



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution	THIRUVALLUVAR COLLEGE
Name of the head of the Institution	Dr .C.Azhakappan
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04634220327
Mobile no.	9443970063
Registered Email	tv1.valluvar@gmail.com
Alternate Email	caprltvc@gmail.com
Address	Pothigaiyadi Papanasam Vickramasingapuram - 627 425 Tirunelveli District Tamilnadu
City/Town	TIRUNELVELI
State/UT	Tamil Nadu
Pincode	627425

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Dr.S.Sundaram			
Phone no/Alternate Phone no.		04634220327			
Mobile no.		9443058162			
Registered Email		tv1.valluvar@gmail.com			
Alternate Email		sundaramtly2013@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://www.thiruvalluvarcollege.com/			
4. Whether Academic Calendar prepared during the year		No			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	B++	2.79	2017	17-Jan-2017	23-Jan-2022
6. Date of Establishment of IQAC			01-Jan-2005		
7. Internal Quality Assurance System					
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	
No Data Entered/Not Applicable!!!					
No Files Uploaded !!!					
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
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	No
Upload latest notification of formation of IQAC	No Files Uploaded !!!
10. Number of IQAC meetings held during the year :	5
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	No
Upload the minutes of meeting and action taken report	No Files Uploaded !!!
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)
1.Quality related workshop, seminars and conferences were organized 2. The Proposal of the previous month to be implemented in the current month 3.IQAC prepared the progress report of the students for each internal test and it was sent to the parents through post 4. Periodical feedback was obtained from the students 5. IQAC conducted soft skill programme to the non teaching staff.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year
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Plan of Action	Achivements/Outcomes
Planned to Conduct special coaching Classes for slow learners	Department wise results were analyzed. From this slow learners were found out separate time table for the slow learners after the regular time was prepared coaching classes for different classes were conducted
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14. Whether AQAR was placed before statutory body ?	No
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15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	22-Nov-2017
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)	Fully Computerized office and accounts Store and Material requisition Students Personal details, progress report, Attendance entry Staff attendance and Leave approval Library and Information Science College data is maintained and preserved by the IQAC and the office of the Principal

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

Our College under the affiliation of Manonmaniam Sundaranar University follows the syllabus framed by the university. The syllabus copy which is available in the university website is circulated to all the colleges functioning under the university and are examined semester wise. Though our college cant frame syllabus like that of an autonomous institution, the teachers serving in our institution also occupy various designation in the University board studies team. The well framed syllabus is queried by the members of college advisory committee and thereby the implementation of curriculum becomes effect. The head of each department functions as the prominent figure in convening over the faculties to take necessary steps in teaching the syllabus. Teachers are also encouraged to prepare individual essays and various other teaching aids like power point presentation, Interactive session etc., The teachers not only adopt traditional teaching method but also motivate the students to participate in academic events like, seminars, workshops, and there by coach them to secure University Ranks. The College also provides referential books apart from the prescribed text books. The placement cell of our college maintain the professional relationship with the representative from various companies and annually prepare students for the campus interview. Our teachers also attend many faculty development programme, skill development programme and National & International Seminars and show the students various exposure from the outside world.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of	Duration	Focus on employ	Skill
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	Introduction		ability/entrepreneurship	Development
Computer on Office automation	16/06/2017	90	Tamil Nadu Government	Technical Course

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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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	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

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
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MCom	Project Work	30
MA	Project Work	18
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
Our College keeps a keen record of collecting feedback from students, teachers, alumni, parents annually. The feedback obtained from the students for subject wise help us to sketch a graph on students learning process. The Principal

shows his interest in observing the consolidated feed back obtained from the students and the staff. The academic peer group in the college, with their valuable feedback have contributed to the welfare of this institution in perspective of how to organize Seminar internationally and invite people from various corners of the globe. The Alumni Association in the college also takes responsibility in collecting annual feed backs to improve the infrastructural facilities. Parents have also given their valuable suggestions through feedback in the Parents Teachers meet. The Principal takes effective measures in the implementation of suggestions given through feedback.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
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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 fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
No Data Entered/Not Applicable !!!					

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
66	56	150	15	1	2
No file uploaded.					
No file uploaded.					

