggestions given by the Governing Body, the Management Committee and the Finance Committee are implemented by the various administrative offices, under the leadership and guidance of the Principal.

The Heads of departments ensure the smooth functioning of the activities of the department in collaboration with other members of the department. Regular meetings of the Staff Council are held to discuss and decide on matters relating to academics and administration. For the smooth and effective functioning of the College, interactions with stakeholders comprising of faculty, parents, alumnae and the students, are regularly organised. Feedback received from faculty, students, alumnae and other stake-holders are considered for continuous review and revision which are relevant to the changing needs of higher education.

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

6.3.1 Curriculum Development

An assessment of the effectiveness of the current curriculum is done through feedback obtained from faculty, students, alumni, subject experts, employers and members of the academic audit. After reviewing suggestions from all stakeholders, the Curriculum Restructuring Committee brainstorms for additional inputs. Relevant and innovative suggestions for the restructuring are discussed at Staff Council and general staff meetings, following which a general curricular framework is designed for the institution. Care is taken to ensure that the norms and guidelines recommended by the Periyar University are adhered to.

Based on the framework given, departments develop an outline of the proposed programme/course, with details such as course description, objectives, unitisation of the courses, evaluation patterns and references. The experience gained by faculty members as resource persons at conferences, seminars/workshops and also as members of Boards



of Studies and Academic Audit Committees in other institutions facilitates the process of revision. The revised courses and syllabi are then discussed at Boards of Studies meetings. The recommendations of the Boards are brought to the Academic Council for its approval.

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

6.3.2 Teaching and Learning

Investment in state of the art technology for promoting innovative teaching methodologies. Constant review of testing and evaluation patterns encourages creativity, originality and analytical thinking. Faculty members are motivated to design contemporary, skill based and value-added courses. Training sessions for the faculty are conducted to enhance their teaching skills.

6.3.3 Examination and Evaluation

The College has several mechanisms in place to ensure that all stakeholders - students, parents, faculty members, administrative staff and the Management - are aware of the evaluation processes. The Evaluation processes consist of Continuous Assessment and End Semester Examinations. (ESE).

Equal weightage is given to the CA and ESEs. Third component an innovative evaluation methodology which may include open book tests, seminars/ assignments/ projects/ quiz/data analysis/any other, at the discretion of the course teacher. All components carry equal weightage.

The following reform measures have been adopted:

- Online Publication of End Semester Examination results by the University
- Online registration of Supplementary Examinations
- Mark sheets printed with security features including the photograph of the students by the University.

6.3.4 Research and Development

Research in the College has been given a strong thrust since the last reaccreditation cycle. There has been renewed focus on interdisciplinary research in the College. The award of major and minor research projects to faculty and collaborations between faculties of different departments underscore the growing importance given to research in the College. Currently, faculty are engaged in five minor and three major research projects supported by the UGC. Postgraduate research has been encouraged by the introduction of dissertation/ project work. Some departments encourage undergraduate research in various ways –by way of projects, seminar papers and assignments.

The Padmavani Centre for Multidisciplinary Research (PCMR) was set up in



November, 2013 that focuses on Research Capacity building and provides forum for knowledge sharing. Various sessions and projects are devised to improve and enhance research potential and initiate quality assessment standards. At all levels interdisciplinary scholarship enquiry is encouraged with scope of innovation and quality advancement with protection and ethical use of intellectual property.

6.3.5 Library, ICT and Physical infrastructure / Instrumentation

Library: Networking has been installed in the library which facilitates access of information on various types such as online databases, e-journals, e-books, digitally through networked systems. Access may be allowed online remotely through internet or intranets.

ICT: The institution adopts policies and strategies for adequate technology deployment and maintenance. The ICT facilities and other learning resources are adequately available in the institution for academic and administrative purposes. The staff and students have access to technology and information retrieval on current and relevant issues. The institution deploys and employs ICTs for a range of activities. In keeping with rapid advancements in technology, and for students to benefit from state-of-the-art equipment, the College has set up three SMART Boards in selected classrooms located in different buildings on campus. Additionally, every department has been provided with a laptop and a portable/mounted LCD projector.

A multimedia language lab, computer labs and science labs provide opportunities for hands-on training. The College also has two computers with JAWS and Super Nova Access Suite version 13.03 Dolphin software that cater to the academic needs of visually challenged students.

