The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

1. Details of the Institution

1.1 Name of the Institution	Dr. MGR - JANAKI COLLEGE OF ARTS AND SCIENCE FOR WOMEN
1.2 Address Line 1	Sathyabama MGR Maligai
Address Line 2	11 & 13 Durgabai Deshmukh Road Raja Annamalaipuram
City/Town	Chennai
State	**Tamil Nadu**
Pin Code	**600028**
Institution e-mail address	admin@mgrjanaki.ac.in
Contact Nos.	044-24937382 / 92
Name of the Head of the Institution: s	Dr.R Manimekalai M.Sc, M. Tech, Ph.D
Tel. No. with STD Code:	044-24937382 / 92
Mobile:	94448-12212

Name of the IQAC Co-ordinator:

Dr. P.Sumithira

Mobile:

9790797226

IQAC e-mail address:

mjcnaac@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*   -

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.mgrjanaki.ac.in

Web-link of the AQAR: -

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	-	2005	2010
2	2nd Cycle	B	2.86	2012	2017
3	3rd Cycle		-	-	-
4	4th Cycle		-	-	-

1.7 Date of Establishment of IQAC: DD/MM/YYYY   01.09.2004

1.8 AQAR for the year *(for example 2010-11)*   2017 -2018

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

  i. AQAR - 10/11/2014
 ii. AQAR - 25 /02 /2016
iii. AQAR – 26 /04/2017
 iv. AQAR - 13/ 07/18
  v.

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 ☑

  (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 ☑

1.11 Type of Faculty/Programme

    Arts ☑   Science ☑   Commerce ☑   Law ☐   PEI (Phys Edu) ☐

    TEI (Edu) ☐   Engineering ☐   Health Science ☐   Management ☐

    Others   (Specify)   NA

1.12 Name of the Affiliating University *(for the Colleges)*   University of Madras

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

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

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

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

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

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

UGC-COP Programmes [-]

2. IQAC Composition and Activities

2.1 No. of Teachers [13]

2.2 No. of Administrative/Technical staff [2]

2.3 No. of students [2]

2.4 No. of Management representatives [2]

2.5 No. of Alumni [5]

2. 6 No. of any other stakeholder and

community representatives [5]

2.7 No. of Employers/ Industrialists [5]

2.8 No. of other External Experts [5]

2.9 Total No. of members [39]

2.10 No. of IQAC meetings held   5

2.11 No. of meetings with various stakeholders: No. [5]   Faculty [12]

Non-Teaching Staff Students [2]   Alumni [1]   Others [4]

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. 1   International ☐   National ☐   State 1   Institution Level ☐

(ii) Themes

o   Active Learning in Higher Education
o   Psychological Dimension to learning
o   Ensuring Quality in Teacher Constructed Classroom
o   Role of ICT in Higher Education

2.14 Significant Activities and contributions made by IQAC

Academic Development

Organization of Endowment lecture

Publication of a book annually

The IQAC conducted a seminar for the faculty members to focus on all aspects of development, innovations and good practice in higher education teaching and learning, including the use of information and communication technologies and issues concerning the management of teaching and learning.

Faculty members have been resource persons to other institutions.

Faculty members encouraged to present papers at State, National and International Seminars and Workshops

Faculty members have contributed articles in reputed journals and books.

Skill Development

IAS coaching for 200 second year students

Vocational Training for 20 students for two courses Block printing and tailoring.

120 students have registered for Entrepreneurship education program through the National Entrepreneurship Network (NEN).

Training activities for the final year students focusing on Career planning and personality Development,

Personality Development:

Knowledge sharing sessions by faculty members of all the departments

Eye opener sessions for the students

Social Ethics classes for the undergraduate first year students.