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

The total number of Teaching faculty in our college is sixty five. In order to maintain the mentoring system for 1500 students each 4 students are grouped to form 310 groups and each faculty looks after a maximum of six groups. The head of the department will be the in-charge of the faculties of each department and the Principal takes the whole responsibility of the mentoring system. The duties of the group is campus maintaining, monitoring the attendance of the students, take care of students issues, conducting social as well as extension activities. In Campus maintenance every week four to six groups actively participate in cleaning process. In monitoring attendance the leaders of the group everyday monitor both presence as well as absence of the students. They motivate about the importance of attendance. This helped to secure the required attendance percentage given by the university. Regarding the academic performance after the publication of University Results each group leaders analyze the performance of the students and take it to the knowledge of the concerned teacher. As a result of the continuous effort, the academic performance of the students increased. The maintaining system also motivate and encourage students to participate in various competitive examination. The system also motivates the students to join national level organizations namely NCC, NSS, etc. Apart from this the system encourages the students to participate in National and State Level seminars as well as sports

competition.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1523	66	23:1

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
No Data Entered/Not Applicable !!!				

2.4.2 – Honours and recognition 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
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- 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
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Our college conducts three internal examinations for every semester. One of the senior most faculty is selected as the Internal coordinator. The coordinator collects the question papers through the Head of the Departments and the process is kept confidential. The Principal becomes the chief in preceding over the process like seating arrangements and exam schedules. Centralized valuation is done. Then the internal marks of each students is informed to their parents through progress report. Weak students are shortlisted and a special Parents teachers meeting is arranged. Concerned students academic as well as their performance in class are reported. Then special coaching classes are arranged for the weak students. The progress of the student is monitored by the faculties. Preliminary exam is conducted before every second and third internal to observe the students performance. Special guidance are also provided for the students facing learning disability.

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

The meeting was arranged by the Principal after the discussion with the management and other committee members. Various department heads are invited for the meeting. After discussion date for the commencement of the three internal exams are fixed. Particular date is fixed for the process of submission of internal mark statements after evolution. After consulting with the faculties the head of the department finalizes the convenient date for departmental

association meeting, seminars, conferences, workshops, symposiums etc. Dates for further departmental meetings were also allotted. Apart from academic activities, various other function and celebrations like College day function, sports day function, Graduation ceremony, Alumni meeting, social welfare and awareness programs were also planned. with reference to the guideline of Manonmaniam Sundaranar University, government as well as religious holidays were also listed. Alternative working days were fixed for local holidays. After allotment of the academic calendar it is cross checked with the ninety working days each semester.

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 weblink)

<http://www.thiruvalluvarcollege.com/Academics-Aided.html>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
View File					

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)

<http://www.thiruvalluvarcollege.com/Rank-Holders-2016.html>

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 year
No Data Entered/Not Applicable !!!				
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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
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
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No Data Entered/Not Applicable !!!

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
Commerce	6

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Commerce	15	2.1
National	Tamil	35	1.8
National	Mathematics	10	2.2
National	Chemistry	4	2.5
National	Physics	4	3.5
National	English	2	1.5
National	History	5	1.6
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Commerce	56
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	10	12	35	62
No file uploaded.				

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 participated in such activities	Number of students participated in such activities
Blood Donation Camp	Government Hospital Ambasamudram	3	33
AIDS Awareness	Vickramasingapuram Primary Health Centre	2	80
Dengue Awareness Programme	Government Sidha Medical College Palayamkottai	15	1520
Road Safety Camp	Police Station Vickramasingapuram	5	150
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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	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

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 participated in such activities	Number of students participated in such activities
Swachh Bharatharat	University NSS Cell	Village Cleaning, Campus Cleaning	5	50
AIDS Awareness	Government Primary Health Centre	To Create Awareness among the students	4	85
Plastic Eradication	ENORA	To create awareness about the harmfulness in using plastic	5	120
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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
Scholarly Writing Articles	120	Tamil Nadu Government Council of Higher Education	2
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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	Duration To	Participant
Project Work	Job Training	Madura Coats Pvt Ltd	01/02/2018	07/02/2018	25
No file uploaded.					

