The Annual Quality Assurance Report (AQAR) of the IQAC
(For Affiliated/Constituent Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, July 1, 2017 to June 30, 2018)*

Part – A

Data of the Institution
(data may be captured from IIQA)

1. Name of the Institution   Thavathiru Santhalinga Adigalar Arts, Science and Tamil College, Perur, Coimbatore - 641010

- Name of the Head of the institution   : Dr.V.Rajeswari

- Designation   : Principal

- Does the institution function from own campus : Yes

- Phone no./Alternate phone no.   : 0422 - 2607995

- Mobile no.   : 9994027739

- Registered e-mail   : tsatamilcollege@gmail.com

- Alternate e-mail   : tsanoolagam@gmail.com

- Address   : Perur,

- City/Town   : Coimbatore

- State/UT   : Tamilnadu

- Pin Code   : 641 010

2. Institutional status:
- Affiliated / Constituent   :   Affiliated
- Type of Institution   :   Co-education/Men/Women: Co-education
- Location   :   Rural/Semi-urban/Urban: Rural
- Financial Status Grants-in aid/ UGC 2f and 12 (B)/ Self financing (please specify)   :   UGC – 2(f), UGC - 12(B)

- Name of the Affiliating University : Bharathiar University
- Name of the IQAC Co-ordinator : Dr.Pitchamuthu.K
- Phone no. : 9790616392
  Alternate phone no. Mobile : 9894133066

- IQAC e-mail address : tsaiqac@gmail.com

- Alternate Email address: tsanoolagam@gmail.com

3. Website address: www.tsatamilcas.edu.in

Web-link of the AQAR: (Previous Academic Year):
                        http://www.tsatamilcas.edu.in/AQAR2017-18.doc

4. Whether Academic Calendar prepared during the year?   Yes

Yes/No....., if yes, whether it is uploaded in the Institutional website:

Weblink:

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1st	B	2.27	2016	from:2016 to: 2021

6. Date of Establishment of IQAC: DD/MM/YYYY: 17-08-2016

7**.** Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
1. Orientation programme for the first year students.	07-07-2018	349
2. Participation in awareness event on prohibition of child labour – Running Race	22-07-2018	1
3. Granting scholarship to the meritorious students.	18-08-2018	101
4. Submission of AQAR for the year 2017-18 to the NAAC office	18-09-2018	-
5. Participation in Noyyal River protection movement.	28-09-2018	102 (100students + 2 staff)
6. Planting palm trees	01-10-2018	51 (50students + 1 staff)

7. Women conference	13-10-2018	405 (319 Girls + 47 boys + 39 staff)
8. Awareness towards AIDS	01-12-2018	102 (100 girls + 2 staff)
9. Awareness towards Prohibition of Drugs.	10-01-2019	58 (50 students + 8 Staff)
10. Awareness towards single use plastic items	11-01-2019	57(50 students + 7 Staff)
11. Taking oath regarding 100% voting – Right to VOTE	25-01-2019	743 (705 students + 38 Staff)
12. Guest lecture on the revised NAAC norms and procedures.	13-06-2019	32
13. Automation programme for teachers.	14-06-2019	38
14. Office automation programme	14-06-2019	02
15. Library automation programme	14-06-2019	02

Note: Some Quality Assurance initiatives of the institution are:
  (Indicative list)
- *Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements*
- *Academic Administrative Audit (AAA) conducted and its follow up action*
- *Participation in NIRF*
- *ISO Certification*
- *NBA etc.*
- *Any other Quality Audit*

8. Provide the list of funds by Central/ State Government-

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: Yes

10. No. of IQAC meetings held during the year: 04

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website…….Yes/No :

   (Please upload, minutes of meetings and action taken report)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?   :   No

        If yes, mention the amount: Year:

12. Significant contributions made by IQAC during the current year (maximum five bullets)

   * Submission of AQAR for 2017-18 to NAAC office.

   * Guest lecture on the revised NAAC norms and procedures.

   * Automation programme for teachers on College Management System.

   * Office automation programme for non-teaching staff.

   * Library automation programme.

13. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
1. Automation programme for staff.	Automation programme for teaching staff, Non-teaching staff and Librarian through College Management software.
2. Infrastructure resource enhancement.	Purchase of computers for Rs.156350. purchase of books for Rs.23580.
3. Commencement of new programme.	UG programme in Commerce (Professional Accounting) was started from 2018-19.
4. Student support.	1.Government scholarship given to 85 students – Rs.365799. 2.Institutional scholarship given to 129 students – Rs.173000. 3. TNPSC – Coaching given to 13 students NET - Coaching given to 10 students – 4 students Passed 4. Placement – 80 students placed through on campus. - 17 students placed in off campus.
5. Promotion of research.	1. One staff was awarded Ph.D 2. One Ph.D was produced. 3. 14 research papers were published.

	4. 06 books were published 5. 02 staff attended seminars conducted at local level.

14. Whether the AQAR was placed before statutory body?   Yes /No: Yes

    Name of the Statutory body: Date of meeting(s):

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?
Yes/No: Date:
                   No

 16. Whether institutional data submitted to AISHE : Yes/No: No

      Year: Date of Submission:

17. Does the Institution have Management Information System?
                   Yes

    If yes, give a brief description and a list of modules currently operational.
    (Maximum 500 words)

The students details are collected and the database is created periodically. These details are updated regularly. MIS plays an important role in sending the required information to the difference stakeholders of the college. Digital notice board has been installed in the campus. College website is updated regularly. Communication of important information of the college is done through the college website. During the course, the academic performance of the students with attendance details are collected and automated. The reports are generated and sent to HODs, Principal, Management, Parents and to the respective government departments.

