

PREFACE

We, the Dhanalakshmi Srinivasan College of Arts and Science for Women, Perambalur, are very greatly inspired by the NAAC's conviction that "Any quality improvement with educational system has to come from within and no amount of external audit and assessment can help directly. It is believed that introspective and frank self assessment will help the institution to perceive its strengths and weakness. This will set it on the path of quality enhancement, and the analysis consequent upon it. The college should improve on its own and should undergo endogenous improvement in quality in teaching and learning". A sense of introspection emerged in all of us including students, faculty, administration and management, the result of this introspection enabled us to go in for NAAC Accreditation in 2006 that earned us "A Grade".

The same vigour for achieving quality, improving it and assuring it to the stakeholders has persisted during the last 5 years enabling us to grow further and achieve greater heights in all the seven criteria on which the NAAC assess an institution. The IQAC established before the earlier NAAC visit has continued to remain the backbone in this collective effort, thanks to the support of the Administration, Management and Students. Thus this effort is the collective one. The IQAC has arranged internal as well as 3 external academic audit exercises over the past 4 years to assess the performance and sustenance of quality in the college in all spheres.

Our efforts are reflected in the new Re Accreditation Report. We are now ready to face the new peer team committee members with confidence.

The steering committee formed for reaccreditation is broad-based and includes the facilities from various constituents:

Chairperson:

Sri.A.Srinivasan - Chairman

Vice Chairperson:

Sri.S.Kathiravan B.E - Vice Chairman

Secretary:

Sri.P.Neelaraj - Secretary

Members:

S.No	Name	Department
1.	Dr. Aruna Dinakaran	Tamil
2.	Ms. Baghirathi.K	English
3.	Ms. Santhi. R	Commerce
4.	Dr. Chandrasekar. A	Business Administration
5.	Ms. Uma. C	Chemistry
6.	Ms. Jayanthi. R	Physics
7.	Ms. Umamaheswari. N	Mathematics
8.	Ms. Gajalakshmi. P	Microbiology
9.	Ms. Murugasundari. P	Biochemistry
10.	Ms. Seethalakshmi. P	Biotechnology & BioInformatics
11.	Dr. Chandrasekar. C	Computer Applications
12.	Ms. Vaneeswari. V	Computer Science & Information Technology
13.	Ms. Vasuki. M	Librarian
14.	Ms. Akila. K	Physical Education

The IQAC Co-ordinators are particularly indebted to the Peer Committee members Prof. M. Madaiah, Chairperson, Dr.Sr.Thresiamma, Member Co-ordinator and Dr.R.Jayaprakash, Member on 28th and 29th Mar 2007.

The Academic and Administrative Audit members for the audit on 2nd and 3rd April 2008 are Dr.G.Pankajam, Former Vice-Chancellor, Gandhigram Rural University, Gandhigram and Dr.G.M.Nair, Professor and Head, Department of Botany & Biotechnology, University of Kerala, Trivandrum.

The Academic and Administrative Audit members for the audit on 27th April 2009 are Dr. K. V. Krishnamurthy, Former Head, Department of Botany, Bharathidasan University, Trichy and Dr. Oommen V Oommen, Professor Co-

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ordinator UGC-SAP, Former Dean, Faculty of Science, University of Kerala, Trivandrum .

The Academic and Administrative Audit members for the audit on 3rd and 4th March 2011 are Dr.G.Pankajam, Former Vice-Chancellor, Gandhigram Rural University, Gandhigram and Dr. K. V. Krishnamurthy, Former Head, Department of Botany, Bharathidasan University, Trichy.

They have been very critical in their assessment and have given very important suggestions towards quality enhancement and maintenance. Their suggestions have been seriously considered and appropriate actions have been taken and these are included at the end of each criterion in the Re Accreditation Report.

The Reaccreditation Report is a single volume containing Institutional and Evaluative Report.

It is fervently hoped that this report would bring out a precise but holistic account of the college and its different units.

This Report is presented with a sense of fulfillment and a fond hope for a bright and prosperous future for the institution.

CO-ORDINATOR

PRINCIPAL

PART I
INSTITUTIONAL
DATA

Part I: Institutional data

A) Profile of the College

1. Name and the Address of the College:

Name	: Dhanalakshmi Srinivasan College of Arts & Science for Women
Address	: Thuraiyur Road , Perambalur.
City	: Perambalur
District	: Perambalur
State	: Tamilnadu
Website	: www.dscollege.ac.in

2. For Communication:

Office:

Name	Area/ STD code	Tel.No	Fax No.	E.mail
Principal : Dr. Aruna Dinakaran	04328	220454	220075	principal.dscasw@gmail.com
Vice Principal: Ms.K.Baghirathi	04328	220074	220075	dscasw@gmail.com
Steering Committee Coordinator : Ms. K.Baghirathi	04328	220474	220075	dscasw@gmail.com

Residence:

Name	Area/STD code	Tel.No	Mobile No.
Principal : Dr. Aruna Dinakaran	04328	220454	9790925021
Vice Principal: Ms.K.Baghirathi	04328	220074	8526243838
Steering Committee Coordinator : Ms .K.Baghirathi	04328	220074	8526243838

3. Type of Institution:

- a. By management
- i. Affiliated College ☒
- ii. Constituent College ☐
- b. By funding
- i. Government ☐
- ii. Grant-in-aid ☐
- iii. Self-financed ☒
- iv. Any other ☐
(Specify the type)
- c. By Gender
- i. For Men ☐
- ii. For Women ☒
- iii. Co-education ☐

4. Is it a recognized minority institution?

Yes

☐

No

☒

If yes specify the minority status (Religious/linguistic/ any other)

(Provide the necessary supporting documents)

5. a) Date of establishment of the college:

Date	Month	Year
14	11	1996

b) University to which the college is affiliated (If it is an affiliated college):

Bharathidasan University,
Tiruchirappalli,
Tamilnadu

or which governs the college (If it is an constituent college)

-

6. Date of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (If any)
i. 2 (f)	21.03.2003	
ii. 12 (B)	21.03.2003	

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(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

Annexure-I

7. Does the University Act provide for autonomy of Affiliated/ Constituent Colleges?

Yes ☒

No ☐

If yes, has the college applied for autonomy?

Yes ☐

No ☒

8. Campus area in acres/sq.mts:

25 Acres

9. Location of the college: (based on Govt. of India census)

Urban ☐

Semi-urban ☐

Rural ☒

Tribal ☐

Hilly area ☐

Any other (specify)

10. Details of programmes offered by the institution: (Give last year's data)

i) Under Graduate Courses:

S.No	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned Student Strength	Number of students admitted
1.	B.A English	3 Years	+2 Pass	English	258	211
2.	BBA	3 Years	+2 Pass	English	120	66
3.	Commerce	3 Years	+2 Pass	English	100	74
4.	B.Litt.,(Tamil)	3 Years	+2 Pass	Tamil	60	16
5.	BCA	3 Years	+2 Pass	English	240	106
6.	Biochemistry	3 Years	+2 Pass	English	40	19
7.	Biotechnology	3 Years	+2 Pass	English	75	32
8.	Chemistry	3 Years	+2 Pass	English	45	38
9.	Computer Science	3 Years	+2 Pass	English	120	86
10.	Information Technology	3 Years	+2 Pass	English	60	18

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11.	Mathematics	3 Years	+2 Pass	English	258	169
12.	Microbiology	3 Years	+2 Pass	English	40	25
13.	Physics	3 Years	+2 Pass	English	52	48

ii) Post Graduate Courses:

S.No	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned Student Strength	Number of students admitted
1.	M.A English	2 Years	UG Passed	English	30	27
2.	MBA	2 Years	UG Passed	English	60	58
3.	M.Com	2 Years	UG Passed	English	40	25
4.	M.A Tamil	2 Years	UG Passed	Tamil	35	14
5.	MCA	3 Years	UG Passed	English	120	15
	MCA(Lateral Entry)	2 Years	UG Passed (BCA, B.Sc (CS, IT), PGDCA	English	107	107
6.	Biochemistry	2 Years	UG Passed	English	40	12
7.	Bioinformatics	2 Years	UG Passed	English	40	5
8.	Biotechnology	2 Years	UG Passed	English	68	12
9.	Chemistry	2 Years	UG Passed	English	70	20
10.	Computer Science	2 Years	UG Passed	English	40	24
11.	Information Technology	2 Years	UG Passed	English	40	15
12.	Mathematics	2 Years	UG Passed	English	40	35
13.	Microbiology	2 Years	UG Passed	English	58	16
14.	Physics	2 Years	UG Passed	English	65	17

iii) M.Phil Courses:

S.No	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned Student Strength	Number of students admitted
1.	Tamil	1 Year	PG Passed	Tamil	25	6
2.	Commerce	1 Year	PG Passed	English	15	11
3.	Chemistry	1 Year	PG Passed	English	15	09
4.	Mathematics	1 Year	PG Passed	English	24	21

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5.	Microbiology	1 Year	PG Passed	English	18	12
6.	Biotechnology	1 Year	PG Passed	English	18	18

iv) Certificate Courses:

S.No	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned Student Strength	Number of students admitted
1.	Tally	6 Months	+2 Passed	English	60	36
2.	Functional English	6 Months	+2 Passed	English	40	24

v) PG Diploma Courses:

S.No	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned Student Strength	Number of students admitted
1.	PGDCA	6 Months	Any UG	English	60	Abeyance
2.	PGDBI	6 Months	Any UG	English	25	11

vi) Under IGNOU Convergence Scheme:

S.No	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned Student Strength	Number of students admitted
1.	Certificate in Business Skill	6 Months	+2 passed	English	No Restriction	213
2.	Certificate in Food & Nutrition	6 Months	+2 passed	English	No Restriction	112
3.	Certificate in Human Rights	6 Months	+2 passed	English	No Restriction	8
4.	Certificate in Teaching Skills	6 Months	+2 passed	English	No Restriction	108
5.	Post Graduate Diploma in Journalism & Mass Communication	1 year	UG passed	English	No Restriction	6

11. List the departments:

Science: Physics Chemistry Mathematics Microbiology Biochemistry Biotechnology Bioinformatics Computer Applications Computer Science Information Technology
Arts: Tamil English
Commerce : Commerce Business Administration

12. Unit Cost of Education

(a) including the salary component = Rs. 55, 096/-

(b) excluding the salary component= Rs. 44, 473/-

CRITERION-WISE INPUTS

B) Criterion-wise Inputs

Criterion I: Curricular Aspects

1. Does the College have a stated

Vision?

Yes	✓	No	
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Mission?

Yes	✓	No	
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Objectives?

Yes	✓	No	
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2. Does the college offer self-financed

Programmes?

Yes	✓	No	
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If Yes, how many?

37

UG : 13 PG : 14 M.Phil : 6

Diploma: 2 Certificate Course: 2

In addition the students are offered 16 programmes under IGNOU Convergence Scheme

Fee charged for each programme (include Certificate, Diploma, Add-on courses etc.)

S.No	Programme		Courses	Fee charged in Rs. (Per Semester)
1.	UG	B.A	English	6500
2.			BBA	5500
3.			Commerce	6000
4.			B.Litt.,	5000
5.			BCA	9000
6.		B.Sc	Biochemistry	7500
7.			Biotechnology	9000
8.			Chemistry	8000
9.			Computer Science	9000
10.			Information Technology	9000
11.			Mathematics	6500
12.			Microbiology	8000
13.			Physics	7500
14.	PG	M.A	English	7000
15.			Tamil	6000
16.			MBA	20000
17.			M.Com	6000

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18.			MCA	10000
19.	PG	M.Sc	Biochemistry	11000
20.			Biotechnology	20000
21.			Bioinformatics	12500
22.			Chemistry	14000
23.			Computer Science	10000
24.			Information Technology	10000
25.			Mathematics	7000
26.			Microbiology	15000
27.			Physics	11000
28.	Research Programmes	M.Phil	Biotechnology	20000
29.			Commerce	7500
30.			Chemistry	15000
31.			Tamil	4000
32.			Microbiology	15000
33.			Mathematics	15000
34.	PG Diploma		PGDBI	3000
35.			PGDCA	3000
36.	Certificate courses		Functional English	1595
37.			Tally	2500
38.	IGNOU Convergence Courses		Certificate in Food Nutrition	1000
39.			Certificate in Business Skills	1900
40.			Certificate in Human Rights	1600
41.			Certificate in Environmental studies	1700
42.			Certificate in Guidance	1000
43.			Certificate in Nutrition and Child Care	1100
44.			Certificate in Customer Production	1300
45.			Certificate in Rural Development	1100
46.			Certificate in Teaching of English	1700
47.			Certificate in Teaching of Primary School Mathematics	1100
48.			Certificate in Tourism Studies	1300
49.			Certificate in Health Care Waste Management	2600
50.			Certificate in Disaster Management	1700
51.			Certificate in Craft and Design	3000
52.			Post Graduate Diploma in Journalism and Mass Communication	3000
53.			Post Graduate Diploma in Intellectual Property Rights	7400

3. Number of programmes offered under

a. annual system

NIL

b. semester system

33

c. trimester system

NIL

4. Programmes with

a. choice based credit system

Yes	✓	No		Number	27
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b. Inter/multidisciplinary approach

Yes	✓	No		Number	27
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c. Any other, specify (M.Phil)

Yes	✓	No		Number	6
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5. Are there Programmes where assessment of teachers by students is practiced?

Yes	✓	No		Number	33
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6. Are there Programmes taught only by visiting faculty?