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/Activities	Number of students/teachers participated under MoUs
REDDINGTON	27/04/2018	Soft Skill Training, Competitive Exam Coaching, Personality Development, etc	140
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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
2.5	210000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing
Laboratories	Existing
Classrooms with LCD facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
No file uploaded.	

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
No Data Entered/Not Applicable !!!			

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	19635	2375112	600	300000	20235	2675112
Reference Books	5012	725000	230	57000	5242	782000
Journals	16	12300	1	500	17	12800
Digital Database	4	40000	0	0	4	40000
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4.2.3 – 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
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	135	2	2	2	2	1	8	1	0
Added	10	0	0	0	0	0	0	0	0
Total	145	2	2	2	2	1	8	1	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 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
No Data Entered/Not Applicable !!!	

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
100000	85000	100000	85000

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)

The Department of Library Thiruvalluvar College occupies an Unique place in the Academic and Research activity in the College. In spite of its upgrading of volumes of book collections magazines, articles, thesis Library offers various placement cell activities, Industrial visits students, organizes seminars, workshop, conferences, and various assistance. The students as well as staff of various other department given unique ID numbers and are assisted with the new arrivals in the The laboratory which provides scientific or technical research experiment highly equipped with modern technical tools. The students are of individual racks to keep their own apparatus and thereby improve innovative skills. The Computer Lab is completely air conditioned upgraded with online ups facility which can backup for continuous power supply. Further each computers are arranged with individual accessed with internet connection.

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
No Data Entered/Not Applicable !!!			
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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 implemetation	Number of students enrolled	Agencies involved
Bridge Course	21/06/2017	500	Redington Foundation
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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 for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2017	TN Police Selection	60	25	25	24
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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	Number of grievances redressed	Avg. 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
General Insurance	105	50	Infosys	20	5
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2017	3	History	History	Manonmaniam Sundaranar University	M.A
2017	4	Tamil	Tamil	M.D.T Hindu College	M.A
2017	15	Mathematics	Mathematics	Thiruvalluvar College	M.Sc
2017	10	English	English	Thiruvalluvar College	M.A
2017	15	Commerce	Commerce	Thiruvalluvar College	M.Com
2017	3	Chemistry	Chemistry	Manonmaniam Sundaranar University	M.Sc
2017	5	Computer Science	Computer Science	Sri Paramakalyani College	M.Sc
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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	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Ballbatmiton	University Level	150
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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	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No file uploaded.						

No Data Entered/Not Applicable !!!

No file uploaded.

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

The Students council with its elected group of students provided assistance in the affairs of the college. The College also encourage students by promoting their leadership and relations with other students and staff. In the election process, the first representatives from every from every department are chosen by the students, Among them five selected as chairman, Vice Chairman, Secretary, Joint Secretary and executive members. This work is to arrange bus, train passes for the to ensure that there is no -ragging inside the campus, serving as An Squad and also free from sexual harassment, bring students problem knowledge of the principal. Women cell function through its association student council. The girl students can report their problem immediately women cell and it coordinator is generally a senior most lady staff members of the student council also conduct various seminars, awareness programme for the welfare of the student. They arrange monthly meet the Principal and maintain a healthy relationship serving as a useful the Institution.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

We had registered Alumni Association in our College. The forum consisting of thirteen members. The total number of Old Boys and Girls in the association more than 400. Office bearers of Alumni are selected from the general meeting. The total number of Office bearers is thirteen. From this this president, Secretary, Vice - President, Joint Secretary, Treasurer are selected. Principal of the College acts as the Adviser. A joint account in the names of Treasurer and Principal was previously opened in Canara Bank Vickramasingapuram, The Donation and the Subscription Collected from Alumni are deposited in the savings bank account. Periodically Alumni Executive meeting is convened by the secretary. The future course of will be discussed in every meeting. Usually alumni association conducted programme ,cultural competition, Traditional Food Prepositional motivate the rank holders by giving cash awards etc., for this purpose alumina of our College donate lump sum amount from the interest the said programmes were conducted.