Physical Infrastructure/Instrumentation:

Open air theatre, seminar halls, conference rooms, audio visual rooms, classrooms (some equipped with SMART Boards), buildings to house administrative offices, staff rooms, well equipped laboratories, a video conferencing facility, Fine Arts studios, library, a chapel, a common prayer room, students' common room, guest rooms, infirmary, wellness centre, games field, browsing centre, DTP centre, a telephone kiosk with STD and ISD, canteen, a Nestlé kiosk, a juice centre, parking area and residential facilities for students and a few staff are provided. An additional floor has been constructed in ABJ Block for the Department of Social Work.

A new building for the support staff has been constructed on campus. All the large halls have LCD and screen facilities. Digital notice boards with LCD screens have been installed in strategic locations in order to disseminate information relating to events, news, and other important information that every student needs to know. In order to ensure safety and security of the campus community, the College is under central surveillance with the installation of CCTVs at several locations on campus. Fire extinguishers have been installed on campus and students and staff have been trained in handling the equipment.

The last re-accreditation cycle fore-grounded the need for the College to respond to the growing importance of developing a vibrant research culture on campus. As a first



initiative to enhance infrastructure to facilitate research, particularly interdisciplinary research, and enrich the teaching-learning process, the Centre for Research in Science and Technology was set up with sophisticated equipment.

6.3.6 Human Resource Management

At the end of each academic year the Management Committee reviews the existing positions and identifies personnel for various teaching and non-teaching positions. The management makes appointments through prescribed procedures.

Orientation and training programmes are periodically organised for new recruits. In order to enhance capacities of staff need-based training/workshops are organised for faculty, administrative, and supportive staff.

Recreation programmes are also organised for teaching, non-teaching and supportive staff.

6.3.7 Faculty and Staff Recruitment

Advertisements inviting applications from qualified candidates are published in leading newspapers. Applicants who meet the eligibility criteria lay down by the UGC and the Periyar University are called for an interview cum trial teaching session. The selection panel consists of the Principal, Secretary, members of the Management, Head of the concerned department, a senior member of the faculty and an external subject expert. Candidates deemed suitable to meet the institutions requirements are appointed on probation for one year. They are given a permanent position by the Management after assessment of their performance.

6.3.8 Industry Interaction / Collaboration

- Six MoUs signed with industries for faculty and student enrichment
- Industry immersions have been initiated for faculty and students
- Industry Interactions through guest lectures, seminars, workshop, industrial visit and internships were conducted

6.3.9 Admission of Students

The admission process is based on the philosophy that access to quality education is the fundamental right of all citizens. The College is committed to serving the economically and socially marginalised sections of society and to this end, privileges them in the admission process. This philosophy shapes the admission policy of the College.

The College website, prospectus and handbook contain information about the institution and the programmes offered. The prospectus that highlights the details of various programmes of 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 customised admission software package has been developed to facilitate the admission process.

All information relating to admission processes is made known to the public by way of a Help Desk that is set up during admissions. Student volunteers assist in guiding the candidates and their parents during the admission process.

The use of ICT has facilitated the admission process and has reduced the amount of paperwork as well as the use of paper. The ICT enabled process has facilitated the generation of student profile reports. An analysis of the profile helps in identifying students who need special assistance, such as those from regional language medium schools, students from rural backgrounds and first generation learners. Special training programmes are conducted for these students. This enhances their communication skills and helps them blend in with the College community.

6.4 Welfare schemes for

Teaching	<p>A Day Care Centre housed in Padmavani Welfare Centre on campus for children of staff</p> <ul style="list-style-type: none"> • Loan facilities • Flexi-timings provided for medical reasons • Contributory Provident Fund for management faculty • Contribution towards medical insurance • Maternity leave • Advance to meet emergency expenditure of the staff
Non-Teaching	<ul style="list-style-type: none"> • Loan facilities • Uniforms for the supportive staff • Financial aid to educate the children of supportive staff • Festival advance • Admissions, scholarships and fee concessions for daughters of administrative and supportive staff • Bonus for administrative and supportive staff • Refreshments during working hours for administrative staff
Students	<ul style="list-style-type: none"> • The Career Guidance provides training for students to enhance their employability, in addition to providing information on job availability. It fosters partnerships and linkages with the corporate sector for placement and training opportunities. • A wellness Centre under the supervision of a



	visiting doctor and a resident nurse. <ul style="list-style-type: none"> • Trained and professional counsellors are available on campus. • The Deans of Student Affairs: <ol style="list-style-type: none"> 1. Organise student welfare activities 2. Help in students counselling 3. Disburse scholarships, financial aid food tokens and stationary material to the less privileged 4. Provided all routes free bus services 5. Organise orientation programmes for the first year students on all matters relating to academics, student discipline and services 6. Organise a medical camp for first year students 7. 4scholarship schemes 8. No. Of students benefited : 2987
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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	Yes	TUV Rein land	Yes	Certified internal Auditors
Administrative	Yes	TUV Rein land	Yes	Chartered Accountant

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?