2.15 Plan of Action by IQAC/ Outcome

Plan of Action	Achievements
• All departments to conduct interdisciplinary international level conferences and publish the proceedings	3 National Seminars 3 International conferences
• All PG students to attend competitive exams compulsorily.	Students registered for SSC and TNPSC exams
• Coaching to be given to students for competitive exams	IAS coaching for 200 students conducted by Sai IAS Academy in our CAMPUS
• Collaborations and tie-ups with various organizations	MOU was signed with Sree Saraswathi Thiyagaraja College, Pollachi for student and faculty exchange • Dr. V.C. Santhilakshmi delivered a lecture on 'Introduction to Critical Theories". • Mrs. S. Umashankariand Mrs. N. S.Kothai, Faculty,Department of Computer application delivered lectures on "Evolution of Operating Systems, Recent Trends in Information Technology and Data Structures" • Department of Natya,Ms. VithyaArasu, conducted a dance and music workshop andMs. Yamini conducted Yoga workshop for two days MOU has been signed with "A & D Solaris" for developing the communication skills and computing skills
• Increase in research publication in high impact factor journals	All department published their research articles
• Commemoration of significant days	96th anniversary of MahakaviBharathiyar Ma. Po. Si. Remembrance Day Birthday of Our former president Late. Shri. Dr. A. P. J. Abdul Kalam was observed as World Youth Day The Birth Anniversary of our illustrious Founder, Bharat Ratna. Dr. M. G. Ramachandran, Department of Natya students staged Dasavatarama
• Acquisition of additional skills to enhance their versatility in the competitive job market	Logical and Technical Skills for IT Career Computational Biology Math Tricks for Aptitude, Travel and Tourism Management, New Gen Technology, Recent Trend in Computer Technology Functional English.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes ☑

Management ☑   Syndicate ☐   Any other body ☐

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	6		6	6
UG	13	-	13	9
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	18	1	19	15

Interdisciplinary	-	-	-	-
Innovative	-		-	-

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

Pattern	Number of programmes
Semester	19
Trimester	-
Annual	-

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

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

Please provide an analysis of the feedback in the Annexures

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

Nil

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

B.Sc Microbiology (Additional Section)

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
157	156	1	-	-

2.2 No. of permanent faculty with Ph .D

28

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
157	-	1	-	-	-	-	-	157	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

-	32	-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	27	18	35
Presented papers	22	29	11
Resource Persons	-	2	7

2.6 Innovative processes adopted by the institution in Teaching and Learning:
   Clubs Associations and student seminar

ICT enabled teaching and student seminars through power point presentations

Models and Posters are made on topics related to the syllabus and exhibited.

Revise   Project (BCA)

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

175

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

NA

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

| 10 | 3 | 2 |

2.10 Average percentage of attendance of students

85%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no	Division (in percentage)				
		Distinction	I	II	III	Pass
B.Sc Biochemistry	48	-	57	-	-	57
M.Sc Bioinformatics	15	-	100	-	-	100
B.Sc Microbiology	45	22	73	-	-	96
M.Sc Appl.Micro	20	25	70		-	95
B.Sc Comp.Science	140	-	76	-	-	76
M.Sc IT	13	53	30	-	-	84
BCA	142	15	67	9	-	92
B.Sc Maths	62	8	46	26	-	81
BBA	118	-	26	37	-	63
M.A HRM	10	-	100	-	-	100
B.Com (A/F)	126	7	56	21	-	83
B.Com (General)	129	9	61	16	-	78
B.Com (CS)	109	1	45	26	-	72
BBM (Shift II)	34	-	30	62	-	92
Natya	9	-	11	-	-	11
B.A English	66	-	74	-	-	74
M.A English	17	-	94	-	-	94
B.Sc Psychology	39	8	80	12	-	100

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

The department plans their activities through academic planner.

The IQAC emphasizes the departments to organize National/ International Seminar conferences and workshops.

The IQAC encourages the faculty to attend orientation program offered by other colleges/ Universities

Conduction of Internal Tests

Internship mandatory for Undergraduate second years

IQAC ensures functioning of club activities, department association meets, guest lecturers, bridge, remedial and enrichment classes

The IQAC conducts academic audit twice a year

The IQAC collects feedback from the students at the end of every academic year.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	Nil
UGC – Faculty Improvement Programme	2
HRD programmes	Nil
Orientation programmes	Nil
Faculty exchange programme	5
Staff training conducted by the university	5
Staff training conducted by other institutions	1
Summer / Winter schools, Workshops, etc.	27
Others	2

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	40	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

The college has a research committee comprises of the Principal, Dean Academics and all Heads of the Department

To organize seminars (inter-disciplinary) every year and the articles are published in journals with an ISSN/ ISBN number.