      The personal details of teaching staff and the self appraisal details are collected and entered in to the data base. Similarly the personal details of non teaching staff are also collected and the data base has been created. Office work is automated and reports are generated with the respective software. Activities such as NSS,YRC, RRC, Sports, Placement, Library, cultural events and extension events are also automated.

      For this purpose,   'aveon software' has been installed with features such as Admission, Academic, Hostel & Mess, HR & Payroll, Fees, Inventory & Assets, Transport, Library, Feedback, Online exam, Club activity & Tutor Ward, Stay back & Special class, News & Events, CBCS, Open elective, LMS, Student Pedagogical Report, Course/Program outcome, Learning outcome, Circular, Reminder, Notifications, Student Grievance, Certificate request, Survey and Polling

Part-B

CRITERION I – CURRICULAR ASPECTS
1.1 Curriculum Planning and Implementation
1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

We have the following mechanism for effective delivery of curriculum.

- In the beginning of the academic session, meetings were held in all the departments in which the subject and the syllabi were distributed to all the staff members as per the expertise/specialization.

- As per the University Norms and credits the number of hours for each course is assigned in their stipulated work load.

- Allocated courses and workload were informed to the faculty members well in advance in order to prepare their lesson plan and teaching modules.

- Each staff members of the department were informed about the workload and the subjects well in advance. This would help them to prepare teaching plan in advance.

- Time tables for all the classes (UG & PG) were prepared and given to the staff members.

- The department Head prepares the routine work schedule of the department which was approved by the Principal duly.

- Learning Management System (Academic management software) is adopted and lesson plans were prepared, posted and followed accordingly under the HODs approval. The lecture plans were recorded in the academic management software and HODs will monitor.

- The HOD monitors the execution of teaching plan by the department staff which is mentioned in teaching plan.

- Once in 15 days the department meeting is held to discuss the action plans and other agenda to carry out an optimal and effective way.

- Central library and department libraries are equipped with sufficient number of text books, reference books and online materials.

- Various classroom teaching methods based on the requirements of different subjects were regularly used for the effective delivery of curriculum such as:

a. Chalk and Talk method

b. ICT- Mode enabled teaching – learning method

c. Using a software with different modules

d. Using of charts for effective lecture

e. Course materials prepared and given to students for reference.

f. Interactive mode of teaching-learning process, group discussions and activity based poster presentations.

g. Seminars and guest lectures are arranged in order to enlighten the students in the courses.

h. Staff members referred the standard reference books prescribed by the university along with latest information available through online and other resources for effective implementation of curriculum.

i. As per the requirement and norms of the University, internal tests and model examinations were conducted and assessed. Based on the performance of students, remedial and coaching classes conducted according to the need.

j. Department maintains documents of the circulars, assignments, project reports and so on.

College administration keeps a vigilant eye on the results, department proceedings and requirements of the students and also maintains record of the different activities of the college regarding teaching, learning, and the enhancement of effective curriculum delivery.

1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
NIL	**NIL**	**NIL**	**NIL**	**NIL**

1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
B.Com (PA) – 2AK	**11-04-2018**	Annexure – I (Attached)	**11-04-2018**

1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.

Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
B.Com (PA)	√		**11-04-2018**	√	
Already adopted (mention the year)					

1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Courses
No of Students	**0**	**0**

1.3 Curriculum Enrichment

1.3.1 Value-added courses imparting transferable and life skills offered during the year

Value added courses	Date of introduction	Number of students enrolled
Tally	**24-05-2019**	**25**

1.3.2 Field Projects / Internships under taken during the year

Project/Programme Title	No. of students enrolled for Field Projects / Internships
Field Project /B.Lit	**42**
Field Project/ B.Com (Aided)	**31**
Field Project/ B.Sc (CS)	**24**
Field Project/ B.Com (CA)	**18**
Field Project/ M.Com	**14**
Field Project/ M.Sc (CS)	**04**

	Total 133

1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders.				
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	**No**	**No**	**Yes**	**Yes**

1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

A well structured feedback format is prepared separately for students, employees and alumni with reference to the curriculum design and enrichment. The students were distributed feedback forms with adequate time to submit the forms. The students' suggestions were collected and were suggested to the University Board of Studies. Feedbacks from the parents were collected during the parents' teachers' meet organized by the department. Alumni feedback forms were collected during the alumni meet and their suggestions regarding recent trends that could be used for upgradation in the curriculum.

Feedback regarding Curriculum Revision: Flow of contents in the syllabus, usefulness of the course to higher studies, relevance of the content of the course to meet industry requirements, a meaningful effective analysis was made for the development of the Institution.

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1. 1 Demand Ratio during the year   0.90 : 1

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
B.Lit	**60**	**74**	
B.Com (A)	**60**	**102**	**55**
B.Com (SF)	**60**	**65**	**46**
B.Com (CS)	**-**	**-**	**56**
B.Sc (CS)	**50**	**58**	**-**
B.Com (CA)	**60**	**93**	**41**
B.Sc Maths	**50**	**32**	**53**
B.Com (PA)	**50**	**55**	**18**
MA – Tamil	**19**	**30**	**46**
M.Com	**36**	**20**	**17**
M.Sc (CS)	**40**	**07**	**16**
			07

2.2 Catering to Student Diversity

2.2.1. Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018-19	658	63	22	2	18

2.3 Teaching - Learning Process

2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of teachers on roll	Number of teachers using ICT *(LMS, e-Resources)*	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
42	39	YES	02	0	Web-site E-Book You-tube PPT etc.,

2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)

2.3.2 STUDENTS MENTORING SYSTEM:

Mentoring activities:

1. Each class is under the vision of one tutor.

2. College conducted induction programs for the first year students on the following topics:

    a. Mentor-mentee system creates a friendly environment in the college, where the students can approach the teachers for both educational and personal guidance.