Yes		No	✓	Number	
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7. New programmes introduced during the last five years

UG	Yes		No	✓	Number	
PG	Yes	✓	No		Number	3
M.Phil	Yes	✓	No		Number	3
PG Diploma	Yes	✓	No		Number	2

8. How long does it take for the institution to introduce a new programme within the existing system?

2 Months

9. Does the institution develop and deploy action plans for effective implementation of the curriculum?

Yes	✓	No	
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10. Was there major syllabus revision during the last five years? If yes, indicate the number.
- | | | | | | |
|-----|---|----|--|--------|----|
| Yes | ✓ | No | | Number | 2* |
|-----|---|----|--|--------|----|

**The Syllabus has been revised for all the 33 programmes.*

11. Is there a provision for Project work etc. in the programme? If yes, indicate the number.
- | | | | | | |
|-----|---|----|--|--------|-----|
| Yes | ✓ | No | | Number | 22* |
|-----|---|----|--|--------|-----|

**In BCA & B.Sc (CS) of the UG Programmes and in all PG and M.Phil. programmes.*

12. Is there any mechanism to obtain feedback on curricular aspects from

a. Academic Peers?

Yes	✓	No	
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b. Alumni?

Yes	✓	No	
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c. Students?

Yes	✓	No	
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d. Employers?

Yes	✓	No	
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e. Any other?

Yes	✓	No	
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Criterion II: Teaching-Learning and Evaluation

1. How are students selected for admission to various courses?

a) Through an entrance test developed by the institution



For all the 6 M.Phil Programmes

b) Common entrance test conducted by the University / Government



For AICTE Approved Programmes : MBA, MCA

c) Through interview



For all the 6 M.Phil Programmes

d) Entrance test and interview



For all the 6 M.Phil Programmes

e) Merit at the previous qualifying examination



All the 33 Programmes.
(UG,PG,M.Phil)

f) Any other (specify)



2. Highest and Lowest percentage of marks at the qualifying examination considered for admission during the previous academic year

Programmes (UG and PG)	Open category		SC/ST category		Any other (specify)	
	Highest (%)	Lowest (%)	Highest (%)	Lowest (%)	Highest (%)	Lowest (%)
UG	96	40	87	40.4	89.67	40.6
PG	86	52	77	50	87.8	47.6
M.Phil	81.36	46.9	79	51.28	88.25	51.5

3. Number of working days during the last academic year

200

4. Number of teaching days during the last academic year

180

5. Number of positions sanctioned and filled

	Sanctioned/ Filled	
Teaching	180	180
Non-teaching	50	50
Technical(Programmers)	5	5

6. a. Number of regular and permanent teachers (gender-wise)

Professors	M	-	F	-
Readers	M	-	F	-
Associate Professors	M	10	F	36
Assistant Professors	M	-	F	134

b. Number of temporary teachers (gender-wise)

Lecturers- Full Time	M	NIL	F	NIL
Lecturers – Part- time	M	NIL	F	NIL
Lecturers (Management appointees) - Full time	M	NIL	F	NIL
Lecturers (Management appointees) - Part time	M	NIL	F	3
Any other	M	NIL	F	NIL
Total	M	10	F	170

c. Number of teachers From the same State

173 +3*

From other State

4

* **M-Male** **F-Female**

7. a. Number of qualified/permanent teachers and their percentage to the total number of faculty

	Number	%
45 [#]	25	

As per revised UGC norms

1:18.6

b. Teacher: student ratio

c. Number of teachers with Ph.D. as the highest qualification and their percentage to the total faculty strength

18	10.1%
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d. Number of teachers with M. Phil as the highest qualification and their percentage to the total faculty strength

96	53.33%
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e. Percentage of the teachers who have completed UGC, NET and SLET exams

3.33 %

f. Percentage of the faculty who have served as resource persons in Workshop/ Seminars/ Conferences during the last five years

5.62%

g. Number of faculty development programmes availed by teachers (last five years)

	1	2	3	4	5
UGC/ FIP programme	-	-	-	-	-
Refresher:	3	2	3	4	5
Orientation:	-	5	1	1	2
Any other (Seminar, Workshops, Conference)	-	-	59	30	78

h. Number of faculty development programmes organized by the college during the last five years

	1	2	3	4	5
Seminars/ workshops/symposia on curricular development, teaching-learning, assessment, etc.	2	2	7	2	10
Research management	-	-	1	1	1
Invited/endowment lectures	1	-	1	1	2
Any other (Guest Lecture , Training Programmes)	-	-	63	70	56

8. Number and percentage of the courses where predominantly the lecture method is practiced

Number	%
33	100

9. Does the college have the tutor-ward system?

Yes	✓	No	
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- If yes, how many students are under the care of a teacher?

30(On an Average)

10. Are remedial programmes offered?

Yes	✓	No		Number	3
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- Orientation Course For Mathematics and Computer Science & Computer Applications are conducted every year.
11. Are bridge courses offered?

Yes	✓	No		Number	1
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12. Are there Courses with ICT-enabled teaching - learning processes?

Yes	✓	No		Number	35
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13. Is there a mechanism for:
- a. Self appraisal of faculty?

Yes	✓	No	
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- b. Student assessment of faculty performance?

Yes	✓	No	
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- c. Expert /Peer assessment of faculty performance?

Yes	✓	No	
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14. Do the faculty members perform additional administrative work? If yes, the average number of hours spent by the faculty per week.

Yes	✓	No	
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- | |
|--------------|
| 2 to 4 hours |
|--------------|

Criterion III: Research, Consultancy and Extension

1. How many teaching faculty are actively involved in research? (Guiding student research, managing research projects etc.,)

Number	% of total
51	28.3

2. Research collaborations

a) National

Yes ☐ No ☒

If yes, how many?

-

b) International

Yes ☐ No ☒

If yes, how many?

-

3. Is the faculty involved in consultancy work?

Yes ☒ No ☐

If yes, consultancy earnings/
year (average of last two years may be
given)

-

Consultancy work is done free of cost. It is done as a service.

4. Do the teachers have ongoing/ completed research projects?

Yes ☒ No ☐

If yes, how many?

On going

3

Completed

3

b) Provide the following details about the ongoing research projects

Major projects	Yes	✓	No		Number	2	Agency	DBT,	Amt.	Rs. 9.47 lakhs Rs. 15.39 lakhs
Minor projects	Yes	✓	No		Number	1	Agency	NABARD	Amt.	Rs. 75,500/-
College Projects	Yes		No	✓	Number		Amount	-		
Industry sponsored	Yes		No	✓	Number		Industry	-	Amt.	-
Any other (specify)										
No. of student research projects	Yes	✓	No		Number	M.Phil-60 PG-283	Amount sanctioned by the College	-		

5. Research publications:(Data of last five years)

International journals	Yes	✓	No		Number	40
National journals – refereed papers	Yes	✓	No		Number	23
College journal	Yes		No		Number	-
Books	Yes	✓	No		Number	16
Abstracts	Yes		No		Number	-
Any other (specify)	Yes		No		Number	-
Awards, recognition, patents etc. if any (specify)Dr.R.Sathya was appointed as an Editor of the International Journal of Applied and Basic Biology and was also awarded the Ph.D. Best paper award for Mrs.A.Sivashankari, Asst. Professor, Dept. of Computer Applications. Best paper award for Mrs.M.Jayanthi,Associate Professor,Dept. of Tamil.						

6. Has the faculty

a) Participated in Conferences?

Yes

☒

No

☐

Number

326*

b) Presented research papers in
Conferences?

Yes

☒

No

☐

Number

138*

** Data of last five years*

7. Number of extension activities organized in collaboration with
other agencies/NGOs (such as Rotary/Lions Club) (average of
last two years)

13

8. Number of regular extension
programmes organized by NSS and
NCC (average of last two years)

NSS	NCC
20	8

9. Number of NCC Cadets/units

M	-	F	52	Units	4 TN battalion
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10. Number of NSS Volunteers/units

M	-	F	300	Units	3
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Criterion IV: Infrastructure and Learning Resources

1. (a) Campus area in acres

25

- (b) Built up area in Sq. Meters

46,995

- (*1 sq.ft. = 0.093 sq.mt)
2. Working hours of the Library
- (a) On working days

8 am to 8 pm

- (b) On holidays

10 am to 4

- (c) On Examination days

8 am to 5 pm

3. Average number of faculty visiting the library/day
(average for the last two years)

102

4. Average number of students visiting the library/day
(average for the last two years)

300

5.

342

Number of journals subscribed to the institution
6. Does the library have the open access system?

Yes	✓	No	
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7. Total collection (Number)
- | Title | Volume |
|---------------------|--------|
| a. Books | 18941 |
| b. Textbooks | 40435 |
| c. Reference books | 16125 |
| d. Magazines | 33495 |
| e. Current journals | 2877 |
| | 4784 |
| | 60 |
- Indian journals

238

- Foreign journals

104

- f. Peer- reviewed journals

54

- g. Back volumes of journals

2125

h. E-resources

CDs/ DVDs	2179
Databases	8
Online journals	8000
Audio- Visual resources	250

i. Special collections (numbers)

	Yes	No	Number
Repository (World Bank, OECD, UNESCO etc.)		✓	
Interlibrary borrowing facility	✓		
Materials acquired under special schemes (UGC, DST etc.)		✓	
Materials for Competitive examinations including Employment news, Yojana etc.	✓		220
Book Bank	✓		1700
Braille materials		✓	
Manuscripts		✓	
Any other (Back volume)	✓		2125
Any other (Thesis)	✓		4151
Any other (Encyclopedia)	✓		59

8. Number of books/journals / periodicals added during the last two years and their total cost

	The year before last		Last Year	
	Number	Total Cost (Rs.)	Number	Total Cost (Rs.)
Text books	4428	20,81,075	5323	23,81,755
Reference Books	240	94,293	265	1,88,268
Other books	-	-	-	-
Journals/Periodicals	252	4,24,430	292	4,65,299
Encyclopedia	5	3485	7	10000
Any other(specify)	-	-	-	-

9. Mention the

Total carpet area of the Central Library (in sq. ft)

Number of departmental libraries

Average carpet area of the departmental libraries

Seating capacity of the Central Library (Reading room)

12500 Sq. Ft
13
-
296

10. Status of Automation of the Library

not initiated

☐

fully automated

☒

partially automated

☐

11. Percentage of library budget in relation to the total budget

6.53%

12. Services/facilities available in the library (If yes, tick in the box)

Circulation

☒

Clipping

☒

Bibliographic compilation

☒

Reference

☒

Reprography

☒

Computer and Printing

☒

Internet

☒

Inter-library loan

☒

Power back up

☒

Information display and notification

☒

User orientation /information literacy

☒

Any other (Web OPAC)

☒

13. Average number of books issued/returned per day

250

14. Ratio of library books to the number of students enrolled

9:1

15. Computer Facilities

Number of computers in the college

400

Number of Departments with computer facilities

12

Central computer facility (Number of terminals)

388

Budget allocated for purchase of computers during the last academic year

Rs. 20 lakhs

Amount spent on maintenance and upgrading of computer facilities during the last academic year

Rs. 8 Lakhs

Internet Facility, Connectivity

Dialup	Broadband	Others (Specify)
	✓	

Number of nodes/ computers with Internet facility

306

16. Is there a Workshop/Instrumentation Centre?

Yes	✓	No		Available from the year	2001
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17. Is there a Health Centre?

Yes	✓	No		Available from the year	2003
-----	---	----	--	-------------------------	------

18. Is there Residential accommodation for

Faculty?

Yes	✓	No	
-----	---	----	--

Non-teaching staff?

Yes	✓	No	
-----	---	----	--

19. Are there student Hostels?

Yes	✓	No	
-----	---	----	--

If yes, number of students residing in hostels

1238

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Male	Yes		No	✓	Number	
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Female	Yes	✓	No		Number	1238
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20. Is there a provision for

a) Sports fields

Yes	✓	No		Yr.of Estd	1997
-----	---	----	--	---------------	------

b) Gymnasium

Yes	✓	No		Yr.of Estd	2003
-----	---	----	--	---------------	------

c) Womens' rest rooms

Yes	✓	No		Yr.of Estd	2003
-----	---	----	--	---------------	------

d) Transport

Yes	✓	No		Yr.of Estd	1996
-----	---	----	--	---------------	------

e) Canteen/Cafeteria

Yes	✓	No		Yr.of Estd	1996
-----	---	----	--	---------------	------

f) Students centre

Yes	✓	No		Yr.of Estd	1996
-----	---	----	--	---------------	------

g) Vehicle parking facility

Yes	✓	No		Yr.of Estd	1996
-----	---	----	--	---------------	------

Criterion V: Student Support and Progression

1. a .student strength

Student Enrolment	Academic year	UG			PG			M.Phil			Ph.D			Diploma/ Certificate			Self-Funded		
		M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T
Number of students from the same State where the college is located	2008-09	-	906	906	-	256	256	-	27	27	-	-	-	-	16	16	-	-	-
	2009-10	-	893	893	-	257	257	-	52	52	-	-	-	-	17	17	-	-	-
Number of students from other States	2008-09	-	03	03	-	123	123	-	2	2	-	-	-	-	-	-	-	-	-
	2009-10	-	7	7	-	44	44	-	8	8	-	-	-	-	6	6	-	-	-
Number of NRI students	2008-09	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	2009-10	-	4	4	-	1	1	-	-	-	-	-	-	-	-	-	-	-	-
Number of foreign students	2008-09	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	2009-10	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

(Provide information in the following format, for the past two years)

M – Men, F- Female, T-Total

- b. Dropout rate in UG and PG (average for the last two batches)

	Number	%
UG	57	1.26
PG	6	0.38

2. Financial support for students: (last Year)

Number Amount

Endowments:

-	-
---	---

Freeships:

-	-
---	---

Scholarship (Government)

277	12,37,025.00
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Scholarship (Institution)

328	8,85,600
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Number of loan facilities:

-	-
---	---

Any other financial support

35	45,500
----	--------

(Transport Concession)

3. Does the college obtain feedback from students on their campus experience?

Yes

☒

No

☐

4. Major cultural events (data for last year)

Events	Organized			Participated		
	Yes	No	Number	Yes	No	Number
Inter-collegiate	-	✓	-	✓	-	32
Inter-university	-	✓	-	✓	-	31
District Level	-	✓	-	✓	-	14
Any other (specify)	-	-	-	-	-	-

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5. Examination Results (data of past five years)

Results	UG					PG					M. Phil				
	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Pass Percentage	88.4	93.62	95.94	96.09	98.80	95.7	98.17	98.45	97.70	98.69	100	100	100	100	97.5
Number of first classes	280	238	301	407	397	421	255	201	224	157	10	16	19	15	8
Number of distinctions	37	42	129	153	184	164	54	111	129	172	10	5	17	21	55
Ranks (if any)	10	19	25	21	29	41	29	38	39	54	-	-	-	-	-

6. Number of overseas programmes on campus and income earned:

Number	Amount	Agency
-	-	-

7. Number of students who have passed the following examinations during the last five years

NET	-	2	2	2	4
SLET	-	-	-	-	-
CAT	-	-	-	-	-
TOEFL	-	-	-	-	-
GRE	-	-	-	-	-
GMAT	-	-	-	-	-
Civil services (IAS / IPS/IFS)	-	-	-	-	-
Defence Entrance	-	-	-	-	-
Other services	-	-	-	-	-
Any other (TNPSC / Bank /TRBExam)	-	20	24	28	32

8. Is there a Student Counselling Centre?

Yes	✓	No	-
-----	---	----	---

9. Is there a Grievance Redressal Cell?

Yes	✓	No	-
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10. Does the college have an Alumni Association?