Teachers and students are encouraged to take up minor and major research projects

Faculty members are encouraged to present papers in the International conference

3.2   Details regarding major projects

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

3.3   Details regarding minor projects

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

3.4   Details on research publications

	International	National	Others
Peer Review Journals	-	-	-
Non-Peer Review Journals	48	13	42
e-Journals	1	-	-
Conference proceedings	1	2	6

3.5 Details on Impact factor of publications:

Range [ ]   Average [✓]   h-index [ ]   Nos. in SCOPUS [ ]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects				
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total				

3.7 No. of books published   i) With ISBN No.   [3]   Chapters in Edited Books   [Nil]

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	3	3	1	-	-
Sponsoring agencies	College management	College management	College management	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons [17]

3.13 No. of collaborations   International [-]   National [-]   Any other [1]

3.14 No. of linkages created during this year [1]

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
8		1	3	-	4	-

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

1

1

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

1

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

JRF [1]   SRF [-]   Project Fellows [-]   Any other [-]

3.21 No. of students Participated in NSS events:

University level [10]   State level [200]

National level [3]   International level [-]

3.22 No. of students participated in NCC events:

University level [-]   State level [-]

National level [-]   International level [-]

3.23 No. of Awards won in NSS:

University level [-]   State level [-]

National level [-]   International level [-]

3.24 No. of Awards won in NCC:

University level [-]   State level [-]

National level [-]   International level [-]

3.25 No. of Extension activities organized

University forum [2]   College forum [-]   Rotract – 10

NCC [-]   NSS [6]   Any other   YRC - 2

RRC - 3

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

Special camp was conducted at Maanganyam village, Kanchipuram District. Importance of Rain water harvesting, dental camp, dengue awareness, AIDS awareness programs were conducted for the people of the village

NSS students and NSS co-ordinator Ms.Anitha participated in the National Conference on Cultural Dynamics and climatic changes in Himalayas

Mr.VeerendraMisra, IPS,Director -NSS, Ministry of Youth Affairs and Sports,New Delhi,visited our college and had a interaction with the students about NSS future and role of youth

NSS volunteers actively participated in the observance of Communal Harmony Week and Flag Day

Life saving skills like CPR during emergency situations was taught to our RRC students

Tuberculosis control unit addressed the RRC students on Post HIV-sequelea and Tuberculosis

Blood donation camp was organized by YRC students.

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	5 acres	-		5 acres
Class rooms	48250 Sq.ft	-		48250 Sq.ft
Laboratories	6,150 Sq.ft			6,150 Sq.ft
Seminar Halls	48000 Sq.ft	-		48000 Sq.ft
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	6000 Sq.ft	-	-	-

4.2 Computerization of administration and library

- Library has INFLIBNET - NLIST software which provides access to 3,000,000 eBooks and more than 5,00,000 individual book authors.
- Institutional membership with DELNET.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	20,343	26,92,352	1,550	1,37,677	21,893	28,30,029
Reference Books	5,715	35,74,024	40	64,369	5,755	36.38,393
e-Books DELNET N-LIST	2,51,90,300 97,000					
Journals	42	1,09,550	8	5,210	50	1,14,760
e-Journals DELNET N-LIST	37,847 6,000					
Digital Database	NLIST DELNET	34,350 11,500				
CD & Video	697		8			705
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	181	5	4			4	13	-
Added	12	-	-			-	-	-
Total	193	5	4			4	13	-

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

- ICTACT launched the National Digital Literary Mission program in our college to make the students on campus digitally literate
- Students were trained on special commercial software
- Students belong to computer science, computer application and information technologies were attended seminar "Evolution of technology – Changing paradigms".
- Students were exhibited innovative models "Techno fest"

4.6 Amount spent (Amount in absolute rupees) :

i) ICT
> 5, 00,000

ii) Campus Infrastructure and facilities
> 4,250,028

iii) Equipments
> 4,26,662

iv) Others
> 22,557,008

Total :
> 27,733,698

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The prospectus and the Institution calendar are updated every year and given to the students at the beginning of the academic year.

- **Students** are our primary concern and unearthing their talents the chief concern. To induce in them a healthy competitive spirit and to inspire them to reach great heights of success is our goal

- Every department conducts several programs as part of its **Association Activities** to ensure that students get an all-round experience optimizing their versatility

- **Industrial visits** have been made an essential aspect of the curriculum in this institution as this provides an insight into the practical functioning of theoretical learning

- MayonrajahKobika of III B.Sc. Biochemistry participated in the "Young Scientist Award 2017"conducted by Tamil Nadu State Council for Science and Technology (TNSCT) and National Council for Science and Technology Communication (NCSTC) and she won the Young Scientist Award.