    b. Introduction about the college

    c. Various activities to be carried out during the academic year

d. Facilities available in the college were explained

e. Internal & semester examination pattern are instructed

f. Career opportunities are listed out

g. Skill development workshops were conducted every year for employability enhancement of the students.

h. Placement cell conducts various guest lectures for better career opportunities for the students.

i. Students were encouraged to participate in various religious functions celebrated in the college.

j. Teachers render support to the students regarding finance, books and note books.

k. For personal issues timely counselling was given to the students.

l. Every day the class begins with taking attendance during the first 5 minutes and after the class they enter the list of absentees in the academic activity register through online. The absentee's information will be posted to the head of the department as well to the parents.

m. If a student is absent for more than 3 days continuously then the HOD will call the parent to ask the reason to advice to take care of the ward.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
721	42	1: 17.16

2.4 Teacher Profile and Quality

2.4.1 Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
45	40	5	4	12

2.4.2 Honours and recognitions received by teachers
(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
NIL	NIL	NIL	NIL

2.5 Evaluation Process and Reforms

2.5.1 Number of days from the date of semester-end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
B.Lit	21L			
B.Com	2AA	I, III, V	31-10-2018	11-01-2018
B.Com (CS)	2AF			
B.Sc (CS)	22K	II, IV, VI	11-04-2019	12-06-2019
B.Com (CA)	2AC			
B.Sc Maths	22A			
B.Com (PA)	2AK			
MA – Tamil	31A			
M.Com	3AA			
M.Sc (CS)	32K			

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

2.5.2. REFORMS INITIATED ON CONDITIONS INTERNAL EVALUATION SYSTEM AT THE INSTITUTIION LEVEL

As per the guidelines of Bharathiar University, the college appointed examination co-coordinator and examination cell for smooth conduct of the examinations and making policy decisions regarding organizing examinations, improving the system of examinations etc., The college adopted centralized continuous internal evaluation system to assess the students' performance in both the semesters.

In the college calendar itself the dates of internal tests were given for the better performance.

The internal tests question papers were prepared by the faculty members for their respective subjects. The HOD of the each department verifies the accuracy and quality of the question papers and handed over to the examination cell. The examination cell takes all the responsibilities regarding the smooth conduct of the internal tests in odd and even semesters. The examination cell also informs the students about the examination pattern, schedule and academic calendar with the examination dates for CIA.

The schedule is displayed in the college and department notice boards. The result analysis is done by the class tutors after the CIA test. The Principal conducts department wise review meetings to give necessary feedback for the betterment of the students. The tutor whenever necessary, asks the students to bring their parents to discuss about their academic performance and moral conduct. Remedial classes are being conducted for the slow learners.

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

2.5.3. ACADEMIC CALENDER PREPARED AND ADHERED FOR CONTACT OF EXAMINATIONS AND OTHER RELATED MATTERS

The academic calendar is prepared every year in advance and distributes it to all the students, and teaching and non teaching staff members. It is a very useful document, which contains the most important dates to guide the faculty members and the students. Our academic calendar provides important information about teaching, CIA examination dates, model exam dates and co-curricular activities. Before the commencement of every semester all departments prepare a detailed study plan. The academic calendar contains the yearly schedule of the college like; list of holidays, date of schedule of the CIA examination and model exam dates.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes
for all programs offered by the institution are stated and displayed in website of the institution
(to provide the web-link)

YES

2.6.2 Pass percentage of students – 88%

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
21L	B.Lit	40	36	90
2AA	B.Com (A)	31	29	94
2AA	B.Com(SF)	17	13	76
2AF	B.Com (CS)	24	19	79
22K	B.Sc (CS)	17	16	94
2AC	B.Com (CA)	18	17	78
22A	B.Sc Maths	12	10	83
31A	MA – Tamil	14	14	100
3AA	M.Com	15	11	73
32K	M.Sc (CS)	03	03	100

2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

NOT DONE

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	Nil	Nil	Nil	Nil
Minor Projects	Nil	Nil	Nil	Nil
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored Projects	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students Research Projects *(other than compulsory by the College)*	Nil	Nil	Nil	Nil
International Projects	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total	Nil	Nil	Nil	Nil

3.2 Innovation Ecosystem

3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights **(IPR)** and Industry-Academia Innovative practices during the year

Title of Workshop/Seminar	Name of the Dept.	Date(s)
Seminar on Programming Languages	Computer Science	13-08-2018

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
Nil	Nil	Nil	Nil	Nil

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Centre	Name	Sponsored by
Nil	Nil	Nil

Name of the Start-up	Nature of Start-up	Date of commencement
Nil	Nil	Nil

3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International
Nil	Nil	Nil

3.3.2 Ph. Ds awarded during the year *(applicable for PG College, Research Center)*

Name of the Department	No. of Ph.Ds Awarded
Tamil	1
Commerce	1

3.3.3 Research Publications in the Journals notified on UGC website during the year

	Department	No. of Publication	Average Impact Factor, if any
National	B.Com (A)	10	Nil
	B.Com (CA)	4	Nil
International	Nil	0	Nil

3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	No. of publication
Tamil	1
Commerce (SF)	1
Computer Science	4

3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
Nil	Nil	Nil	Nil	Nil	Nil	Nil

3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nil	Nil	Nil	Nil

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	Nil	Nil	Nil	2
Presented papers	Nil	Nil	Nil	Nil
Resource Persons	Nil	Nil	Nil	Nil

3.4 Extension Activities

3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated such activities	Number of students participated in such activities
Planting the Saplings	YRC - Unit	7	43
Flag March	YRC - Unit	12	23
Gathering items for Kerala Flood Relief	YRC ,NSS– Unit	3	72