Yes	✓	No	-	Formed in the year	2003
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11. Does the college have a Parent-teachers Association?

Yes	✓	No	-	Formed in the year	2006
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Criterion VI: Governance and Leadership

1. Has the institution appointed a permanent Principal?

Yes	✓	No	
-----	---	----	--

If Yes, denote the qualifications

Ph.D

If No,

for how long has the position been vacant?

-

2. Number of professional development programmes held for the
Non-teaching staff (last two years)

02	02
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3. Financial resources of the college (approximate amount) – Last year's data

Grant-in-aid

-

Fee from aided courses

-

Donation (PTA & Alumnae)

Rs.20000/-

Fee from Self-funded courses

-

Any other(National Conferences
aid given by Management)

Rs.4,96,663/-

4. Statement of Expenditure (for last two years)

Item	Before last Rs. in Lakhs	last year Rs. in Lakhs
Amount spent on the salaries of faculty		
Amount spent on the salaries of non-teaching employees including contractual workers	350	360
Amount spent on books and journals	60	65
Amount spent on Building development	300	350
Amount spent on hostels, and other student amenities	350	400
Amount spent on maintenance - electricity, water, telephones, infrastructure	15	18
Amount spent on academic activities of departments - laboratories, green house, animal house, field trips etc.	45	41
Amount spent on research, seminars, etc.	15	16
Amount spent on miscellaneous expenditure	30	35

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Note: The institution may provide the details regarding the above table as per the heads of accounts being maintained. However, care may be taken to cover the above items.

5. Dates of meetings of Academic and Administrative Bodies during the last two years:	Last year	Year before last
Governing Body	15.06.2009	25.06.2008
Internal Admn. Bodies (mention only three most important bodies)		
• Library Advisory Committee	29.6.2009,18.2.2010	27.6.2008,11.2.2009
• Exam cell Committee	18.6.2009,22.7.2009 01.9.2009,01.10.2009 16.12.2009,16.2.2010 8.3.2010	24.6.2008,23.7.2008 04.9.2008, 6.10.2008 22.12.2008, 30.1.2009 19.2.2009,27.3.2009
• IQAC	11.08.2009,10.2.2010	01.08.2008,07.01.2009

6. Are there Welfare Schemes for the academic community?

Loans:

Yes	✓	No	
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Medical allowance
Any other (Free Education
for the employee)

Yes	✓	No	
Yes	✓	No	

7. Are there ICT supported / Computerised units/processes/activities for the following?

a) Administrative section/ Office

Yes	✓	No	
-----	---	----	--

b) Finance Unit

Yes	✓	No	
-----	---	----	--

c) Student Admissions

Yes	✓	No	
-----	---	----	--

d) Placements

Yes	✓	No	
-----	---	----	--

e) Aptitude Testing

Yes	✓	No	
-----	---	----	--

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f) Examinations

Yes	✓	No	
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g) Student Records

Yes	✓	No	
-----	---	----	--

Criterion VII: Innovative Practices

1. Has the institution established Internal Quality Assurance Mechanisms?

Yes	✓	No	
-----	---	----	--

2. Do students participate in the Quality Enhancement initiatives of the Institution?

Yes	✓	No	
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3. What is the percentage of the following student categories in the institution?

a. SC	12.17%
b. ST	0.32 %
c. OBC	87.32%
d. Women	100%
e. Diff erently-abled	0.06 %
f. Rural	90.35%
h. Tribal	-
i. Any Other (DNC	0.18 %

4. What is the percentage of the following category of staff?

	Category	Teaching staff	%	Non-teaching staff	%
a	SC	22	12.22	15	27.27
b	ST	-	-	-	-
c	OBC	137	76.11	31	56.36
d	Women	170	94.50	50	90.90
	Men	10	5.50	5	9.10
e	Physically-challenged	-	-	1	1.82
f	General Category (OC)	18	10	9	16.36
g	Any other (DNC)	3	1.67	-	-

5. What is the percentage incremental academic growth of the following category of students for the last two batches?

	Category	At Admission		On completion of the course	
		Batch I (%)	Batch II (%)	Batch I (%)	Batch II (%)
a.	SC	09.60	9.31	9.15	7.83
b.	ST	0.09	0.37	0.09	0.37
c.	OBC	74.89	75.31	68.6	73.64
d.	Women	100	100	100	100
e.	Physically challenged	-	0.46	-	0.46
f.	General Category(OC)	15.43	15.02	15.43	15.02
g.	Any other(DNC)	0.09	-	0.09	-

PROFILE OF THE DEPARTMENTS

		Responses	
1.	Name of the Department	Tamil	
2.	Year of Establishment	UG:2002,PG:2007,M.Phil:2010	
3.	Number of teachers sanctioned and present position	17	17
4.	Number of Administrative Staff	NIL	
5.	Number of technical Staff	NIL	
6.	Number of students	UG:43 PG:18 M.Phil:6 I : 15 I : 12 II : 15 II : 6 III : 13	
7.	Demand Ratio (No. of Seats: No. of Applications)	UG:60:16 PG:35:12	
8.	Ratio of Teachers to students	1:4	
9.	Number of research Scholars who had their master's degree from other institutions	3	
10.	The year when the curriculum was revised last	UG: 2010- 2011	PG: 2010- 2011
11.	Number of students passed NET/SLET etc.(Last Two years)	3	
12.	Success rate of students (What is the pass percentage as compared to the University average?)	UG:100% PG:100%	
13.	University Distinctions / Ranks	UG: University Distinctions: 1 University Ranks:3 PG: University Distinctions: NIL University Ranks: NIL	
14.	Publications by faculty (Last 5 years)	12 Books	NIL
15.	Awards and recognition received by faculty (Last 5 years)	30	
16.	Faculty who have Attended National and International	23	11

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	Seminars (Last five years)		
17.	Number of National and International seminars organized (Last five years)	2	NIL
18.	Number of teachers engaged in consultancy and the revenue generated	NIL	NIL-
19.	Number of Ongoing projects and its total outlay	NIL	NIL
20.	Research projects completed during last two year & its total outlay	NIL	NIL
21.	Number of inventions and patents	NIL	NIL
22.	Number of Ph. D thesis guided during the last two years	NIL	
23.	Number of Books in the Departmental Library, if any	There is no separate departmental library. However books that are commonly used by staff and students are transferred from the central library and kept in the department for a period of one semester.	
24.	Number of Journals/Periodicals	National:12 International:2 Magazines: NIL	
25.	Number of Computers	1	NIL
26.	Annual Budget	Rs. 72,000/-	

		Responses	
1.	Name of the Department	English	
2.	Year of Establishment	UG:2004,PG:2007	
3.	Number of teachers sanctioned and present position	25	25
4.	Number of Administrative Staff	NIL	
5.	Number of technical Staff	NIL	
6.	Number of students	UG:569 PG:37 I : 210 I : 27 II : 210 II : 10 III : 149	
7.	Demand Ratio (No. of Seats: No. of Applications)	UG:258:240 PG:30:27	
8.	Ratio of Teachers to students	1:24	
9.	Number of research Scholars who had their master's degree from other institutions	NIL	
10.	The year when the curriculum was revised last	UG: 2008- 2009	PG: 2008- 2009
11.	Number of students passed NET/SLET etc.(Last Two years)	NIL	
12.	Success rate of students (What is the pass percentage as compared to the University average?)	UG:97% PG:100%	
13.	University Distinctions / Ranks	UG: University Distinctions: NIL University Ranks:6 PG: University Distinctions:1 University Ranks:7	
14.	Publications by faculty (Last 5 years)	NIL	
15.	Awards and recognition received by faculty (Last 5 years)	7	
16.	Faculty who have Attended National and International	3	5

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	Seminars (Last five years)		
17.	Number of National and International seminars organized (Last five years)	2	1
18.	Number of teachers engaged in consultancy and the revenue generated	NIL	NIL
19.	Number of Ongoing projects and its total outlay	NIL	NIL
20.	Research projects completed during last two year & its total outlay	NIL	NIL
21.	Number of inventions and patents	NIL	NIL
22.	Number of Ph. D thesis guided during the last two years	NIL	
23.	Number of Books in the Departmental Library, if any	There is no separate departmental library. However books that are commonly used by staff and students are transferred from the central library and kept in the department for a period of one semester.	
24.	Number of Journals/Periodicals	National:5 International:5 Magazines:1	
25.	Number of Computers	1	22
26.	Annual Budget	Rs.1,20,000/-	

		Responses		
1.	Name of the Department	Commerce		
2.	Year of Establishment	UG:1996,PG:2002,M.Phil:2007		
3.	Number of teachers sanctioned and present position	11	11	
4.	Number of Administrative Staff	NIL		
5.	Number of technical Staff	NIL		
6.	Number of students	UG:183 I : 72 II : 75 III : 36	PG:47 I : 25 II : 22	M.Phil:11
7.	Demand Ratio (No. of Seats: No. of Applications)	UG:100:72 PG:40:25 M.Phil:15:11		
8.	Ratio of Teachers to students	1:21		
9.	Number of research Scholars who had their master’s degree from other institutions	5		
10.	The year when the curriculum was revised last	UG: 2008- 2009	PG: 2009- 2010	M.Phil: 2009- 2010
11.	Number of students passed NET/SLET etc.(Last Two years)	NIL		
12.	Success rate of students (What is the pass percentage as compared to the University average?)	UG:92.4% PG:100% M.Phil:100%		
13.	University Distinctions / Ranks	UG: University Distinction: NIL University Ranks: NIL PG: University Distinctions:4 University Ranks:4		
14.	Publications by faculty (Last 5 years)	5	NIL	
15.	Awards and recognition received by faculty (Last 5 years)	17		
16.	Faculty who have Attended National and	12	8	

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	International Seminars (Last five years)		
17.	Number of National and International seminars organized (Last five years)	3	NIL
18.	Number of teachers engaged in consultancy and the revenue generated	NIL	NIL
19.	Number of Ongoing projects and its total outlay	NIL	NIL
20.	Research projects completed during last two year & its total outlay	NIL	NIL
21.	Number of inventions and patents	NIL	NIL
22.	Number of Ph. D thesis guided during the last two years	NIL	
23.	Number of Books in the Departmental Library, if any	There is no separate departmental library. However books that are commonly used by staff and students are transferred from the central library and kept in the department for a period of one semester.	
24.	Number of Journals/Periodicals	National:7 International:2 Magazines: 1	
25.	Number of Computers	1	NIL
26.	Annual Budget	Rs. 95,000/-	

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		Responses	
1.	Name of the Department	Business Administration	
2.	Year of Establishment	UG:1998,PG:2007	
3.	Number of teachers sanctioned and present position	10	10
4.	Number of Administrative Staff	NIL	
5.	Number of technical Staff	NIL	
6.	Number of students	UG:187 I : 64 II : 77 III : 46	PG:103 I : 56 II : 47
7.	Demand Ratio (No. of Seats: No. of Applications)	UG:120:97 PG:60:90	
8.	Ratio of Teachers to students	1:29	
9.	Number of research Scholars who had their master's degree from other institutions	NIL	
10.	The year when the curriculum was revised last	UG: 2008- 2009	PG: 2009- 2010
11.	Number of students passed NET/SLET etc.(Last Two years)	NIL	
	Success rate of students (What is the pass percentage as compared to the University average?)	UG:100% PG:97%	
12.	University Distinctions / Ranks	UG: University Distinctions: 8 University Ranks: NIL PG: University Distinctions:20 University Ranks:12	
13.	Publications by faculty (Last 5 years)	4	NIL
14.	Awards and recognition received by faculty (Last 5 years)	15	
15.	Faculty who have Attended National and International Seminars (Last five years)	9	10
16.	Number of National and International seminars organized (Last five years)	3	1