Not Applicable

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

Not Applicable



6.11 Activities and support from the Alumni Association

The members of the Alumni Association manage four wings of the association namely, the Career Guidance Cell (CGC). The activities of the CGC include placement services, planning and arranging workshops and programmes for life - skills development and communication.

The CGC is a constructive and motivated wing is a forum that organises regular sessions on a variety of topics ranging from cookery, travel, discussions on books, social service to medicine. The other was organized by the Social Work Department as part of their three day seminar. It was both informative and enlightening.

The Student Support Fund is a contribution from the members to support needy and deserving students from all departments in paying examination fees. This magnanimous gesture exemplifies the continued involvement of the members of the AAPC in the education of the students of the College. The Annual General Body Meeting (AGBM) and Reunion were held on 14th September 2016. The event saw a good turnout.

As part of reaching out to the underprivileged in society, some alumnae, students and youth wing co-ordinates visited a home for the physically and mentally challenged people. They spent quality time with them and distributed gifts.

6.12 Activities and support from the Parent – Teacher Association

The College does not have an established Parent – Teacher Association. However there are activities organised by the college wherein parents are encouraged to attend. In the beginning of the academic year it is mandatory that parents of I yrs' students attend an Orientation on all academic programmes and student support services offered on campus.

Departments organise a one-on-one dialogue with parents whose children need further support and counselling services to enhance performance.

6.13 Development programmes for support staff

Session on 'Stress Management' for Administrative Staff was organised in July 2017.

A Programme on 'Demonstration and training on Principles and Handling of fire Extinguishers' for the Laboratory Assistants and Supportive Staff was organised in August 2017.

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

The College, on a regular basis, makes a thorough environmental assessment of the campus and implements healthy ecological practices in water and energy conservation and waste management. Some of the initiatives are as follows:

Energy efficient lighting – LED lights and energy efficient PL lamps which consume less power are used in the College.

Use of Renewable Energy: This year the College has installed a 5 KW Solar Power Plant.



Solar powered lights and hot water systems are used in the hostel and the convent. An Energy Audit has been initiated and measures are being taken to increase the use of solar energy on campus.

The existing RO plants supply potable water for the entire college.

Some of the other eco initiatives are rain water harvesting system, Vermicomposting, Herbal garden, Grey water recycling, Segregation of waste, and “Green” lab-waste disposal, Solar powered lights, Safe disposal of laboratory wastes, Panels depicting eco issues



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.

The College periodically introduces new and innovative courses in its curriculum. These courses are introduced by various departments to cater to the different needs of the students.

The following initiatives were taken to enhance knowledge, skills and employability:

- Summer Internships made mandatory for PG students to enhance research and industry-institute linkage.
- Projects/internships undertaken at the UG level.
- Introduction of Skill Development courses which enhance employability. Introduction of Interdisciplinary courses to impart broad based learning.
- Independent Electives encourage the students to widen their knowledge and earn additional credits.
- Auditing of courses gives students an opportunity to study subjects of their interest.
- Training in Soft Skills increases self confidence, builds leadership qualities and skills for holistic development.

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

Action taken Report (ATR):

The College has been reaccredited with 'B' Grade with a CGPA of 2.57 on a three point scale

- Increase in the number of certificate courses.
- Enhanced research output.
- Training programmes/capacity building sessions for faculty and non-teaching staff.
- Increased academic tie ups

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

Best Practice - I

Language Partnership Programme for Enhancement of Communication in English

This programme was initiated to help first year students who lack the required competency in English and to improve their proficiency and enhance communication in English to help them understand their core disciplines and subjects.

The outcome was that the students were able to blend with the rest of the class. Improved English language competence lead to improvement in academic performance. About 300 students benefitted by this programme.

The unique feature of this practice is that the teachers are senior student volunteers from the II and the III year UG or from the PG classes. The involvement of student helpers in this programme has several advantages. Informal, interactive teaching methods are creatively used by student- teachers and the enthusiasm which they radiate in the classroom



is an instant success with the learners. The impact of this programme extends beyond academics and has created a sense of togetherness, mutual understanding and has narrowed the divide between the different sections of the student population on campus.