Eye Camp	YRC Unit with Lotus Eye Hospital, Coimbatore	2	372
Eco awareness Rally	YRC Unit with Eco Club	10	180
World cancer awareness rally	YRC Unit	8	174
Zonal Level Orientation Training Programme.	YRC Unit with Bharathiar University	-	2
Mother tongue day Rally	YRC, NSS – Units	11	385
Harmful eye problem detecting camp	YRC – Unit with Vasan Eye Hospital Coimbatore	12	312
Crowd Regulation & Traffic Control	NSS – Unit 1 & 2	1	50
Seminar and Debate on Anti Corruption	NSS – Unit 1	2	70
NSS Day (Planting the saplings & Campus Cleaning)	NSS – Unit 1 & 2	2	100

Pledge on Unity Tamil language handwriting celebration	NSS Unit 1 & 2	42	600
Awareness on cleanliness	NSS Unit 1 & 2	4	100
Independence day celebration	NSS Unit 1 & 2	2	100
Awareness on Eye Donation and Eye Camp	NSS Unit 1 & 2	42	600
Pledge on Honesty	NSS Unit 1 & 2	2	525
Planting the Palm tree saplings	NSS Unit 1	40	500
Flood relief fund for "Kaja"	NSS Unit 1 & 2	2	100
Awareness on Eradication of Plastics	NSS Unit 1	5	50
Republic day celebration	NSS Unit 1 & 2	1	100
AIDS awareness Progm	NSS Unit 1 & 2	42	500
Planting the saplings in Bharathiar University	NSS Unit 1 & 2	2	75

Awareness on Observance of International Disaster Reduction Day	NSS Unit 1 & 2	2	75
Awareness on Antique Items	NSS Unit 1 & 2	4	75
Temple campus cleaning	NSS Unit 2	1	50

3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
Nil	Nil	Nil	Nil

3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers co-ordinated such activities	Number of students participated in such activities
Gender Issues	RRC	The International day against Drug abuse and Illicit Trafficking	3	300
Swachh Bharath	RRC with Perur Panchayat Board	Creating awareness among public about the harmful effects of using single use plastic items	4	412
AIDS Awareness	RRC with Coimbatore District AIDS prevention and controlling Unit	AIDS Awareness Seminar	5	120

AIDS Awareness	RRC Unit	AIDS awareness among girls students	3	220
AIDS Awareness	RRC Unit	World AIDS day Rally	3	210
Gender Issues	RRC Unit with Coimbatore Thulasi Pharmacy	Blood Sugar and BP Checking Camp	7	440

3.5 Collaborations

3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of Activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	Nil

3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	participant
Computer application	Tally	AXN Info-tech, Coimbatore	From 24-05-2019 to 07-06-2019	25

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
Nil	Nil	Nil	Nil

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
Rs.1880000	Rs.2080125

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	18350 Sq.Mt.	18350 Sq.Mt.
Class rooms	26	1
Laboratories	1	-
Seminar Halls	2	-
Classrooms with LCD facilities	2	-
Classrooms with Wi-Fi/ LAN	-	-
Seminar halls with ICT facilities	1	-
Video Centre	-	-
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	5 Computers
Value of the equipment purchased during the year (Rs. in Lakhs)	-	1.5 Lakhs (156350)
Others	-	-

4.2 Library as a Learning Resource

4.2.1 Library is automated (Integrated Library Management System -ILMS)

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
College Management System	Fully	-	2018

4.2.2 Library Services:

	Existing		Newly added		Total	
	No.	Value in Rs.	No.	Value in Rs.	No.	Value in Rs.
Text Books	30385	5745000	785	3850	31170	5748850
Reference Books	2240	1110000	112	7850	2352	1117850
e-Books	6300	16000	-	-	6300	16000
Journals	72	13350	-	-	72	13350
e-Journals	1000	8500	-	-	1000	8500
Digital Database	-	-	-	-	-	-
CD & Video	140	7630	132	11880	272	19510
Library automation						
Weeding (Hard & Soft)						
Others (specify)						

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	115	2	1	1	-	3	7	100	-
Added	5	-	1	-	-	-	-	10	-
Total	120	2	2	1	-	3	7	110	-

4.3.2 Bandwidth available of internet connection in the Institution (Leased line) : No

_____ MBPS /GBPS

4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nil

4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content
Nil	Nil	Nil	Nil

4.4 Maintenance of Campus Infrastructure

4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
Rs.1000000	Rs.962520	Rs.1000000	Rs.904960

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. *(maximum 500 words)*   (information to be available in institutional Website, provide link)

Regular cleaning and maintenance work carried out to provide effective learning environment to the students. The class rooms are provided with electricity generated with wind solar hybrid system by solar panels and the grievances being rectified by the professional person who is appointed by the management. All the devices are under the stabilizing control to manage the power fluctuation. The apparatus are being purchased by getting the quotations from various agencies for best price. The maintenance manager looks after the maintenance and other facilities. Class rooms are well

maintained and the house keeping staff cleans everything in a regular basis. Carpentry work and masonry work were undertaken on contract basis.

Library is spread over in 2970 sq.mt area and situated in the centre of the college campus. It is one of the oldest libraries on the South district. The library has airy and ventilated stack room and reading hall. This academic library has a huge collection of books about 31000 text books including reference books and 72 subscribed journals in addition to INFLIBNET along with 4 newspapers [Two nos. of each English and Tamil language]. The OPAC system is used to know the availability of the book and to find the book where it is kept. Separate reading hall provided near the stack area capacity of 60 students at a time. Totally 7 computers available in the reading hall with internet facility, students can utilize the e-library facility throughout the day. It is a well known fact that the palm leaves were mostly used in earlier days to transmit the knowledge from generation to generation. Hence, palm leaves are meant as a special feature and the best resource of the library with 408 palm leaves.