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17.	Number of National and International seminars organized (Last five years)	1	NIL
18.	Number of teachers engaged in consultancy and the revenue generated	NIL	NIL
19.	Number of Ongoing projects and its total outlay	NIL	NIL
20.	Research projects completed during last two year & its total outlay	NIL	NIL
21.	Number of inventions and patents	NIL	NIL
22.	Number of Ph. D thesis guided during the last two years	NIL	
23.	Number of Books in the Departmental Library, if any	There is no separate departmental library. However books that are commonly used by staff and students are transferred from the central library and kept in the department for a period of one semester.	
24.	Number of Journals/Periodicals	National:22 International:24 Magazines: 1	
25.	Number of Computers	1	NIL
26.	Annual Budget	Rs. 95,000/-	

		Responses		
1.	Name of the Department	Chemistry		
2.	Year of Establishment	UG:1996,PG:2002,M.Phil:2005		
3.	Number of teachers sanctioned and present position	9	9	
4.	Number of Administrative Staff	NIL		
5.	Number of technical Staff(Lab Assistants)	5		
6.	Number of students	UG:79 I : 38 II : 31 III : 10	PG:34 I : 20 II : 14	M.Phil :9
7.	Demand Ratio (No. of Seats: No. of Applications)	UG:58:38 PG:70:20 M.Phil:09:09		
8.	Ratio of Teachers to students	1:13		
9.	Number of research Scholars who had their master’s degree from other institutions	2		
10.	The year when the curriculum was revised last	UG: 2008- 2009	PG: 2008- 2009	M.Phil: 2009- 2010
11.	Number of students passed NET/SLET etc.(Last Two years)	1		
12.	Success rate of students (What is the pass percentage as compared to the University average?)	UG:100% PG: 100% M.Phil: 87.5%		
13.	University Distinctions / Ranks	UG: University Distinction: 4 University Ranks: 5 PG: University Distinctions:3 University Ranks:4		
14.	Publications by faculty (Last 5 years)	1	2	
15.	Awards and recognition received by faculty (Last 5 years)	30		

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16.	Faculty who have Attended National and International Seminars (Last five years)	13	3
17.	Number of National and International seminars organized (Last five years)	5	NIL
18.	Number of teachers engaged in consultancy and the revenue generated	NIL	NIL
19.	Number of Ongoing projects and its total outlay	NIL	NIL
20.	Research projects completed during last two year & its total outlay	NIL	NIL
21.	Number of inventions and patents	NIL	NIL
22.	Number of Ph. D thesis guided during the last two years	NIL	
23.	Number of Books in the Departmental Library, if any	There is no separate departmental library. However books that are commonly used by staff and students are transferred from the central library and kept in the department for a period of one semester.	
24.	Number of Journals/Periodicals	National:8 International:5 Magazine:1	
25.	Number of Computers	1	NIL
26.	Annual Budget	Rs.1,08,068/-	

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		Responses	
1.	Name of the Department	Physics	
2.	Year of Establishment	UG:2003,PG:2003	
3.	Number of teachers sanctioned and present position	13	13
4.	Number of Administrative Staff	NIL	
5.	Number of technical Staff	4	
6.	Number of students	UG:89 PG:30 I : 42 I : 17 II : 34 II : 13 III : 13	
7.	Demand Ratio (No. of Seats: No. of Applications)	UG:52:58 PG:65:17	
8.	Ratio of Teachers to students	1:9	
9.	Number of research Scholars who had their master's degree from other institutions	NIL	
10.	The year when the curriculum was revised last	UG: 2008- 2009	PG: 2008- 2009
11.	Number of students passed NET/SLET etc.(Last Two years)	2	
12.	Success rate of students (What is the pass percentage as compared to the University average?)	UG: 100% PG: 92.85%	
13.	University Distinctions / Ranks	UG: University Distinction: 3 University Ranks: 2 PG: University Distinctions:2 University Ranks:3	
14.	Publications by faculty (Last 5 years)	NIL	
15.	Awards and recognition received by faculty (Last 5 years)	23	
16.	Faculty who have Attended National and International	9	2

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	Seminars (Last five years)		
17.	Number of National and International seminars organized (Last five years)	4	1
18.	Number of teachers engaged in consultancy and the revenue generated	NIL	NIL
19.	Number of Ongoing projects and its total outlay	NIL	NIL
20.	Research projects completed during last two year & its total outlay	NIL	NIL
21.	Number of inventions and patents	NIL	NIL
22.	Number of Ph. D thesis guided during the last two years	NIL	
23.	Number of Books in the Departmental Library, if any	There is no separate departmental library. However books that are commonly used by staff and students are transferred from the central library and kept in the department for a period of one semester.	
24.	Number of Journals/Periodicals	National:11 International:1 Magazine:3	
25.	Number of Computers	1	NIL
26.	Annual Budget	Rs.1,16,000/-	

		Responses		
1.	Name of the Department	Mathematics		
2.	Year of Establishment	UG:1996,PG:2003,M.Phil: 2005		
3.	Number of teachers sanctioned and present position	17	17	
4.	Number of Administrative Staff	NIL		
5.	Number of technical Staff	NIL		
6.	Number of Teachers and students	UG:432 I : 168 II : 176 III : 88	PG:60 I : 25 II : 35	M.Phil :21
7.	Demand Ratio (No. of Seats: No. of Applications)	UG:258:240 PG: 40:38 M.Phil:21:21		
8.	Ratio of Teachers to students	1:29		
9.	Number of research Scholars who had their master’s degree from other institutions	11		
10.	The year when the curriculum was revised last	UG: 2010- 2011	PG: 2008- 2009	M.Phil: 2009- 2010
11.	Number of students passed NET/SLET etc.(Last Two years)	NIL		
12.	Success rate of students (What is the pass percentage as compared to the University average?)	UG:96.15% PG:100% M.Phil:100%		
13.	University Distinctions / Ranks	UG: University Distinction: 31 University Ranks: 3 PG: University Distinctions:8 University Ranks:4		
14.	Publications by faculty (Last 5 years)	NIL	NIL	
15.	Awards and recognition received by faculty (Last 5 years)	27		
16.	Faculty who have Attended National and	7	NIL	

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	International Seminars (Last five years)		
17.	Number of National and International seminars organized (Last five years)	5	NIL
18.	Number of teachers engaged in consultancy and the revenue generated	NIL	NIL
19.	Number of Ongoing projects and its total outlay	NIL	NIL
20.	Research projects completed during last two year & its total outlay	NIL	NIL
21.	Number of inventions and patents	NIL	NIL
22.	Number of Ph. D thesis guided during the last two years	NIL	
23.	Number of Books in the Departmental Library, if any	There is no separate departmental library. However books that are commonly used by staff and students are transferred from the central library and kept in the department for a period of one semester.	
24.	Number of Journals/Periodicals	National:11 International:1 Magazine: NIL	
25.	Number of Computers	1	NIL
26.	Annual Budget	Rs.92,000/-	

		Responses		
1.	Name of the Department	Microbiology		
2.	Year of Establishment	UG:1997,PG:1999,M.Phil:2004		
3.	Number of teachers sanctioned and present position	10	10	
4.	Number of Administrative Staff	NIL		
5.	Number of technical Staff(Lab Assistants)	2		
6.	Number of Teachers and students	UG:58 PG:44 M.Phil :12 I : 25 I : 16 II : 25 II : 28 III : 8		
7.	Demand Ratio (No. of Seats: No. of Applications)	UG:40:25 PG:28:20 M.Phil:12:12		
8.	Ratio of Teachers to students	1:10		
9.	Number of research Scholars who had their master’s degree from other institutions	7		
10.	The year when the curriculum was revised last	UG: 2008- 2009	PG: 2008- 2009	M.Phil: 2009- 2010
11.	Number of students passed NET/SLET etc.(Last Two years)	NIL		
12.	Success rate of students (What is the pass percentage as compared to the University average?)	UG:100% PG:100% M.Phil:100%		
13.	University Distinctions / Ranks	UG: University Distinction: 4 University Ranks: 1 PG: University Distinctions:8 University Ranks:1		
14.	Publications by faculty (Last 5 years)	8	27	
15.	Awards and recognition received by faculty (Last 5 years)	22(Cash award)		
16.	Faculty who have Attended National and	10	4	

NAAC-REACCREDITATION REPORT

	International Seminars (Last five years)		
17.	Number of National and International seminars organized (Last five years)	6	2
18.	Number of teachers engaged in consultancy and the revenue generated	NIL	NIL
19.	Number of Ongoing projects and its total outlay	1	Rs.3.84Lakhs
20.	Research projects completed during last two year & its total outlay	NIL	NIL
21.	Number of inventions and patents	NIL	NIL
22.	Number of Ph. D thesis guided during the last two years	NIL	
23.	Number of Books in the Departmental Library, if any	There is no separate departmental library. However books that are commonly used by staff and students are transferred from the central library and kept in the department for a period of one semester.	
24.	Number of Journals/Periodicals	National:12 International:1 Magazine:2	
25.	Number of Computers	1	NIL
26.	Annual Budget	Rs. 2,00,287/-	

		Responses	
1.	Name of the Department	Biochemistry	
2.	Year of Establishment	UG:1997,PG:2004	
3.	Number of teachers sanctioned and present position	12	12
4.	Number of Administrative Staff	NIL	
5.	Number of technical Staff(Lab Assistants)	2	
6.	Number of students	UG:38 PG:30 I : 15 I : 12 II : 23 II : 18 III : Nil	
7.	Demand Ratio (No. of Seats: No. of Applications)	UG:40:16 PG:40:12	
8.	Ratio of Teachers to students	1:6	
9.	Number of research Scholars who had their master's degree from other institutions	NIL	
10.	The year when the curriculum was revised last	UG: 2007- 2008	PG: 2007- 2008
11.	Number of students passed NET/SLET etc.(Last Two years)	1	
12.	Success rate of students (What is the pass percentage as compared to the University average?)	UG:100% PG:100%	
13.	University Distinctions / Ranks	UG: University Distinction: 7 University Ranks: 2 PG: University Distinctions:8 University Ranks:4	
14.	Publications by faculty (Last 5 years)	1	5
15.	Awards and recognition received by faculty (Last 5 years)	35	
16.	Faculty who have Attended National and International	6	4

NAAC-REACCREDITATION REPORT

	Seminars (Last five years)		
17.	Number of National and International seminars organized (Last five years)	1	NIL
18.	Number of teachers engaged in consultancy and the revenue generated	NIL	NIL
19.	Number of Ongoing projects and its total outlay	NIL	NIL
20.	Research projects completed during last two year & its total outlay	NIL	NIL
21.	Number of inventions and patents	NIL	NIL
22.	Number of Ph. D thesis guided during the last two years	NIL	
23.	Number of Books in the Departmental Library, if any	There is no separate departmental library. However books that are commonly used by staff and students are transferred from the central library and kept in the department for a period of one semester.	
24.	Number of Journals/Periodicals	National:8 International:1 Magazine:1	
25.	Number of Computers	1	NIL
26.	Annual Budget	Rs.3,15,000/-	

		Responses		
1.	Name of the Department	Biotechnology		
2.	Year of Establishment	UG:2002,PG:2001, M.Phil:2007		
3.	Number of teachers sanctioned and present position	10	10	
4.	Number of Administrative Staff	NIL		
5.	Number of technical Staff	5		
6.	Number of students	UG:65 I : 32 II : 17 III : 16	PG:32 I : 12 II : 20	M.Phil :18
7.	Demand Ratio (No. of Seats: No. of Applications)	UG:75:45 PG:68:16 M.Phil:18:18		
8.	Ratio of Teachers to students	1:10		
9.	Number of research Scholars who had their master’s degree from other institutions	8		
10.	The year when the curriculum was revised last	UG: 2008- 2009	PG: 2008- 2009	M.Phil: 2009- 2010
11.	Number of students passed NET/SLET etc.(Last Two years)	NIL		
12.	Success rate of students (What is the pass percentage as compared to the University average?)	UG:100% PG:100% M.Phil:100%		
13.	University Distinctions / Ranks	UG: University Distinction: 9 University Ranks: 4 PG: University Distinctions:19 University Ranks:3		
14.	Publications by faculty (Last 5 years)	2articles (3Books)	7	
15.	Awards and recognition received by faculty (Last 5 years)	45		
16.	Faculty who have Attended National and	13	1	

NAAC-REACCREDITATION REPORT

	International Seminars (Last five years)		
17.	Number of National and International seminars organized (Last five years)	4	NIL
18.	Number of teachers engaged in consultancy and the revenue generated	NIL	NIL
19.	Number of Ongoing projects and its total outlay	3	Rs. 25,61,500 /-
20.	Research projects completed during last two year & its total outlay	3	Rs. 11,85,000 /-
21.	Number of inventions and patents	NIL	NIL
22.	Number of Ph. D thesis guided during the last two years	NIL	
23.	Number of Books in the Departmental Library, if any	There is no separate departmental library. However books that are commonly used by staff and students are transferred from the central library and kept in the department for a period of one semester.	
24.	Number of Journals/Periodicals	National:14 International:2 Magazine:1	
25.	Number of Computers	1	1
26.	Annual Budget	Rs.14,02,000/-	

		Responses	
1.	Name of the Department	Bioinformatics	
2.	Year of Establishment	UG:NIL PG:2002	
3.	Number of teachers sanctioned and present position	2	2
4.	Number of Administrative Staff	NIL	
5.	Number of technical Staff	2	
6.	Number of students	PG:9 I : 5 II : 4	
7.	Demand Ratio (No. of Seats: No. of Applications)	UG:NIL PG:40:6	
8.	Ratio of Teachers to students	1:5	
9.	Number of research Scholars who had their master's degree from other institutions	NIL	
10.	The year when the curriculum was revised last	UG: NIL	PG: 2007- 2008
11.	Number of students passed NET/SLET etc.(Last Two years)	NIL	
12.	Success rate of students (What is the pass percentage as compared to the University average?)	UG:NIL PG:100%	
13.	University Distinctions / Ranks	UG :NIL PG: University Distinctions:4 University Ranks:3	
14.	Publications by faculty (Last 5 years)	3	
15.	Awards and recognition received by faculty (Last 5 years)	10	
16.	Faculty who have Attended National and International Seminars (Last five years)	4	1