5.2 Efforts made by the institution for tracking the progression

> 1. Action plans are made by the departments/committee at the beginning of the year and the execution of the same is monitored periodically.
>
> 2. Reviews meetings are held with the management by the IQAC and feedback is provided.
>
> 3. Feedback is collected from students and the alumni and necessary steps are taken.
>
> 4. Register containing all details of a student which is periodically updated
>
> 5. Parent teachers meeting are conducted twice a year by which student's progress is updated to parents

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3635	154	-	-

(b) No. of students outside the state

02

(c) No. of international students

NIL

Men

No	%
-	-

Women

No	%
3789	100

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
82	117	01	1007	14	1221	81	153	4	1073	18	1329

Demand ratio   1: 4   Dropout %: 0.25

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

> - Our college physically challenged students are trained by Retd.IAS officer Mr.Jawahar for appearing in UPSC and TNPSC exams.
> - Association for Non Traditional Employment for Women (ANEW) has trained third year physically challenged students in Computer programming
>
> - The placement cell conducted training activities for the final year students focusing on Career planning, Personality Development, Industry- Institute Interaction, off site training, Industrial visits, Campus placements, Entrepreneurship Development
>
> - Barclays partnering with GTT and NASSCOM Foundation helps in empowering our students by imparting training.75 students were selected for various companies during the Government job fair

Rev

No. of students beneficiaries

1150

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

- Red Rock Offshore Consultants Pvt. Ltd. conducted Internship and HR Training for the final year B.Com. students at RR Donnelly.
- Our college Management is sponsoring IAS coaching for 200 students conducted by Sai IAS Academy in our CAMPUS.

No. of students benefitted

1206

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
27	1206	1150	NIL

5.8 Details of gender sensitization programmes

All Faculty members and students are female

5.9 Students Activities

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

State/ University level   17   National level   2   International level   -

No. of students participated in cultural events

State/ University level   15   National level   -   International level   -

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

Sports: State/ University level   7   National level   -   International level   -

Cultural: State/ University level [1]   National level [-]   International level [-]

5.10 Scholarships and Financial Support

	Number of students	Amount(Rs)
Financial support from institution	3	1,02,000
Financial support from government	106	3,81,140
Financial support from other sources	25	5,14,300
Number of students who received International/ National recognitions	3	21,000

5.11   Student organised / initiatives

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

Exhibition: State/ University level [2]   National level [-]   International level [-]

5.12   No. of social initiatives undertaken by the students   [19]

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

 To fashion competent, cultured, confident young women endowed with noble values that make them a shining star in the family and society.

Mission:

1. Financial empowerment to women

2. Develop core competencies and attain self actualisation

3. To achieve inclusive education

4. To build a gender neutral society

5. To help the students to become leaders of tall standing

6. To develop well rounded personalities through innovative and robust curricula.

6.2 Does the Institution has a management Information System

Yes, we have our own Management Information system.

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

6.3.1 Curriculum Development

Our college is affiliated to the University of Madras. We follow the curriculum prepared by the university.

However, our college contributes by the way of suggestions/ ideas regarding the change/ syllabus/updation of it, represented by its members in Board Meeting.

The college enriches the curriculum by including other job oriented learning activities.

Our institution introduced the certificate courses through which we execute the needs of the students by regularly offering certificate courses. Syllabus for the courses is framed by the faculty members of our institution.

6.3.2 Teaching and Learning

- The institute monitors and evaluate the quality of teaching learning by conducting regular academic audits. Result analysis is done by the principal once the results are published.
- Regular assessment of the students is made through continuous assessment tests and by giving assignments, seminars etc. The marks obtained by the students are submitted to the examination committee and thereby to the principal.
- Weak and slow learners are identified and they are given remedial coaching.
- Teaching through models and ICT enabled teaching
- Feedback is obtained from the students towards the end of the every year and analysed by a team of senior faculty members and necessary measures are taken.

6.3.3 Examination and Evaluation

- The college monitors the performance of the students by keeping frequent short tests.
- Apart from writing test viva-voce is conducted for the students every month. This helps them to overcome their fear and bring more confidence among them on the subject.
- Evaluation is also made by the assignments, seminars, innovative model and chart works, mini projects etc.
- Retest is also conducted for those who were not able to attend the internal assessments and for slow learners.
- The institution also encourages the students to have a real time exposure to the subject by allowing them for more industrial visits, internship programs, paper presentations etc

6.3.4 Research and Development

- Departments are encouraged to apply for necessary funding to host seminars and conferences.
- The institution also motivates the faculty members to procure research funds from various agencies like DBT, DST, ICMR etc.
- Staff members and students are encouraged to present papers in regional, State, National and International levels of Conferences and Seminars to facilitate their research and technical skills.
- UG and PG students are motivated to do minor projects and they are published in peer reviewed journals.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Fully equipped library with DELNET and INFLIBNET facilities
- Full fledged computer labs with internet facilities
- Projector and laptop facilities are arranged by the institution for ICT enabled teaching
- Scientific Instruments are effectively shared and utilised by the science departments