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	Shanthi Social Service	25	70000
	Punya Foundation	15	42000
	TSA Trust	85	50000
	Kamarajar - Endowment – Scholarship Scheme	04	11000
		129	1,73,000
Financial support from other sources			
a) National	Government Scholarship Scheme.	85	365799
b) International	NA	0	0

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Remedial class	July – October January – March	80	Staff member and research Scholars
Bridge course	27-06-2018	46	Faculty members
Yoga	18-06-2018	41	Manavalakalai Mandram
Meditation	All working days – during common prayer	721	Staff members
Personal counselling	Throughout the semester	721	Staff members and Principal
Mentoring	Throughout the semester	721	Staff members and Principal

5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2018	TNPSC Exam coaching Scheme.	13	13	Nil	Nil
	NET, SLET,SET exam coaching scheme	10	10	04	02

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
4	4	15

5.2 Student Progression

5.2.1 Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
Thyrocare	10	03	CTS	09	-
Amazon	06	02	Infosys IT	17	2
Ganapathy Silks	25	25	TCS	14	-
Chennai Silks	40	40	Infosys BPO	12	4
Chaithanya	50	10	Flipkart	10	10
			SNMV	04	01

5.2.2 Student progression to higher education in percentage during the year – 29%

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution Joined	Name of Programme admitted to
	16	B.Lit	Tamil	T.S.A. College	M.A
	5	B.Lit	Tamil	Govt. Arts College	M.A
2018 -19	4	B.Lit	Tamil	PSG Arts College	M.A
	7	B.com (Aided)	Commerce	T.S.A.College	M.com
	2	B.Com	Commerce	T.S.A.College	M.Com
	2	B.Com	Commerce	Narayana Guru	M.Com
	1	B.Com	Commerce	Bharathiar University	M.Com (F & CA)
	4	B.Com (CA)	Commerce	Rathinam College	M.Com (CA)
	3	B.Sc (CS)	Computer Science	Govt. Arts College	M.Sc., (CS)
	1	B.Sc (CS)	Computer Science	TSA College	M.Sc., (CS)
	3	B.Com (CS)	Commerce	Govt. Arts College Chennai	M.Com

5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	4	71001028 71001976 TN0204504492 TN0204504531
SET		
SLET		

GATE		
GMAT	-	-
CAT	-	-
GRE	-	-
TOFEL	-	-
Civil Services	-	-
State Government Services	-	-
Any Other	-	-

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Participants
At our campus		
Volley ball	Final	12
Kabaddi	Final	14
Cricket	Final	22
Running Race (200 Mts)	Final	04
Throw Ball	Final	18
Kho-Kho	Final	18
Shot-Put	Final	03
Inter collegiate		
Kabaddi	Up to Final	10
Volley ball	Participated	11
Cricket	Participated	13
Weight Lifting	Up to Final	03
Marathan (awareness prg)	Final	01
Marathan (at VOC)	Final	01
Green Marathan	Final	01
Running Race	Final	01
Hurdle Race	Final	01
Marathan (ECL)	Participated	01
Kabaddi (Erode)	Final	01
State Level		
	Participated	01
Power lifting (75Kg)	Participated	01
Power lifting (60Kg)		
Cultural Events		
Speech Competition	Institutional	15

Onam Celebration	Institutional		135
Saraswathi pooja	Institutional		658
Math Rangoli	Institutional		5
Poster Presentation	Institutional		2

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
Nil	Nil	Nil	Nil	Nil	Nil	Nil

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The students' council helps in maintaining academic discipline and rigor. It has special tasks during co-curricular, extra-curricular and sports events. It also helps in maintaining the library and coordinating the alumni meet, parents meet, prayer, festivals, competitions held in the college. We have student representatives in the preparation of department newsletter, college magazine committee and IQAC.

Student council of the college is an elected body and always joins hands with faculty members and college administration to ensure overall development of the college. Students' council was appreciated by NAAC peer team members in June 2016 for maintaining a disciplined atmosphere in the college. Students' council organizes different cultural programmes to observe important days such as Independence day, Republic day, Dhasara Functions etc., in the college campus to cultivate the sense of respect for our Indian culture and tradition. Every year students council organizes inter department competitions. The students' council members put forward their suggestions on the different issues related to the academic and administrative affairs of the college to the head of the Institution. Problems faced by the students are sometimes communicated to the college authority through students council.

5.4 Alumni Engagement

5.4.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words): Yes

Alumni association is active in the Institution. During the year the Institution has financial support from the alumni in the form of scholarship and sponsorship. Non financial support extended by the alumni are in the form of motivational speech, alumni mentoring, the career guidance, career assistance, character building, attitude formation, goal setting, personality development, development of soft skills, curriculum feedback and counselling. Besides, alumni were also engaged in Dhasera function, Annual day celebration, Annual women conference, Guest lecture, National Social Service Camp, Placement, and Youth Red cross Club, Red Ribbon Club and Cultural events.

5.4.2 No. of enrolled Alumni: **164**

5.4.3 Alumni contribution during the year (in Rupees) **:   Rs. 55400   (50000+5400)**

5.4.4 Meetings/activities organized by Alumni Association **:**
    * Alumni meeting was organized by Alumni on 17th February 2019.
    * Extended financial support to strengthen infrastructure and scholarship for students.

CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Decentralization

The Institution has a mechanism of providing operational autonomy to various functionaries in order to ensure decentralized governance system.