NAAC-REACCREDITATION REPORT

17.	Number of National and International seminars organized (Last five years)	4	NIL
18.	Number of teachers engaged in consultancy and the revenue generated	NIL	NIL
19.	Number of Ongoing projects and its total outlay	NIL	NIL
20.	Research projects completed during last two year & its total outlay	NIL	NIL
21.	Number of inventions and patents	NIL	NIL
22.	Number of Ph. D thesis guided during the last two years	NIL	
23.	Number of Books in the Departmental Library, if any	There is no separate departmental library. However books that are commonly used by staff and students are transferred from the central library and kept in the department for a period of one semester.	
24.	Number of Journals/Periodicals	NIL	
25.	Number of Computers	1	27
26.	Annual Budget	Rs.1,15,000/-	

		Responses	
1.	Name of the Department	Computer Applications	
2.	Year of Establishment	UG:1999, PG:1999	
3.	Number of teachers sanctioned and present position	22	22
4.	Number of Administrative Staff	NIL	
5.	Number of technical Staff	8	
6.	Number of Teachers and students	UG:456 I : 106 II : 118 III : 232	PG:251 I : 13 II : 119 III : 119
7.	Demand Ratio (No. of Seats: No. of Applications)	UG:240:128 PG:120:167	
8.	Ratio of Teachers to students	1:32	
9.	Number of research Scholars who had their master's degree from other institutions	NIL	
10.	The year when the curriculum was revised last	UG: 2010- 2011	PG: 2008- 2009
11.	Number of students passed NET/SLET etc.(Last Two years)	NIL	
12.	Success rate of students (What is the pass percentage as compared to the University average?)	UG:99% PG:99%	
13.	University Distinctions / Ranks	UG: University Distinction: 56 University Ranks: NIL PG: University Distinctions:79 University Ranks:1	
14.	Publications by faculty (Last 5 years)	1 Book	1 Journal
15.	Awards and recognition received by faculty (Last 5 years)	33	
16.	Faculty who have Attended National and International Seminars (Last five years)	12	2

NAAC-REACCREDITATION REPORT

17.	Number of National and International seminars organized (Last five years)	3	1
18.	Number of teachers engaged in consultancy and the revenue generated	NIL	NIL
19.	Number of Ongoing projects and its total outlay	NIL	
20.	Research projects completed during last two year & its total outlay	NIL	NIL
21.	Number of inventions and patents	NIL	NIL
22.	Number of Ph. D thesis guided during the last two years	NIL	
23.	Number of Books in the Departmental Library, if any	There is no separate departmental library. However books that are commonly used by staff and students are transferred from the central library and kept in the department for a period of one semester.	
24.	Number of Journals/Periodicals	National: 24 International: 24	
25.	Number of Computers	1	199
26.	Annual Budget	Rs.29,50,000/-	

		Responses	
1.	Name of the Department	Computer Science	
2.	Year of Establishment	UG:1997,PG:2000	
3.	Number of teachers sanctioned and present position	13	13
4.	Number of Administrative Staff	NIL	
5.	Number of technical Staff	3	
6.	Number of Teachers and students	UG:268 PG:33 I : 85 I : 23 II : 61 II : 10 III : 122	
7.	Demand Ratio (No. of Seats: No. of Applications)	UG:120:156 PG:40:34	
8.	Ratio of Teachers to students	1:23	
9.	Number of research Scholars who had their master's degree from other institutions	NIL	
10.	The year when the curriculum was revised last	UG: 2010- 2011	PG: 2010- 2011
11.	Number of students passed NET/SLET etc.(Last Two years)	NIL	
12.	Success rate of students (What is the pass percentage as compared to the University average?)	UG:100% PG:100%	
13.	University Distinctions / Ranks	UG: University Distinction: 45 University Ranks: 1 PG: University Distinctions:6 University Ranks:5	
14.	Publications by faculty (Last 5 years)	NIL	
15.	Awards and recognition received by faculty (Last 5 years)	21	
16.	Faculty who have Attended National and International	7	NIL

NAAC-REACCREDITATION REPORT

	Seminars (Last five years)		
17.	Number of National and International seminars organized (Last five years)	12	NIL
18.	Number of teachers engaged in consultancy and the revenue generated	NIL	NIL
19.	Number of Ongoing projects and its total outlay	NIL	NIL
20.	Research projects completed during last two year & its total outlay	NIL	NIL
21.	Number of inventions and patents	NIL	NIL
22.	Number of Ph. D thesis guided during the last two years	NIL	
23.	Number of Books in the Departmental Library, if any	There is no separate departmental library. However books that are commonly used by staff and students are transferred from the central library and kept in the department for a period of one semester.	
24.	Number of Journals/Periodicals	National:26 International:46 Magzines:7	
25.	Number of Computers	1	87
26.	Annual Budget	Rs.20,10,000/-	

NAAC-REACCREDITATION REPORT

		Responses	
1.	Name of the Department	Information Technology	
2.	Year of Establishment	UG:2001,PG:2000	
3.	Number of teachers sanctioned and present position	5	5
4.	Number of Administrative Staff	NIL	
5.	Number of technical Staff	3	
6.	Number of Teachers and students	UG:81 I : 17 II : 10 III : 54	PG:26 I : 15 II : 11
7.	Demand Ratio (No. of Seats: No. of Applications)	UG:60:26 PG:40:22	
8.	Ratio of Teachers to students	1:21	
9.	Number of research Scholars who had their master's degree from other institutions	NIL	
10.	The year when the curriculum was revised last	UG: 2010- 2011	PG: 2010- 2011
11.	Number of students passed NET/SLET etc.(Last Two years)	NIL	
12.	Success rate of students (What is the pass percentage as compared to the University average?)	UG: 100% PG: 100%	
13.	University Distinctions / Ranks	UG: University Distinction: 24 University Ranks: 1 PG: University Distinctions:10 University Ranks:3	
14.	Publications by faculty (Last 5 years)	NIL	
15.	Awards and recognition received by faculty (Last 5 years)	11	
16.	Faculty who have Attended National and International Seminars (Last five years)	2	NIL

NAAC-REACCREDITATION REPORT

17.	Number of National and International seminars organized (Last five years)	12	NIL
18.	Number of teachers engaged in consultancy and the revenue generated	NIL	NIL
19.	Number of Ongoing projects and its total outlay	NIL	NIL
20.	Research projects completed during last two year & its total outlay	NIL	NIL
21.	Number of inventions and patents	NIL	NIL
22.	Number of Ph. D thesis guided during the last two years	NIL	
23.	Number of Books in the Departmental Library, if any	There is no separate departmental library. However books that are commonly used by staff and students are transferred from the central library and kept in the department for a period of one semester.	
24.	Number of Journals/Periodicals	NIL	
25.	Number of Computers	1	87
26.	Annual Budget	Rs.2,02,000/-	

PART - II

**THE EVALUATIVE
REPORT**

Executive Summary

1. Introduction:

Dhanalakshmi Srinivasan College of Arts and Science for Women run by the Dhanalakshmi Srinivasan Charitable and Educational Trust, meant exclusively for women was established in a rural place in the most backward districts of Tamil Nadu. It got recognized by the UGC under 2(f) and 12(B) in the year 2003. The College endeavors to create and disseminate knowledge, as “Knowledge is Power”. The college seeks to function through mutual love and respect, with efficiency and creativity catering to the educational needs of all. The Mission of the college is to impact a liberal, modern, sound and quality education to women students at an affordable cost especially to women from the poorest and rural strata of the society in frontier areas such as Bio-Technology, Bio-Informatics, Computer Science and Computer Applications, Information Technology etc.

The College has subjected itself to NAAC accreditation during the year 2006 and NAAC had awarded us “A” grade. The Peer committee made suggestions for improvement and these have been addressed and the details are provided at the end of each criterion. The College has also submitted itself to external Academic and Administrative Audit thrice during the 4 years period between 2007 and 2011. The suggestions of these Audit committees have also been addressed under each criterion.

2. Curricular Aspects:

The College campus, located in a sprawling area of 25 acres, has 12 departments offering 13 UG, 14 PG and 6 M.Phil programmes. There are 195 faculty members addressing the needs of 3353 students. All UG and PG programmes are run under Choice Based Credit Systems (CBCS), with flexibility for the students in course option outside her discipline; some credits have to be earned outside the group of related disciplines. All the programmes are designed with direct career relevance.

Although the curriculum and syllabi are designed by the affiliating university and are required to be followed by the college, the University revises syllabus as and when required. The curricular structure provides ample scope for theory, practical field work and project work. All the PG programmes have project work as a compulsory component. The student feedback on the curricular and other matters are obtained, analyzed and used for improving all facets of curricular, co-curricular and extra-curricular aspects.

3. Teaching – Learning and Evaluation:

The teaching learning process is strengthened through lectures, seminars, field visits, intensive laboratory work and project work. In this process audio – visual equipments and latest pedagogy are used to improve the teaching method. Student admission is based on their marks in the qualifying examination and also under the government of Tamilnadu rules on communal reservations. At the time of admission, teaching schedule and academic calendar are informed to the students. The classes are handled by eminent faculty. Faculty are stimulated to keep acquaintance once with the latest developments in their respective subjects through the well- equipped library, seminar participation, internet browsing etc. Computer/ Internet facilities are provided to all faculty and students. The fully Air-Conditioned Central library is automated and has a very good collection of books, Periodicals/Journals and Back Volumes. It also enjoys the connection to nearly 5000 e- journals through the University- UGC Inflibnet Programme.

The evaluation system is another strong point. The College follows semester system, with provisions for continuous Internal Assessment for 25% of the Marks. There is single valuation in UG and PG programmes, there is provision for retotalling/ revaluation and students can get Photo Copy of the valued answer scripts. Thus, there is an absolute transparency, which greatly adds to the credibility of the examination system. Initiatives have been made towards tutorial system, bridge courses, remedial teaching etc for weaker students.

On the limitation side, the college does not have the power to design its own curricular and course patterns or to conduct the evaluation part.

4. Research, Consultancy and Extension:

The College has received two Major and two Minor research projects from Central Government Agencies. The Management constantly strives very hard to promote research, consultancy and extension activities by providing whatever possible incentive it can provide. The College has Ph.D degree holders and M.Phil degree holders as faculty members and quite a number of teachers have enrolled themselves for Ph.D part time degree programme. The College has organized a number of Seminars, Symposium, Conferences, and Workshops at the National, and International levels. Papers are presented by staff in the National, International level Conferences and Seminars. The extension activities carried out by the faculty of the college, given the limitations are also fairly impressive.

5. Infrastructure and Learning Resources:

The Campus area, running over 25 acres, has a vast potential for expansion of academic activities. There is a total built-up area of 46,995 sq.m with well furnished class rooms, sophisticated state- of-the-art laboratories, spacious administrative buildings, library etc. The building facilities are adequate for all the existing programmes. There are 1238 students accommodated in the hostel, which has all needed facilities like, mineral water plant, hygienic and swimming pool, and modern kitchen with sophisticated machines, gymnasium, well-furnished rooms and spacious dining hall. Other campus facilities include A/C Auditorium, Internet room, Computer Center, Health Center (with a Visiting Doctor), Vehicle Parking Sheds etc. Vermicomposting yard which supplies organic manure to the herbal garden established by the College. The Herbal garden has almost all the common medicinal plants tendered and maintained. Edible mushrooms are also cultivated in the mushroom cultivation hut by the Department of Biotechnology.

6. Student support and progression:

The student spread indicates fairly a good number hailing from parts of the country other than Tamilnadu. The main source of attraction is the excellent ambience

of the college, rural setup and the excellent infrastructure facilities enjoyed by the students. The college admits mostly students from weaker sections of the society, from the rural environment. Although a self-financing institution, it enables students avail as many types of scholarship sponsored by government as possible, besides the college itself providing financial assistance to the needy. The students are made aware of rules and regulations, academic calendar, faculty, availability of various programmes etc. Career Guidance and Counselling is done by Co-ordinators at the department-level. The Training and Placement Cell and the Alumnae Association function to their fullest potential. Campus interviews by potential employers are organised. Efforts are made to collect feedback from the current and the past students about various dimensions of the college and its programmes in order to have a more effective functioning of the training and placement cell as well as the alumnae association respectively.

7. Governance and Leadership:

The College has various committees for effective and better administration. These committees discuss various issues and complexities in depth and recommend decisions to the college management through the principal. This enables a *de facto* decentralization involving wider participation of the faculty and others in decision making. Related to the above, is the practice of delegation of powers from authorities to the committees and such a delegation of power has lead to not only a sense of involvement of faculty members but also speedy and effective administration. The management deserves commendation for strengthening the resource base of the college.

8. Innovative Practices:

The College has initiated many healthy practices. To cite some of them. Introduction of Computer Science/Information Technology education as well as education in other frontier areas of Science and Technology to benefit women students, especially from the rural area and from poor and socio-economically weaker societies promoting cultural, moral, ethical and environmental values to women. Effective functioning of the Internal Quality Assurance Cell (IQAC) to promote and

sustain quality in academic administrative spheres, providing incentives to teachers who perform well, inculcating social responsibilities and citizenship roles in students through structures such as National Cadet Corps (NCC), National Service Scheme (NSS), Youth Red Cross (YRC), Rotaract, Consumer Club, Exnora etc. Group Insurance Scheme is made available for all students and staff at a nominal annual premium of Rs. 25/-

CRITERION-WISE EVALUATIVE REPORT

Criterion I: Curricular Aspects

1.1 Curriculum Design and Development

1.1.1 State the vision and mission of the institution, and how it is communicated to the student, teachers, staff and other stakeholders?