5.4.2 – No. of enrolled Alumni:

310

5.4.3 – Alumni contribution during the year (in Rupees) :

45000

5.4.4 – Meetings/activities organized by Alumni Association :

3/4

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)

The Institution has a mechanism of Providing operational direction to various functionaries in order to ensure a decentralized governance system. College Level : College Staff council is purely divisor body. The principals the

president of the Council formation of different statutory sub- committees comprising representatives from all stake holders of the College for Co- coordinating important administrative activities of the College. Faculty level Faculty members are given representation in various committees cells nominated by the Teachers council, in the Governing body, in the IQAC and other committees. Every year, the Composition of different Committees are changed to ensure a Uniform exposure of duties for academic and professional development of faculty members. Some of the different sub-committees in this Institution are

6.1.2 – Does the institution have a Management Information System (MIS)?

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):

Strategy Type	Details
Curriculum Development	Many of the faculty members are member of Board of Studies of Manonmaniam Sundaranar Univrsity contibuting to curriculam revision and design. College organises seminars, Conferences for curriculam development and also participate in such seminars conducted by other college, Inclusion of field work, industrial visit and educational excursion in both UG PG levels.
Teaching and Learning	Wide access to internet facility to inculcate online Learning management resources e-book, e-Journal Facility for carrying out project works. Learning through Field work Industrial Visit Guest Lectures organised by various Departments Enrichment of College Library Departmental Libraries Enhancement of Learning skills of the Students through participation in different seminars.
Examination and Evaluation	Semester examinations are conducted by the Manonmaniam Sundaranar University College conducts internal assessment of Students according to the University guidelines. Class tests, students seminars, interactive sessions, practical examinations are conducted by the department to evaluate students.
Research and Development	Motivate Faculty members for research Publications in peer reviewed journals with high impact factor. Encourages them to present papers in International / National/ State Level Seminars, Workshops and to act as resource persons. Motivate faculty members and the Students to organize various seminars Workshop at Institutional or State Level. Encouraging Faculties to

	act as M.Phil/Ph.D., Supervisors.
Library, ICT and Physical Infrastructure / Instrumentation	Internet Connection in the Library to access the e-resources. Computers have been allotted to different departments from the college fund. Inlibnet accounts have generated all UG PG Students. The physical infrastructure has also received sincere attention from the college authority. Upgradation of Laboratories, Purchase of Computers, Printers etc.,
Human Resource Management	Motivating and facilitating the faculty members to participate in refresher Orientation course. Arrangement of Computer training programmes related to Tally and MSoffice and data analysis tools for teaching staff through Redington. Maintenance of Grievance Redressal Cell, Anit-Ragging Committee and students Disciplinary committee etc. Periodical Medical camp inside the college campus for facilitating health checkup of teaching non teaching staff.
Industry Interaction / Collaboration	Industry interaction is integrated for all courses in framing out curriculam development Industry representative in Board of Study sponsored projects, research, skill orientation programmes of the students by the Industry experts. Eminent members from Industries act as visiting Faculties, experts to address in seminars.
Admission of Students	The Admission process is completed by counselling and students had to be physically present during the counselling. After declaration of results of 2 examinations by different boards and the first merit list was prepared. Students have been admitted on the basis of Merit Strict observance of Government rules fro Reserve Categories.

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

E-governace area	Details
Planning and Development	College has proposed complete office automation in the DPR of Government proposed. office automation will include students database, faculty, non teaching staff database, feed back system etc. Library has been automated with Rovon Lms.
Administration	Notice display system for students and other stakeholders. Each and every IQAC notice is circulated by the co-

	ordinator through e-mail. Submission of retirement related documents through e-pension portals. The College is equipped with CCTV cameras at very place of need
Finance and Accounts	Fully Computerized office and accounts section Maintenance of the College Accounts through Software. Salary of Faculty members and staff is transferred directly to the bank a/c. Salary Bills are submitted to the treasury through webpayroll
Student Admission and Support	Follow the norms of admission has instructed by the Director of Collegiate Education, State Government and University Admission is purely on merit No tuition fees for Aided courses SC Students in Self- supporting courses
Examination	University Online Portal is used for entering Internal Assessment marks in every Internal examination. Faculty members of this college follow fully online system and perform Internal entry marks in Exam pro

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
No Data Entered/Not Applicable !!!				
No file uploaded.				