1. Principal level:

Principal of the college is the member secretary of the governing body and chairperson of the IQAC. The principal in consultation with staff council appoints different committees for planning and implementation of different academic, student administration and related policies. All academic and operational policies are based on the unanimous decision of the governing body, the IQAC and staff council.

2. Faculty level.

Faculty members are given representation in various committees functioning in the college nominated by the staff council in the governing body and in the IQAC. Every year the composition of different committees changed in order to have uniform exposure of duties for academic and professional development of faculty members. The following are the different committees which have been nominated by the staff council (2018-19).

- Admission committee

- Anti-ragging committee

- Website committee

- Counselling committee

- Career guidance and placement unit

3. Student level

Student secretary of the student union is the member of governing body. Students are encouraged to play an important role in different activities. Functions of different secretaries of students union further leads to decentralization.

1. Cultural secretary

2. N.S.S secretary

3. Library secretary

4. Games secretary

4 Non-teaching staff level :

Non-teaching staff are represented in the governing body and the IQAC. Suggestions of non-teaching staff are also taken into account while framing policies and taking important decision.

Participative management :

The institution practices participative management at strategic level, functional level and operational level.

Strategic level :

The Principal, governing body, staff council and the IQAC are involved in framing the policies, procedures, guidelines, rules and regulations pertaining to students admission, examination, disciplines, grievance, support services, finance etc.,

Functional level:

Faculty members of the respective departments share knowledge among themselves, students and with staff of other departments while working for a committee. The faculty members along with the research scholars are also involved in joint research and have published papers.

Operational level :

The Principal interacts with joint director of collegiate education office and external agencies. Faculty members maintain interactions with concerned department of affiliating universities. Students and non teaching staff co-operates with Principal and faculty for the execution of different academic administration, extension related activities, co and extracurricular activities.

6.1.2 Does the institution have a Management Information System (MIS)?
 Yes/No/Partial:

YES

6.2 Strategy Development and Deployment

6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each)**:**

Curriculum Development

All the departments follow the curriculum designed by the Bharathiar University. The faculty members of commerce are serving as University Commerce Board of studies as Chairman and Member. Each faculty member of the department is encouraged to send his/her suggestion to

the BOS to make relevant modifications in the syllabus. The new changes are immediately followed and necessary steps are taken to incorporate in the relevant syllabus. Immediately after the implementation of GST by the Government, the syllabus for the paper "Indirect Taxes" was framed by our faculty members and recommended and implemented by the BOS. For this subject, the "text book" was written by the faculty member. A curriculum review committee is formed in our department and the committee discussed about the curriculum. Each faculty members gives his/her suggestion for the improvement of the syllabus.

They also give justification for the charges to be carried out. The committee scrutinizes the suggestions and accurate decisions are taken. Based on the suggestions letters are sent to the BOS. As a result of this, few changes have been brought in the curriculum.

Teaching and Learning

Subjects are allotted to faculty members based on their competency mapping. Their experience and subject expertise are taken into account. The lesson plans and its implementation are done through academic software. The well ventilated, spacious class rooms are available for all programs.

Creative and conducive environment for teaching and learning process is ensured. Efficient faculty members are selected by the interview panel. The selection of staff members is as per the guidelines of UGC. 30 percent of teaching staff are Ph.D holders.

Two seminar halls, digital library, reading hours in the library make the learning process very interesting and effective. Guest faculty members were invited frequently to update the knowledge of the stake holders and also in the project preparation.

Lesson planning is done in order to plan the syllabus. And as per the plan all the faculty members execute the syllabus. If there is any need, additional class is also engaged.

Wide internet access facility inculcates the online learning management resources.

E-book, E-journal facility available for carrying out project works.

Examination and Evaluation

As per the norms of the Bharathiar University the examination committee is formed at college level to conduct internal as well as university examination smoothly in a centralized manner.

Weekly and monthly tests were conducted to face the university examinations without any fear and stress. Model semester question papers were given and discussed with the students in order to make the students to face the examinations well.

In each semester two CIA tests (Continuous Internal Assessment) and a model examination were conducted before the university examination. These tests were conducted transparently and also in the university examination pattern. Assignments were also given to the students in order to assess their subject skills.

Internal marks were awarded based on the examination and assignment in order to avoid subjectivity bias. Result analysis of CIA test and model exam are prepared and discussed with the principal. Proper counselling was given to the students in exam point of view. Remedial classes were arranged for the failure and slow learning students. After the declaration of university results, the failure students who were deserved to pass were advised to apply for re-totalling, revaluation and supplementary exams.

Research and Development

Motivate faculty members for research publications in UGC approved journals with high impact factor. Encourages them to present papers in International/National/State Level Seminars, workshops and motivate them to act as resource persons. In order to inspire the researchers the research publications of staff members were exhibited in the library. Our management motivates the faculty members and the students to organize various seminars & workshops at Institutional/State/National/International levels and encourages the faculties to act as M.Phil/Ph.D supervisors.

Library, ICT and Physical Infra structure/Instrumentation

Library is fully automated; it contains very rare collection of books, audio cassettes, DVDs and Palmleaves. The automation is very useful in our daily activities like acquisition, cataloguing, circulation and reference books to better serve for staff and patrons. Totally seven computers are available in the library with internet facility for the students. Barcode printer is used to provide the barcode number to all the library books. Two scanners available to digitize the rare collection of books and these e-books are allowed to the stakeholders take it as their own copies according to their

requirements.

Adequate number of hardware and software were purchased for the laboratory, office, library and the departments and the same are maintained with annual maintenance contract.

During the year additions were made to the existing furniture. Old furniture in the class room, office, departments and library were properly maintained. In some classes black boards were changed. Class rooms and staff rooms were white washed. Electrical equipments and transport vehicles were maintained.