VISION

The college endeavors to create and disseminate knowledge, as Knowledge is Power. The vision of the college is represented in its emblem. Further, the college seeks to function through mutual love and respect, with efficiency and creativity catering to the educational needs of all.

MISSION

The mission is to impart a liberal, modern and sound education in language, humanities and sciences, inculcating in women students a sense of human values, a spirit of patriotism, national integration, and democratic outlook as well as honing their skills and chiseling them as multi-dimensional personalities. It is also the mission of the college to provide the highest quality education at an affordable cost to women students especially from the poorest strata of the society and from an exclusively rural background of one of the most backward districts of Tamilnadu.

The Vision & Mission is displayed at various places throughout the college campus as well as through website, brochures, calendars and annual magazines.

1.1.2 How does the mission statement reflect the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's tradition and value orientation?

The college is exclusively a women's college. It is located in Perambalur, a rural town in one of the most backward districts of Tamil Nadu. The institution specifically provides chance for women students of this rural backdrop to study programmes in frontier areas such as Biotechnology, Bioinformatics, Computer

Science, Information Technology, Computer Applications apart from Diploma and value added Certificate courses. The ever changing global economy and the business landscape, cut-throat explosive development in science and technology have increased the demands and expectations of the customers, which in turn contribute to more innovative thinking and approaches. The College constantly encourages students to come up with more inventive solutions to help them have a clear edge over others.

1.1.3 Are the academic programmes in line with the institution's goals and objectives? If yes, give details on how the curricula developed/adopted, address the needs of the society and have relevance to regional/national and global trends and developmental needs?(access to the Disadvantaged , Equity, Self development, Community and National Development , Ecology and environment, Value orientation, Employment, ICT introduction, Global and National demands and so on)

The academic programmes in the college are in tune with the institution's goals and objectives. The curriculum prepared by the affiliating University is well studied by the concerned teachers and imparted to the students. However, the college, through its teachers, provides critical feedback to the University about the curriculum, when needed, for effective revision and implementation, on the whole the University's academic programmes are so designed as to provide access to the disadvantaged, equity, self-development, community and national development, environmental orientation, employment etc., They also cater to Global and National demands and give scope for the following:

- To promote skill-oriented programmes for women students.
- To strive for sustainable community development through extension activities.
- To develop the personality of students.
- To offer value education.

1.1.4 How does the curriculum cater to inclusion/integration of Information and Communication Technology (ICT) in the curriculum, for equipping the students to compete in the global employment markets?

Most of the departments have introduced new concepts through skill based papers, computer based papers & certificate courses. More attention is paid to basic internet knowledge and group discussion. Classes are provided through LCD, OHP, and through Internet Browsing. This enables students to compete in the global employment market. Assignment, e-learning digital library, learning through internet and other softwares are highly promoted.

1.1.5 Specify the initiatives and contributions of the institution in the curriculum design and development process.(Need assessment, development of information database, feedback from faculty, students alumni, employees and academic peers and communicating the information and feedback for appropriate inclusion decisions in statutory academic bodies, Membership of BOS and by sending agenda items etc.)

Since our institution is affiliated to Bharathidasan University, we follow the curriculum, developed by the affiliating University. Necessary suggestions when needed are sent to the University based on the inputs received from the stakeholders.

1.2 Academic Flexibility

1.2.1 What are the range of programme options available to learners in terms of Degrees, Certificates and Diplomas?

Totally there are 37 programmes offered as degree, diploma and certificate programmes.

UG Programmes:

B.A English

B.B.A

B.Com

B.C.A

B.Lit. – Tamil

B.Sc. – Biochemistry, Biotechnology, Chemistry, Computer Science, Information Technology, Mathematics, Microbiology and Physics.

PG Programmes:

M.A English, Tamil

M.B.A

M.Com

M.C.A

M.Sc. – Biochemistry, Bio informatics, Biotechnology, Chemistry, Computer Science, Information Technology, Mathematics, Microbiology and Physics.

M.Phil Programmes:

Biotechnology, Chemistry, Mathematics, Commerce, Microbiology and Tamil

Ph.D Programmes*:

Tamil, Chemistry, Mathematics, and Environmental Science.

PG Diploma Programmes:

PGDCA, PGDBI

Certificate Programmes:

Tally, Functional English

**Applied to the affiliating University*

1.2.2 Give details on the following provisions with reference to academic flexibility, value addition and course enrichment:

- a) Core option**
- b) Elective option**
- c) Add on course**
- d) Interdisciplinary course**
- e) Flexibility to the students to move from one discipline to another**
- f) Flexibility to pursue the programme with reference to the time frame (flexible time for Completion)**

For a, b, c, d, we follow the affiliating Bharathidasan University's curriculum and syllabi which is based on CBCS pattern. The University takes necessary steps to provide the students courses on core, elective and interdisciplinary subjects.

e) Students are permitted to shift from one discipline to another with prior permission from the University in accordance with the University norms.

f) The College follows the norms of Bharathidasan University with reference to the time frame of 3 years(6 semesters for UG and 2 years (4 semesters) for PG except MCA(6 semesters) and 1 year(2 semesters)for diploma and M.Phil programmes. Students failing in one or more subjects can reappear and complete the programme even after the fixed time frame.

1.2.3 Give details of the programmes and other facilities available for international students (if any).

So far, the College has not introduced any programmes for international students.

**1.2.4 Does the institution offer any self-financed programmes in the institution?
If yes, list them and indicate how they differ from other programmes,
with reference to admission, curriculum, fee structure, teacher
qualification and salary etc.**

Yes, the institution is a self-financing institution. All programmes offered in the institution are as per the norms and regulations of the affiliating University.

1.3 Feedback on Curriculum

1.3.1 How does the college obtain feedback on curriculum from

- a. Students?**
- b. Alumni?**
- c. Parents?**
- d. Employers/Industries?**
- e. Academic Peers?**
- f. Community?**

The college obtains feedback on curriculum from students, alumnae, parents, employers, academic peers, community and industries. The feedback is discussed in the respective departments and is communicated to affiliating University for appropriate modification, whenever it is necessary.

1.3.2 How is the above feedback analyzed and the outcome / suggestions used for continuous improvement, and communicated to the affiliating University for appropriate inclusion?

The mechanism involves a meeting of the HODs organized by the IQAC. The proceedings of the meeting are then forwarded to the University for improving the curriculum, when necessity arises.

1.4 Curriculum update

1.4.1 What is the frequency and the basis for syllabus revision and what are the major revisions made during the last two years?

The syllabus is revised by the University based on the latest trends in various disciplines. During the last revision in 2009, needs of the society were taken care of through the introduction of the following:

SBE- Skill Based Elective

NME-Non-Major Elective

GS-Gender Studies

VE-Value Education

ES- Environmental Science was introduced in the relevant discipline.

1.4.2 How does the institution ensure that the curriculum bears a thrust on core values adopted by NAAC?

The curriculum of the institution is prepared by the affiliating Bharathidasan University which takes care of the core values criteria adopted by NAAC.

1.4.3 Does the institution use the guidelines of statutory bodies (UGC/AICTE/State Council of HE and other bodies) for developing and/ or restructuring the curricula?

The affiliating Bharathidasan University forms or restructures the curriculum based on the guidelines of the statutory bodies.

1.4.4 How are the existing courses modified to meet the emerging /changing National and global trends?

The University keeps pace with changing global and national trends through International Journals, Seminars, the internet etc and makes useful suggestions to the different boards of studies, thus effecting relevant changes in the existing programmes.

1.5 Best Practices in Curricular Aspects

1.5.1 What are the quality sustenance and quality enhancement measures undertaken by the institution during the last five years in the curricular aspects?

The College is affiliated to Bharathidasan University. So we are not in a position to directly promote the quality of curriculum. However the college always provides good suggestions to the University for enhancing quality as well as sustaining the same.

1.5.2 What best practices in ‘Curricular Aspects’ have been planned/implemented by the institution?

The University follows CBCS pattern in executing the syllabi thus introducing many good practices.

Suggestions for Criterion – I made by NAAC peer team and the action taken by the college on these suggestions

1. A formal linkage is to be established with the nearby academic institutions and the employers.

Yes, a formal linkage for guest lectures, seminars, workshops, and symposia is established with the nearby academic institutions and its employers of students.

2. The teachers in addition to the University prescribed curriculum should give additional information on the subject they teach so that students would be prepared for accepting any job on completion of their courses.

Yes, the institution is providing job oriented courses like certificate/ diploma programmes and IGNOU courses. Skill Oriented and Personality Development Programmes and moral values are also taught.

3. Few more value oriented vocational courses be introduced

Vocational courses like certificate courses in Tally, Functional English and diploma courses in Computer Applications, Bioinformatics have been introduced. Courses are also offered through IGNOU on convergence basis.

4. Along with other certificate courses offered by the department of computer science DTP could also be introduced which has got more job potential.

DTP is offered as a Skill Based Elective Paper.

5. A few more self financing courses, like nanoscience and nanotechnology, internal business and integrated five years (master's degree) course in economics may be introduced in the interest of students.

Since the college is set in a rural backdrop, takers for nanoscience and nanotechnology are almost nil when the college introduced the same. Similarly, internal business programme also did not attract students.

The affiliating University does not permit five year internal courses to be run by colleges. However these programmes would be initiated once there are takers for them.

6. The college may think of using Alumnae association to strengthen the academic base further.

Alumnae association meet is organized every year in order to strengthen our ties with our alumnae. Our alumnae are constantly encouraging us as well as helping us in strengthening our academic base. Their feedback has largely helped the college improve itself. Alumnae help us in placement activities too.

Criterion II: Teaching-Learning and Evaluation

2.1 Admission process and Student Profile.

2.1.1 How does the institution ensure wide publicity to the admission process?

- a. Prospectus**
- b. Institutional Website**
- c. Advertisement in Regional/National Newspaper**
- d. Any other(specify)**

The admission notification is published through advertisements in leading national and regional news papers and TV channels. The admission notification is also displayed in the college website. The notification has detailed information about the various courses offered, their eligibility criteria and process of admission. A profile of the college is given to the students along with the Application. The admission is made purely on the basis of merit, in the qualifying examination, and on the guidelines of Tamil Nadu Government on communal reservation for UG, PG and M.Phil programmes or on the entrance test or in both. Candidates who have appeared for CET/TANCET are admitted to AICTE approved programmes like MCA and MBA. The selected candidates' list is displayed on the notice board.

2.1.2. How are the students selected for admission to the following courses? Give the cut-off percentage for admission at the entry level?

- a. General**
- b. Professional**
- c. Vocational**

Students are selected for admission to the following courses.

UG Programmes - pass in Plus 2.

PG or PG Diploma programmes - pass in UG, any discipline.

M.Phil - Minimum 50% of marks in PG.

a) General Courses:

For admission, a merit list is prepared on the basis of marks obtained by the applicants at the plus two level for the UG graduation, and at the graduation level for the post graduate courses, the students are also tested through entrance test for the PG programme. Previous academic performance is also accorded weightage while preparing the final merit list at the time of admission.

b) Professional Courses:

Admissions are made on the basis of entrance test like TANCET/CET to AICTE approved programmes. The past academic record of the candidate is also given weightage while preparing the final merit list.

c) Vocational Courses:

Vocational courses like certificate, diploma, and IGNOU courses are offered based on minimum eligibility criteria.

2.1.3 How does the Institution ensure transparency in the Admission process?

Admission to all programmes are advertised in leading newspapers.

Admission is made purely on the basis of merit, in the qualifying examination, and on the guidelines of Tamil Nadu Government on communal reservation for UG, PG and M.Phil programmes or in the entrance test or in both. Candidates who have appeared for CET/TANCET are admitted to AICTE approved programmes like MCA and MBA. The list of selected candidates is displayed on the notice board.

2.1.4 How do you promote access to ensure equity?

- a) Students from disadvantaged community**
- b) Women**
- c) Differently-abled**
- d) Economically-weaker sections**
- e) Sports personnel**
- f) Any other(specify)**

a) Disadvantaged community:

The location of the college itself helps the disadvantaged poor rural women students to seek higher education. Many students who get admission belong to the disadvantaged community.

b) Women:

The College is exclusively for women.

c) Differently- abled:

Differently-abled persons are admitted on preference to various courses. They are given priority loans, scholarships and free books. A battery car is available for transportation of differently abled students.

d) Economically - weaker section:

Various scholarships are provided to students based on community. Fees waiver is given to economically weak students. State Government scholarships are also provided through the institution. Indira Gandhi single female child scholarship is given to eligible post-graduate students.

e) Athletics and sports persons:

50% concession is provided by the college in the hostel fee and transportation fee to those players who are part of the university teams.

Special nutritious diet is given to players of all events representing the college.

Special awards are given to the best outgoing sportswomen.

2.2 Catering to Diverse Needs:

2.2.1 Is there a provision for assessing the students' knowledge and skills before the commencement of the programme? If yes, give details on the strategies of the institution to bridge the knowledge gap of the incoming students for enabling them to cope with the programme to which they are controlled?

The knowledge level of the students joining in the first year UG and PG programmes are assessed orally and through tests before the commencement of the programmes. Based on these, students who are poor in communication skills are identified and given a bridge course in English in the first year of the under graduate study. Orientation Programmes are also conducted for the below average students in Mathematics and Computer Science. Performance of the students in the first and second internal tests which are part of continuous internal assessment also help in understanding the students' subject knowledge. Based on these tutorial systems are planned and executed, whenever necessary.

2.2.2 How does the institution identify slow and advanced learners? Give details on the strategies adopted for facilitating slow and advanced learners

The advanced learners and slow learners of a subject are identified by the faculty based on their performance in the early Continuous Internal Assessments. They are also identified based on their degree of active participation, involvement and performance in the class room, practical sessions and Questioning hours in class rooms.