6.3.6 Human Resource Management

- At the end of every academic year the management analyse the vacancies and advertisement are made and the positions are filled up through interviews.
- Faculty are motivated to improve their career by conducting need based semimars, workshops, conferences etc.,
- Orientation programmes are also conducted for the new staff members at the beginning of every academic year

6.3.7 Faculty and Staff recruitment

Advertisements are made in the local newspapers. The applications are scrutinized and called for interview.

The selection panel consists of the Principal, Secretary, members of the Management, Head of the concerned department

6.3.8 Industry Interaction / Collaboration

- The college/department invites subject/academic experts from various colleges, industry and research institutions to deliver lectures to students and faculty and interact with them.
- Placement cell has taken right steps in identifying the demands of the current industry and prepares our students towards this need.

6.3.9 Admission of Students

- Merit based admission system is followed and transparency is ensured.
- Alumni members also play a vital role in publicity and admissions.

6.4 Welfare schemes for

Teaching	Employment provident fund
Non teaching	Insurance and Loan
Students	Insurance scheme and Educationa loan

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	Principal, Vice-Principal and Dean
Administrative	-	-	Yes	-

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?

> Members of the Academic Council and Board of Studies make their suggestions to the boards concerned

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

> Annual alumni meet is conducted once a year on the last Sunday of November
>
> Active participation and contribution is made by alumni
>
> Alumni help in securing placements in reputed organisations
>
> Alumni members also play a vital role in publicity and admissions.

6.12 Activities and support from the Parent – Teacher Association

> Parents are called for a meeting to discuss the wards' progress and their
>
> valuable feedback is taken for improvisation.

6.13 Development programmes for support staff

> Need based seminars, conferences, workshops organised
>
> Hands on training on basic computer skills

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

- WOW-Wealth out of Waste, an initiative taken up by the Green Health Club of the department of Biochemistry and Bioinformatics and CTM which involves segregation of waste papers and disposing them in the proper manner
- Awareness programmes are conducted regularly.
- Tree plantation of special occasions
- Well maintained herbal garden and vermicompost pits.
- Rain water harvesting is also done

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.

- For effective placement Classes are conducted periodically to train students for Aptitude Test, Group discussion and Personal Interview

- Academic audits are held for the students and the feedback received is scrutinised for quality enhancement

- Action plan is prepared during every academic year and it's effective implementation is reviewed.

- Knowledge Sharing is a practice in which information and expertise are exchanged.

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

> 3 National Seminar and 3 International conferences
>
> Students registered for SSC and TNPSC exams
>
> IAS coaching for 200 students conducted by Sai IAS Academy in our CAMPUS
>
> MOU was signed with Sree Saraswathi Thiyagaraja College, Pollachi for student and faculty exchange
>
> MOU has been signed with "A & D Solaris" for developing the communication skills and computing skills. All staff members published their research articles
>
> 96th anniversary of MahakaviBharathiyar   Ma. Po. Si. Remembrance Day. Birthday of Our former president Late. Shri. Dr. A. P. J. Abdul Kalam was observed as World Youth Day The Birth Anniversary of our illustrious Founder, Bharat Ratna. Dr. M. G. Ramachandran, Department of Natya students staged Dasavatarama
>
> Logical and Technical Skills for IT Career Computational Biology Math Tricks for Aptitude, Travel and Tourism Management, New Gen Technology, Recent Trend in Computer Technology Functional English.

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

Knowledge sharing sessions and Coaching for NET/SET exams

Placement of differently abled students

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

7.4 Contribution to environmental awareness / protection

- Rain water harvesting
- Herbal garden
- Recycling of papers (MoU with WOW-wealth out of waste)
- Waste management (Composting and Vermicomposting)
- Safe disposal of laboratory wastes
- Sensitising the public on environmental issues and reaching out to the community on working towards environmental protection through extension activities like NSS

7.5 Whether environmental audit was conducted?   Yes [ ]   No [✓]

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

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8. **Plans of institution for next year**

- Preparing for Re-Accreditation cycle

- Coaching to be given to students for competitive exams

- Collaborations and tie-ups with various organizations

- Increase in research publication in high impact factor journals

Name _____   *Name* _____

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____