Human Resource Management

As HODs are entrusted with administrative work, their work load is 14 hours. The rest of the faculty members are with 18 hours work load and engaged in club activities, extension activities, co-curricular activities, extra-curricular activities etc.,

In order to motivate the employees many activities are conducted on at regular interval, which includes faculty development programs, weekly staff meetings etc.,

Soon after the recruitment of staff, appointment orders are issued. The two years of service considered probationary period. The biometric attendance system is followed for the students and the staff. Leave facilities are given to staff as per the norms of the Government.

Administrative and finance meetings are conducted through the Administrative officer. The staff welfare schemes include canteen facilities, facilities, festival gift and wedding gift etc.

Industry Interaction/Collaboration

Computer application – A "15 days Tally program" was conducted from 24-05-2019 to 07-06-2019 in collaboration with "AXN Info-tech", Coimbatore. 25 students pursuing different programs participated and benefited out of this program.

Admission of Students

- The institution follows the standardized admission procedure as per the Government of Tamil Nadu and Bharathiar University.

- The eligibility of admission is based on marks secured in higher secondary examination.

- As a rural institution, the college focuses on imparting quality education to the rural students those who are below poverty line at affordable cost.

- The fees structure is very lower than most of the other colleges in the city, at the same time the quality is maintained at par with the best in the educational scenario.

- The candidates who are admitted to various departments will undergo one induction program.

6.2.2 : Implementation of e-governance in areas of operations:

❖   Planning and Development

College has proposed to do the automation of college activities. This includes students data base, students attendance, lession plan and faculty data base system etc., Implemented SMS system for dissemination of information including regular notice to all stakeholders.

Implementation of CMS mobile app.

❖   Administration

All the staff members of the college prepared their SAR (self appraisal report) through their HRMS log in and forwarded to the Principal. The Principal has forwarded the same to the Joint Director of collegiate education. Notices and circulars are uploaded in the college website and communicated to different departments through e-mail from the office of the Principal. Notice display system for students and other stakeholders submission of retirement related documents through e-pension portal.

❖   Finance and Accounts

Salary of the government staff (Teaching and non-teaching) are transferred directly to the bank account. Salary bills are submitted to the treasury through e-payroll system. Salary of management staff are paid by management through bank account. The management guides the finance and accounts section to carry out its activities properly. The performance of this section is checked and verified periodically.

❖   Student Admission and Support

For constant support and assistance to the student community, online tools are used to keep in touch and inform them about various notices from time to time. Besides online message on short message services are also used to inform and notify the students about different academic and official activities. The teaching faculty also has to create whatsapp group to send the updates and news related to academic and official documents.

Guidance and counselling for students and parents regarding the courses available and the relevant details. Maintaining student database.

❖ Examination

The college conducts semester wise examination smoothly as per the University norms. The seating arrangement for the students is provided neatly to avoid the clash and confusion on the examination days. Notice related to exam is also stuck in the notice as well displayed in the entrance of the exam hall on priority basis. Thus the chief examination officer and examination committee in the college ensure transparency and adherence in rules and regulations based on the University norms. Internal marks secured by the students are sent to the University through online.

6.3 Faculty Empowerment Strategies

6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018-19	Nil	Nil	Nil	Nil

6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
	Nil	**Nil**	**Nil**	**Nil**	**Nil**

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
Financial Literacy cum Investor awareness program	5	25-10-2018 (one day)

6.3.4 Faculty and Staff recruitment (no. of permanent/fulltime recruitment):

Teaching		Non-teaching		
Permanent	Fulltime	Permanent	Fulltime/temporary	
10	32	02	06	0

6.3.5 Welfare schemes for	
Teaching -	Association/Medical Aid/Insurance Scheme/PF/CPS
Non teaching	Association/Medical Aid/ PF/CPS /Insurance Scheme
Students	Students Scholarship schemes

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

   Institution maintains finance and accounts systematically. Management conducts periodical review of the financial position of the institution. Institution takes initiative to conduct internal and external audit regularly. Internal audit is carried out annually by the auditor. External audit is conducted after the accounting period by the joint director of collegiate education office. Audited statement of accounts are discussed in the college development committee meeting and also submitted to the governing council. If there is any queries and suggestion, that are resolved satisfactorily.

6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year (not covered in Criterion III)

Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose
From Management	Rs.29,85,112	For developing infrastructure, maintaining physical facilities and academic support facilities.

6.4.3. Total corpus fund generated : Rs.18,35,400

6.5 Internal Quality Assurance System

6.5.1 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Joint Director of Collegiate Education	----	---
Administrative	Yes	Joint Director of Collegiate Education	Yes	Shanmugavadivel & Co., Chartered Accountants. F.No. 0122275 M.Alagirisamy & Co., Chartered Accountants. A.Arjunaraj & Co., Chartered Accountants

6.5.2 Activities and support from the Parent – Teacher Association (at least three)

1. Parent teachers meeting is organized twice in a year to obtain a feedback about the Institution and the student's education improvement.