Specific strategies for the advanced learners:

- Provision of additional learning, reference books, book bank, review articles and report, CDs and internet facilities are provided.
- Participation in problem solving and decision making exercises.
- Seminars on selected reference topics.
- Project work based on theoretical or practical work.

- Selecting them as team leaders and facilitators of teams comprising, medium and slow learners.
- Language laboratory training.

Strategies for Slow learners:

- Tutorial, discussion, interaction and remedial coaching, social counselling.
- Concept clarification and problem solving exercises.
- Providing simple and standard notes, course materials.
- Revision of theory and practical.
- Assignments on important topics.
- Steps to develop their communication skills, art of reading and learning.
- Monitoring their progress after every Internal Assessment examination and model examination.
- Language laboratory training.

2.2.3 Does the institution have a provision for tutorials for the students? If yes give details?

Yes. Tutorial classes are held for all slow learners in all programmes. Each teacher takes care of 35 students and meets them once in a week

2.2.4 Is there a provision for mentoring of students or any similar process? If yes give details.

Yes, there is a provision for mentoring of the students through students counselling, as well as Grievances & Redressal cell. Progress report is sent to parents. Students' personal record is maintained in the department.

2.2.5 How does the institution cater to the needs of differently-abled students?

Transport facility, bus fees concession, scholarship is arranged for differently-abled students. A battery car is available for transportation of differently-abled students.

2.3 Teaching Learning Process

2.3.1 How does the institution plan and organize the teaching-learning and evaluation schedules? (Academic calendar, teaching plan and evaluation blue print, etc.)

The institution plans and organizes, the teaching-learning evaluation schedule based on the university's academic calendar. It is done semester wise. The university insists on a minimum of 90 working days attendance per semester and this is strictly adhered to by the college.

The Internal Assessment examinations are conducted for monitoring the student's academic performance. Tutorial classes are conducted for all the slow learners in all programmes. The departments also organize seminars, workshops, symposia, conferences and undertake industrial visit. The college calendar is drawn every year by the calendar committee

- The regulations of each course (UG or PG) specify the frame work for academic schedule.
- The number of semesters, working days, schedule of CIA, and semester end examination, and any other related information is printed every year in the calendar.

2.3.2 What are the various teaching-learning methods (lecturer method, interactive method, project-based learning, computer-assisted learning, experimental learning, seminars and others) used by the teachers? Give details.

- All courses taught in each department are usually based on lecture method.
- Tutorials, assignments, project writing and seminars are given to students. The departments include the following practices like group discussion, preparation of models, laboratory work, Power Point Presentation using LCD, assignments, fieldwork, quiz programs and visit to relevant

industries. Departments also have specific clubs that encourage students' creative activities.

2.3.3. How is learning made student-centric? What are the institutional strategies, which contribute to acquisition of life skills, knowledge management skills and lifelong learning?

Learning is made student-centric. Students are encouraged to raise questions in the class rooms. They are trained not only to answer the questions but also to question the answers. Group discussions, students' seminars, assignment writing, quiz programmes, preparation of models, participation in Seminars, Conferences, Workshops and Internet browsing are the participatory learning activities adopted by students which contribute to self-management, knowledge development and skill formation.

2.3.4. How does the institution ensure that the students have effective learning experiences? (Use of modern teaching aids and tools like computers, audio-visuals multi-media, ICT, CAL, internet and other information/materials)

- Modern teaching aids like computers, OHP, LCD, slide projectors, etc., are used for teaching. Students are always frank in sharing their experiences and this contributes to enhanced learning process under the supervision of teachers. Students are also encouraged to use Internet.
- Allotment of library hours to students.

2.3.5 How do the students and faculty keep pace with the recent developments in the various subjects?

- Making use of the library especially the recent books and periodicals/journals.
- Making use of the internet facility and downloading recent information.
- Participating in Workshops/Seminars (State/National/International) and presenting papers.

- Organizing Seminars/Workshops/Symposium/Conferences (State / National / International levels).
- Undergoing training in leading institutions/industries.
- Undertaking visit to industries.
- Attending orientation programmes/Refresher courses conducted by various universities through academic staff colleges.
- Organizing invited lectures through experts.
- Use of inter-library loan materials.

2.3.6 Are there departmental libraries for the use of faculty and students? If yes, how effectively are they used for the enhancement of teaching and learning?

All the Departments have library. In this library books, project reports, dissertations, journals, magazines are available for the reference of students and faculty. Faculty members use book as well as e-resource to update relevant teaching material.

2.3.7 Has the institution introduced evaluation of teachers by students? If yes how, is the feedback analyzed and implemented for improvement of teaching?

Yes, in all courses, for every subject, there is students' assessment of teachers. The assessment reports are evaluated using specially programmed software. Those teachers who fail to impress the student that is, those who get less than 80% in the evaluation are counseled by the HoD and the Principal. In cases, where the HoD herself has not got the required percentage, she is counseled by the Principal.

2.4 Teacher Quality

2.4.1 How are the members of the faculty selected? Does the college have the required number of qualified and competent teachers to handle all the courses? if not, how does the institution cope with the requirement?

The members of the faculty are selected as per UGC guidelines. Applications are invited from suitably qualified candidates for the post of lecturers through advertisement in leading news papers. Call letters are sent to all eligible candidates after scrutiny of the received applications. Candidates are interviewed by a selection committee which prepares the rank list of candidates based on performance. The members of the selection committee are as follows:

- Chairman/Vice-Chairman/Secretary.
- Principal/Vice Principal.
- Head of the respective departments.
- Subject expert from outside the college.
- Special invitee.
- Selection is purely based on merit.

The college has sufficient number of qualified and competent teachers to handle most of the courses. Whenever, there is a dearth of suitable teachers, the college arranges to organize special lectures through suitably qualified outside experts.

2.4.2 How does the college appoint additional faculty to teach new programmes/modern areas of study (Biotechnology, IT, Bioinformatics etc.)? How many such appointments were made during the last three years?

The affiliating University expects the college to get approval for new courses before the commencement of the academic year and hence the college is able to appoint faculty for the new programme, without much difficulty.

2.4.3 What efforts are made by the management for professional development of the faculty? (eg: research grants, study leave, deputation to national/international conferences/ seminars, training programmes, organizing national / international conferences etc.)? How many faculty have availed these facilities during the last 5 years?

- All teachers are encouraged and given incentives to pursue higher studies.
- Teachers are deputed to participate and present their research papers in national/international conferences/seminars/workshops. Teachers also attend in-service training to update themselves on new technologies. The management honours staff members by giving cash award when students get university ranks. Most of the faculty members of the college regularly attend and present research papers in seminars, workshops and conferences. More than 90% faculty members participate in activities. The management permits staff to carry out research in the laboratories of the college which is equipped with all the necessary facilities and instruments.
- Teachers are encouraged to attend refresher and orientation programmes conducted by Academic staff colleges.

2.4.4 Give details on the awards/recognitions received by the faculty during the last five years?

Awards have been received by the faculty during last five years on various grounds.

2007-2008

- Dr.A.Piraimathi, Head, Dept of Tamil, received Rs.2500/- cash award for the Best HoD from the Management.
- Ms.Sagayususithra, Assistant Professor, Dept of Computer Science & Information Technology, received Rs.1000/- cash award for the Best Teaching faculty from the Management.
- Ms.N.Umamaheswari, Assistant Professor, Dept of Mathematics, received Rs.1000/- cash award for the Best Library user from the Management.
- Ms.S.Chithra, Assistant Professor, Dept of Biochemistry, received Rs.1000/- cash award for the Best Student counsellor from the Management.
- Ms.V.Muthumani, Associate Professor, Dept of Microbiology, received Rs.1000/- cash award for the Best Research guide from the Management.

2008-2009:

- Ms. N. Umamaheswari, Associate Professor, Dept. of Mathematics, received a cash award of Rs.5000/- for producing 7UG and 2PG university rank holders from the Management.
- Ms. M. Muthulakshmi, Associate Professor, Dept. of Computer Applications, received a cash award of Rs.3000/- for the best paper presentation award from the Management.
- Ms. P. Abirami, Assistant Professor, Dept. of Computer Science, received a cash award of Rs.3000/- for the best library user from the Management.
- Ms. P. Manju, Placement officer, received a cash award of Rs. 10000/- for placing 242 students in various companies from the Management.
- Ms. P. Manju, Associate Professor, Dept. of Biochemistry, received a cash award of Rs.5000/- for producing 6 UG university Rank holders from the Management.
- Ms.V.Hemalatha Associate Professor, Dept. of English, received a cash award of Rs.5000/- for producing 5UG and 2 PG university Rank holders from the Management.
- Ms. M. Jayanthi and Ms. M. Jothilakshmi, Associate Professors, Dept. of Tamil, received a cash award of Rs.3000/- for publishing their books from the Management.
- Ms. V. Gayathri, Associate Professor, Dept. of Computer Application, received a cash of award Rs.5000/- for the best teacher award from the Management.
- Ms. Barani Devi, Dept of Physical Education, received a cash award of Rs.4000/- for training students to get Gold medals in Taekwondo from the Management.
- Ms. R. Sasidhara, Associate Professor, Dept. of Biochemistry, received a cash award of Rs.5000/- for producing 6PG university rank holders from the Management.

2009-2010:

- Ms. S.Sakthi, Assistant Professor, Department of Chemistry has received “Best NSS programme Officer” award from Bharathidasan University, July 2009.

- Mrs. A. Rahila Banu, Assistant Professor, Department of English was nominated as Joint District Organiser of YRC for Perambalur District, 9.3.2010.
- Ms. R. Nithya, Physical Directress was nominated as the team manager of BARD – Badminton team – 21.12.2009.
- Ms. K. Akila, Physical Directress was nominated as the team manager of Bharathidasan University Kho-Kho team on 1.12.2009.
- Ms. K. Akila, Physical Directress was nominated as the team manager of Tamilnadu Cricket Association 2009.

Cash award from management:

Cash awards to the tune of Rs. 3,05,000/- were distributed to 75 staff members for producing ranks in the university examination.

Name	Department	Purpose	Amount
Dr.K.Muthukrishnan	Biotechnology	Research Project	Rs.20,000
Ms.V.Muthumani	Microbiology		Rs.10,000
Ms.P.Gajalakshmi	Microbiology	Research Publication	Rs.4,000
Dr.V.Muthumani	Microbiology	Research Publication	Rs.7,000
Ms.J.Sangeetha	Microbiology		Rs.1,000
Ms.J.Jensi	Microbiology		Rs.3,000
Ms.S.Sudha	Biotechnology		Rs.2,000
Ms.N.Deepalakshmi	Commerce	Article	Rs.1,000
Ms.R.Sathya	Biotechnology		Rs.1,000
Ms.P.Sridevi	Commerce		Rs.2,000
Ms.P.Umamaheswari	Commerce	Paper presentation	Rs.3,000
Dr.Anushabaskar	Biochemistry	Book Publication	Rs.2,000
Ms.A.Nanthini	Tamil		Rs.2,000
Ms.M.Jayanthi	Tamil		Rs.4,000
R.Sathya	Biochemistry	Ph.D Completion	Rs.10,000
Ms.J.Sangeetha	Microbiology		Rs.10,000
Ms.M.Jothilakshmi	Tamil		Rs.10,000
Ms.K.Rathika	Tamil		Rs.10,000

Name	Department	Purpose	Amount
Ms.A.Nandhini	Tamil		Rs.10,000
Ms.P.Thangam	English		Rs.10,000
Ms.V.Muthumani	Microbiology	Research Advisor	Rs.3,000
Ms.N.Umamaheswari	Mathematics	HoD for University Ranks	Rs.5,000
Ms.R.Sasidhara	Biotechnology	Best Teacher	Rs.2,000
Ms.J.Jensi	Microbiology	Best Library User	Rs.2,000
Ms.R.Shanmugapriya	Placement Officer	Placement Co-ordinator	Rs.10,000
Ms.V.Sengamalam	Commerce	Active participation in Rotaract	Rs.3,000
Ms.S.Sakthi	Chemistry	NSS Programme Officer	Rs.3,000
Ms. A. Rahila Banu	English	YRC District Organiser	Rs.3,000
Ms. K. Akila	Physical Education	Physical Directress	Rs.3,000
Ms. R. Nithya	Physical Education	Physical Directress	Rs.1,000

2010-2011

- Dr. R. Sathya, Asst. Professor, Department of Biochemistry was given a cash award Rs. 10,000/- for completing her Ph.D.
- Dr. R. Sathya, Asst. Professor, Department of Biochemistry was nominated as one of the Chief Editors in the International Journal of Basic and Applied Biology, Puthalam, Kanyakumari.
- Dr. A. Chandrasekar, HoD, Department of English was honoured with Rs.5000/- and awarded “The Best Active Teacher Award”.
- Ms.A.Sivasankari, Associate Professor, Department of Computer Applications was honoured with the *Best paper Award* by the Nehru Arts and Science College, Coimbatore on 24th Feb 2011, “Using Data Mining Techniques for Detecting Terror-Related Activities on the Web”.
- Ms.M.Jayanthi, Associate Professor, Department of Tamil was honoured with the *Best Article Award* by the Valar Thamizh Aayvu Mandram on 14th May 2011 a cash award of Rs.1000/- was given in the National Seminar by “The Ramachandran Arakattalai”.