Best Practice – II

Institutionalising the Mentoring System

The Mentoring System was introduced to monitor student progression both in academics and help students deal with issues related to life on campus and also give guidance related to their personal issues

Each member of the faculty is assigned students belonging to her department. A booklet with student details has been designed by the College to keep track of the student’s growth and development on campus. Each student is required to meet her mentor in a one-on-one session at least three times every semester. If the mentor feels that her mentee requires additional help, she is recommended for remedial coaching. The mentor also guides students on matters relating to higher education and careers.

The mentor refers her to a professional counsellor if required. The mentor also identifies students who need financial assistance and direct them to the appropriate authority for availing of fee concessions, scholarships, food tokens and other assistance.

7.4 Contribution to environmental awareness / protection

The College constantly seeks to promote the Care of Mother Earth initiative. One of the primary objectives of the institution is to sensitise students on environmental issues and to motivate them to promote ecological justice and sustainable development. The College, on a regular basis, makes a thorough environmental assessment of the campus and implements healthy ecological practices in water and energy conservation and waste management. The three ‘R’s: “Reduce”, “Reuse” and “Recycle” form the essence of every eco-friendly practice adopted in the College. Some of the eco initiatives of the campus include:

- Green cover with 200 trees
- Reverse Osmosis plant
- Grey water recycling
- Rain water harvesting
- Herbal garden
- Energy efficient lighting
- Solar powered lights
- Waste management (Composting and Vermi composting)
- Safe disposal of laboratory wastes
- Panels depicting eco issues
- Sensitising the public on environmental issues and reaching out to the community on working towards environmental protection.

Commitment to the environment and fostering student involvement for “green” campus initiatives has always been our priority at Stella Maris. This year as a ‘green initiative’ the College installed a 5 KW Solar Power Plant.

7.5 Whether environmental audit was conducted? Yes No



7.6 Any other relevant information the institution wishes to add.

STRENGTHS	WEAKNESS
<ul style="list-style-type: none"> • Campus - a. Located in the NHAI-7 of the city b. Well maintained with external facilities and infrastructure c. Environment -friendly measures undertaken • High quality academic programmes at both graduate levels • A holistic educational experience • Broad-based curriculum with emphasis both on skills development and knowledge building • Strong commitment to community, service, social justice, empowerment of women • Highly qualified faculty, committed to student welfare • Support programmes for slow learners • A large number of scholarships disbursed to students from marginalized and economically deprived section • Mentoring system well structured • Excellent reputation at both national and international levels • A strong focus on high quality, student-centred teaching-learning processes committed and dedicated faculty • Well-established partnerships with other higher education institutions and research institutes • Positive and sustained approach to research and related academic activities • Excellent library facilities • Well maintained and safe residential facilities for students • Strong, inclusive, value based education offered to students • Well-equipped labs • Several opportunities for students to develop and enhance their creative potential and individual talent • Positive experience with all external stakeholders • Excellent placement opportunities offered • Strong support staff 	<ul style="list-style-type: none"> • No number of Certificate Courses • Insufficient student strength in some PG programmes • Slow progress in identifying funding agencies for research projects
OPPORTUNITIES	CHALLENGES
<ul style="list-style-type: none"> • Increasing possibilities for partnerships, networking and collaborations with the setting up of the International Research Centre 	<ul style="list-style-type: none"> • Delay in government approvals for filling up retired and resignation vacancies.



<ul style="list-style-type: none">• Expanding opportunities for under taking multidisciplinary and interdisciplinary research activities at both national and global levels.• Increased opportunities to develop and establish new programmes to meet the new and growing demands of society• Increasing interest from foreign institutions for collaborations• Expertise of faculty to tap the corporate sector for consultancy and funding for research projects• High levels of interest in agencies/corporate sector to tap student potential for internships, projects and research-related activities.• Potential for leaderships role in the country-through innovative curricula, consultancy, networking and knowledge exchange	<ul style="list-style-type: none">• Focus on vocationalisation of higher education in future policy making.• Perception that all educational processes should be directed towards preparing students for jobs.• Focus on marks rather than holistic development.
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8. Plans of institution for next year

<ul style="list-style-type: none">• Academic Audit• Curriculum Restructuring• Administration Reforms• Examination Reforms• Enhance Research Activities and Publications• Faculty Development and Exchange Programmes• Enhance Consultancy• Introduction of eco-friendly infrastructure facilities• Introduction of Traditional and Nutritious Food on Campus.

Name: Dr.M. Jayagobi

Name: Dr.N.Subburaj

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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