2. Based on the discussion in PTA meeting job oriented courses were introduced.

3. Transportation facility for students was started during the year.

6.5.3 Development programmes for support staff (at least three):

1. Office routine Training programs, Workshop on soft skill development

2. Technical/ICT Training programs

3. Health based Yoga programs

6.5.4 Post Accreditation initiative(s) (mention at least three)

1. Office Automation, Student academic activities automation, Library automation.

2. ICT in teaching and learning.

3. Student and staff skill development programme.

4. Introduction of new course.

6.5.5

a. Submission of Data for AISHE portal   : No

b. Participation in NIRF   : Yes

c. ISO Certification   : No

d. NBA or any other quality audit   : No

6.5.6 Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration	Number of participants
2018-19	FDP on Automation (CMS)	14-06-2019	One day	37

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES			
7.1 - Institutional Values and Social Responsibilities			
7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)			
Title of the programme	Period (from-to)	Participants	
		Female	Male

	04-02-2019	114	60
World cancer awareness rally			
Pledge on National Unity	29-10-2018	324	276
International day against Drug Abuse and	26-06-2018	188	112
- Illicit trafficking			
AIDS awareness seminar	08-01-2019	63	57

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:
Percentage of power requirement of the College met by the renewable energy sources

Wind mill and Solar panels

- The Buildings are fitted with glass windows for maximum utilization of natural light.
- Lights and fans are switched off when not required
- Air condition is used at only in Principal's office
- Energy efficient compact fluorescent tubes and ceiling fans of higher star rating are used in the campus to ensure the energy conservation.
- Combined class has been done to reduce peak hours load
- Energy saving awareness program was conducted among the staff and students
- The UPS batteries were maintained in good condition which reduces charging current of batteries

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	No	0
Provision for lift	No	0
Ramp/ Rails	Yes	2
Braille Software/facilities	No	0
Rest Rooms	No	0
Scribes for examination	Yes	2
Special skill development for differently abled students	No	0
Any other similar facility		

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff

| 2018-19 | Eco - Club 2 | 2 | 30-11-2018 (one day) | Awareness Program on Prohibition of Plastics | Evils of usage of plastic items. | Students – 300 Staff – 15 |
| | | | 04-01-2019 (one day) | Awareness rally on Prohibition un recycled plastic items | Evils of usage of single use plastic items. | Students – Staff – 23 |

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
Student Calendar with Code of conduct	Yearly	The mission of the institution is to develop the young as responsible citizen by inculcating the human values with scientific insight. For achieving this various efforts are being made. The code of conduct for students is made available in the prospectus every year and also in the college diary. Implementation and monitoring of the code of conduct regulations in the campus

7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-------to-------)	Number of participants
1. Common Prayer	Daily	721
2. Observance of Independence Day	15-08-2018	721
3. Celebration of Dhasara	From 08-10-2018 to 17-10-2018	721
4. Celebration of Pongal	12-01-2019	721
5. Observance of Republic Day	26-01-2019	721

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Periodical campus cleaning
2. Plastic free environment
3. Planting the saplings
4. Rain water harvesting
5. Implementation of paper less communication system

7.2 Best Practices

Describe at least two institutional best practices –

1. Inculcation of spirituality among students.

Objectives

- To make the students familiarize with ritual rites.
- To promote peace and communal harmony
- To promote sound body and mind through meditation.

Context

   Owing to advancement in science and technology, human beings enjoy sophisticated life on one side. But at the same time, it has its own adverse effects in the form of communal disharmony, restlessness and selfishness among humanity on other side.   In this context, we are inculcating spirituality among students with the said objectives.

Evidence of success

1. The students are familiar with performing ritual rites in temples, churches and in yajna ceremony.
2. Girl students are encouraged and given priority to perform yajna ceremony and other ritual rites themselves. As a result there is an increase in awareness among the girl students towards ritual rites.
3. Some of our old students have got appointments in temples and churches as priests, choirs and clerks.

2. Inculcation of saving habit among school children.

Objectives

- To prevent school children from lavish spending.
- To reduce the dependency level of students on their parents for the education expenses.
- To help downtrodden friend's studies.
- To manage unforeseen expenses.

Context

There is a growing drunken habit among people, particularly among male members of the society in rural areas. This leads to poor savings of rural people. As a result, most of the parents in rural areas are not able to manage the educational expenditure of their wards. In this context, we want to nurture saving habit among the school children with the said objectives.

Evidence of success

1. The school children were provided with "Hundi" for saving purpose.

2. Some of them saved considerable amount.

7.3 Institutional Distinctiveness

Respect to the "Uniqueness"

Our institution trying to inculcate the value of togetherness among all members of the institution by giving space to each and every stakeholder to participate, explore, enhance and attain their potential, ultimately making the society more equitable place.

In tune with the vision of our Institution, every member working in this Institution is participating in the following activities:-

1. Active counselling cell for the all stakeholders

2.   Mentor for all the students

3. Special efforts taken by the faculty members to make the class room more vibrant by promoting and encouraging the students to have consultation with faculty members.

    - Adequate support is extended to the differently-able students through informal group.

    - Remedial classes

    - Value education

    - Skill development programs for students

    - Strong alumni association

    - Hand holding by the faculty members

    - Feedback system allows the students to freely express their individual views about syllabus, teaching techniques, class room environment to improve the learning experience.

    - Encouraging students to acquire proficiency in Tamil language.

    - All the girls' students are insisted to wear saree on two days (Monday and Friday) in a week, to promote our Tamil culture.

    - Promoting the vegetarianism among the students, staff and the general public.

    - Uplifting the socio economic condition of rural people.

    There are unending efforts by the management, staff members to promote inclusiveness not only among the students but also the stakeholders of this institution.

8. Future Plans of action for next academic year (500 words)

1. Developing e-content (Programme wise and course wise)

2. Introducing new UG programmes - B.Com-A&F, B.C.A and B.A – English.

3. Signing MOUs (Industrial visits, Students Internship)

4. Adding additional sections to existing programmes namely; B.Com (CA) and B.Com (PA)

5. Improving the infrastructure (Library, Lab, Class rooms. etc.,).

6. Purchasing additional buses for transportation of the students and staff.

7. Purchasing additional computers.

8. Introducing Swayam / MOOC course for the students as an add/extra course.

9. Renovating the class rooms, library and staff rooms.

Name _____   *Name _____*

_____   _____

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

Abbreviations:

CAS	-	Career Advancement Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution

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For Communication with NAAC

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