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	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	YOGA, Stress Management	For Successfully Conducting the University Examination	04/07/2017	07/12/2018	35	12
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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	From Date	To date	Duration
National Service Scheme	1	04/08/2018	10/08/2018	7
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Provident Fund, Health Insurance Scheme, Loan Facility, Earned Leave, Festival Advance and GIS, Teachers Society	Provident Fund, Health Insurance Scheme, Loan Facility, Earned Leave, Festival Advance and GIS, Teachers Society	Government Scholarships, Financial Assistance through endowment, Value based books for prize winners, Encouraging Students in intra mural and intercollegiate competitions, Training for students to enhance to their employability through career Guidance forum, Arrange Bus pass and Train pass to the Students, Students co-operative store

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The Institution is a Government aided Institution. Financial Audit is conducted by Accountants General and the frequency of audit is every year.
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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/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

0

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	Management	Yes	Management

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

Aim of this association is to foster and promote good relationship among the members of the teaching staff, Students and parents of the students. The principal and the other members of teaching staff shall be members of the association The parents of all the students on rolls of the College during a year shall be eligible to the members of the Association. Department organize parents meetings for the students after publishing University examination results Feedback from this association is considered for the overall development.

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

Staff development programs are structured and appropriately supported to sustain them as ongoing efforts related to Institutional goal for the improvement of teaching and Learning Faculty skill development programmes are conducted by Redington smart Classes Motivating them to take higher studies.

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

1. Upgrading the admission process computerized 2. To improve the quality of Canteen 3. Strengthening Alumni and Parents Teachers Association

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
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 IQAC	Duration From	Duration To	Number of participants
2017	Tamil Ilakiy angalil Penniam	27/10/2017	27/10/2017	27/10/2017	75
No file uploaded.					

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	Period To	Number of Participants	
			Female	Male
Womens Day	08/03/2018	08/03/2018	135	50

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
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Ramp/Rails	Yes	5
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7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Eco Club of the College organized various activities relates awareness about environment fosters and promote sustainable development and encourages conservation of all resources. Conscious efforts are made by the gardening to use new plant varieties requiring less water to further this initiative. College Construction allows for natural ventilation and lighting throughout its campus which helps conserve the energy demand. It eliminates the needs of artificial lighting.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Initiate to develop linkages through intercollegiate event/ competition All under graduate students and post graduate students are invited from various colleges across the region and are motivated with the competitive spirit. Various academic competitions like Quiz, IQ testing, etc and performance arts like painting, dance, skit, elocution, music composing, mono acting, mimicry, dump charade, etc were conducted in the competition. Almost all the departments in our college comes out successfully in the development of internship with other colleges through these types of academic meet. The Library in our college conducts various seminars on the importance of research writing without plagiarism, scholars from various colleges were invited and many national scholars participated in the programme and came with successful and positive feedback. 2. Students magazine/ manuscripts like Nila Mutram Rasa Vadham with articles pictures verses short stories painting etc were published. Many students from rural areas were taught free writing process and are helped to publish their English creative writing such as prose, short stories under the title AIYM "Artistic Incriptions of Young Minds" More than 100 short stories were published in the book and almost 100 copies were sent to other college libraries, and other departments. Nila Mutram is the printed magazine published by the Department of Tamil especially for the undergraduate Tamil Department students thereby enhances their creative writing in tamil. Rasa vadham is also

a similar magazine published by the Department of Chemistry which aims not only in bringing the scientific contribution of students but also the artistic abilities in them. Students publish scientific essays, short stories, poems, paintings, etc

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

To Provide excellent educational Opportunities that are responsive to the needs of our Students and empower them to meet and exceed challenges as active participants in shaping the future of our world. To provides students with Quality educational experiences and support services that lead to the successful completion of degrees, transfer, certificates, career, technical education and basic skills proficiency In meeting the needs of our demographically diverse students population, We embrace equity and sccountability through measurable learning outcomes, ethical data -driven decisions and students achievements. To fosters academic and career success through the development of creative thinking, effective communication, cultural awareness in a safe and affordable learning Environment.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

Our College has a list of plans to be implemented in the mere future. Establishment of language labs, Smart Class rooms, solar power plant, etc. 'Eco friendly green Campus' by planting more trees to avoid global warming. Reverse osmosis pure drinking water supply throughout the Campus. Implementation of Banking facilities inside the college Campus for the benefit of the students