- Ms. R. Sangeetha, Assistant Professor, Department of Physics was honored as “Best Participant” in the National Seminar on “Nanoscience & Nanotechnology” at Thanthai Hans Roever College, Perambalur.
- Dr.C.Chandrasekar, Head, Department of Computer Applications was given a cash award of Rs.5000/- for publishing a book.
- Gift hampers were given to the winners of various competitions held during sports day and women’s day.
- Students of Biotechnology won the championship in the cultural and so the HoD was awarded with “The Best Enthusiastic Teacher” Award.
- Ms. Akila, Physical Director was given a cash award of Rs. 5000/- by Shri.A.Srinivasan, Chairman for motivating the students to participate in sport activities. She was also awarded for coaching three students who were selected as National players in the Khabadi, Volley ball, Kho-Kho in Mandiya from 4th Dec to 7th Dec 2010.
- A cash award of Rs.5,000/- was given to the faculty for producing University rank holders by the management
- Faculty is also honoured for not taking any casual leave.

2011-2012

- Ms. M.Jayanthi, Department of Tamil, received the Best Paper Award and was honoured with a cash prize of Rs.1000/- in the National Conference by Rama Chandrian Arakkatalai Valar Tamil Aaivu Mandram on 14.05.11 and 15.05.11 for the year 2011.
- Ms.P.Gajalakshmi, Head, Department of Microbiology has been appointed as one of the reviewers in the International Food Research Journal from 20.6.11.
- The College management honoured Ms.P.Seethalakshmi, ISO Coordinator and Ms.R.Santhi, IQAC Coordinator with Rs. 4000 /- cash award for ensuring quality standards in the college.
- The College Management honoured two staff, Ms.S.Anitha Sophiya Margret Assistant professor and Ms.P.Radha Assistant professor for receiving Ph.D Degree.

- The management has provided a cash award of Rs.1, 25,000/- to the 50 faculty members for producing university rank.
- Ms.N.Umamaheswari, Associate Professor was honored with an award for best teaching.
- The management has provided cash award of Rs.5000/- to the cultural coordinator Ms..K.Rubiya Gandhi , Rs. 10,000/- to the placement Coordinator Ms.R.Shanmugapriya & Rs. 3000/- to the Part IV co-ordinator Ms.K.Pradeepa for their best services.

2.4.5 How often does the institution organize training programmes for the faculty in the use of?

- a) Computer
- b) Internet
- c) Audio Visual Aids
- d) Computer – Aided Packages
- e) Material development for CAL, multimedia etc.

The teachers are given training programmes in all the above whenever they are in need, sometimes 3 or 4 times in a year.

2.5 Evaluation Process and Reforms

2.5.1 How are the evaluation methods communicated to the students and other institutional members?

For both CIA and University examinations, timetable is printed and put on notice board for students' information. This information is also provided in the college calendar. For the University external examinations, the University provides dates in advance for supplementary examinations, retotalling, revaluation to the students.

2.5.2 How does the institution monitor the progress of the students and communicate it to the students and their parents?

The performance of students in CIA and semester examinations are adequately monitored and also communicated to parents.

2.5.3 What is the mechanism for redressal of grievances regarding evaluation?

The mark scored by each student in CIA is displayed in the notice board. Grievance cell of the college takes care of the redressal of the grievance of students regarding continuous internal assessment. In case, students have grievances regarding the final examination marks, the University has the following mechanism of redressing the grievance. There is provision for revaluation and retotalling. There is also a provision for instant examination for candidates who fail in the final semester. The University also provides scope for improvement in the continuous internal assessment marks.

2.5.4 What are the major evaluation reforms initiated by the institution/affiliating university? How does the institution ensure effective implementation of these reforms?

Exam cell caters to all the queries related to the external examination results.

We follow the norms of the University for Evaluation;

The current system of evaluation is based on CBCS pattern. The students coached for the semester examination by the faculty members by providing question banks and conducting model examination; instruction is given to students regarding the method of presentation in University examination. The University has introduced modern evaluation reforms involving continuous internal assessment of each student in every semester with 25% weightage.

2.6 Best Practice in Teaching-Learning Process

2.6.1 Detail any significant innovations in teaching/learning/evaluation introduced by the institution?

EVALUATION:

- Entrance test for M.Phil from 2009 onwards.
- Admission through entrance test in PG courses (professional courses).
- IA for UG and PG and assignments in their related subjects.
- The College arranges for retotalling, revaluation and instant examination for students who require them by requesting the university.

LEARNING:

- Encouraging and supporting maximum teachers to attend National and International seminars and workshops.
- The Orientation programmes are conducted for the newly admitted students.
- Field visits, Group Discussions, Seminars, Symposia and Workshops.
- E-learning, Digital Library and hands-on training programmes make the learning process effective.
- Learning through internet and other software is promoted.

TEACHING:

- Most of the departments have introduced new concepts in skill-based, computer-based papers and certificate courses.
- More attention is given to updation of basic internet knowledge.
- Classes are provided with LCD, OHP and through internet browsing facilities.

Suggestions for criterion-II made by NAAC peer team and Academic and Administrative Audit team and the actions taken by the college on these suggestions.

- 1. It is recommended to strengthen the language laboratory and its use, so that the communicative skills of both students and teachers could be strengthened.**

Once in a week classes are conducted in language laboratory for students to improve their communication skills, phonetics, and their vocabulary. Teachers are also trained through language laboratory.

- 2. Training may be arranged for the language teachers of both Tamil and English as to how the language laboratory is used effectively.**

Laboratory hours are provided for both teachers of Tamil and English as to make them familiar with the use of language laboratory.

- 3. It is suggested that retired male teachers could also be appointed wherever there is difficulty in getting suitable women teachers.**

The college has taken steps and recruited male teachers with Ph.D qualification for some of the departments.

- 4. Efforts could also be taken to reduce the mobility of the teachers so that there will be continuity and sustainability in the college.**

Sincere efforts are being taken by the college in this connection. The College gives maternity leave with pay, incentive and other concessions to faculty in order to prevent them from leaving the college.

- 5. Obtain Some more analytical facilities and instruments like adequate PCR machines, HPLC, Raman Spectroscopy etc., may be procured.**

Efforts are made to more purchase.

- 6. An AV/media centre could be established which will strengthen the teaching and learning process.**

It has been established.

- 7. Greater use of audio- visual aids in the class room is recommended for effective teaching learning process.**

- Audio-visual aids are constantly, used in the classrooms.
- AV room facilitates the needed ambience.
- Movies and other related documentaries are screened to students.

Criterion-III: Research, Consultancy and Extension

3.1 Promotion of Research:

3.1.1 Is there a Research Committee to facilitate and monitor research activity?

If yes, give details on its activities, major decisions taken (during last year) and composition of the committee.

Yes, the college has a Research Cell (RC) to facilitate research. Its main objective is to encourage teachers to write research proposals, monitor the on-going research projects and to promote Industry institution interactions and mobilize resources for research through consultancy work.

Faculty are encouraged to submit new research proposals, to write National & International papers & books, to participate in National and International conferences/symposia, to undergo special research oriented training programs and workshops.

The college published its own Research journal titled ENIGMA. The College is awaiting for ISSN number.

3.1.2 How does the institution promote faculty participation in research? (providing seed money, research grants, leave, other facilities)

- The management encourages teachers to carry out research leading to M.Phil, and Ph.D degrees.
- Permits them to carry out research in college laboratories.
- Faculty can access library when needed for their research work.
- Sanctions special leave to faculty for collection of literature and specimens for research. Incentives are awarded to faculty on obtaining Ph.D degrees.
- Faculty members are sequentially deputed to undergo advance training/workshop, to attend seminar/conference /symposia so as to equip themselves. Registration fee to such events are paid by the management.

- The college promotes research by providing sabbatical leave facility on deputational basis.

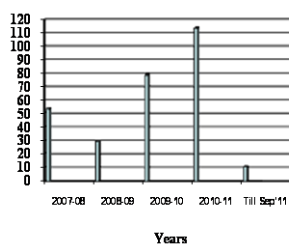
Faculty Participation in Seminars/Symposia:

Department	2007-08	2008-09	2009-10	2010-11	2011-12
Tamil	19	5	15	10	1
English	1	—	4	2	-
Commerce	14	-	34	9	3
Business Administration	—	—	3	14	1
Chemistry	13	5	4	3	-
Physics	—	—	4	11	3
Mathematics	2	2	1	10	-
Microbiology	-	-	—	8	2
Biochemistry	-	2	4	11	-
Biotechnology & Bioinformatics	6	3	8	2	1
Computer Applications	2	5	4	17	-
Computer Science & Information Technology	—	—	2	2	-
Total	54	30	79	114	11

Faculty are regularly deputed to participate in seminars/symposia and to undergo advance training to make them face forthcoming challenges.

Faculty Participation in Seminar/Symposia

↑
Total Strength

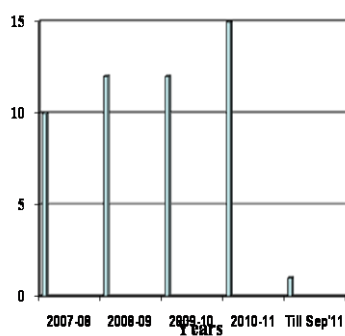




Participation in Workshops/Training:

Department	2007-08	2008-09	2009-10	2010-11	Till Sep'11
Tamil	-	-	-	-	-
English	-	1	-	-	-
Commerce	-	7	-	-	-
Business Administration	-	-	2	-	-
Chemistry	2	2	3	5	-
Physics	-	-	1	2	-
Mathematics	1	-	1	1	-
Microbiology	-	-	-	-	-
Biochemistry	-	-	-	-	-
Biotechnology & Bioinformatics	-	1	-	1	-
Computer Application	3	1	3	5	-
Computer science & Information Technology	4	-	2	1	1
Total	10	12	12	15	1

Total Strength

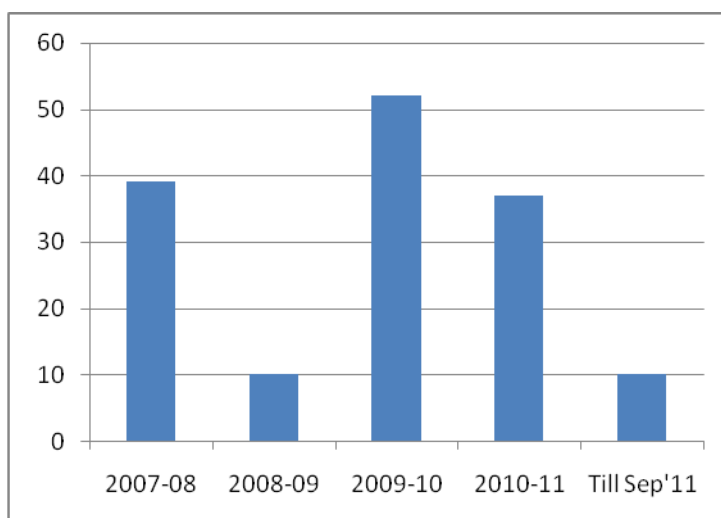




Faculty presentation in Symposia/Conferences/Seminars

Department	2007-08	2008-09	2009-10	2010-11	Till Sep'11
Tamil	19	5	10	11	1
English	-	-	-	2	-
Commerce	14	-	34	9	3
Business Administration	-	-	4	-	1
Chemistry	4	-	2	1	-
Physics	-	-	1	-	1
Mathematics	-	-	-	-	2
Microbiology	2	2	-	4	-
Biochemistry	-	2	1	4	-
Biotechnology & Bioinformatics	-	1	-	1	1
Computer Applications	-	-	-	5	1
Computer science & Information Technology	-	-	-	-	-
Total	39	10	52	37	10

↑
Total Strength



Years →

Refresher courses:

Department	Name	Date	Place
Tamil	Ms.M.Jayanthi	05.12.10 - 20.12.10	Madurai Kamaraj University, Madurai
English	Ms.Vinitha Fernando	15.01.11 - 30.01.11	Madras University, Chennai
Chemistry	Ms. K. Rajalakshmi	15.6.08 - 29.6.08	University of Hyderabad, Hyderabad.
Chemistry	Ms.P.Indumathi	07.09.09 - 18.12.09	NCC, Gwalior
Physics	Ms. R. Jayanthi	08.08.08 - 23.08.08	Don Bosco Institute of Technology, Bangalore.
Physics	Ms.R.Jayanthi	07.11.11 - 17.11.11	Anna University, Trichy
Mathematics	Ms. N. Umamaheswari	26.9.08 - 7.10.08	Cochin University of Science and Technology, Cochin.
Microbiology	Ms. E. Kavitha	10.7.08 - 23.7.08	University of Mysore, Mysore.
Microbiology	Ms.J.Sangeetha	03-11-09 - 23-11-09	Madurai Kamaraj University, Madurai.
Microbiology	Ms. A. Bharathi	02.01.11 - 22.01.11	Bharathidasan University, Trichy
Biotechnology	Ms.R.Madhura	11.01.10 - 23.01.10	Manipal Life Sciences Centre/ Manipal University, Manipal
Biochemistry	Ms.R.Sathya	03-11-09 - 23-11-09	Madurai Kamaraj University, Madurai.
Biochemistry	Dr.R.Sathya	02.03.11 - 20.03.11	SASTRA University, Tanjore

Department	Name	Date	Place
Computer Applications	Ms.R. Sudha	09-11-09 - 23-11-09	Sree Saraswathi Thyagaraja College, Pollachi.
Computer Applications	Ms.S.Gowri	10.11.10 - 20.11.10	Bharathiyar University, Coimbatore

3.1.3 Does the institutional budget have a provision for research and development? If yes, give details.

Yes, the institution provides budget for research and development by providing essential instrumental requirements and equipments as per the departmental needs.

3.1.4 Does the institution promote participation of students in research activities? If yes, give details.

Yes, through students' project work and M. Phil dissertation work, the students' participation is ensured. Students are encouraged and trained to write their project report and defend them in examinations using LCD enabled presentation in partial fulfillment of their degree courses.

3.1.5 What are the major research facilities developed on the campus?

Facilities for Research:

- Internet connectivity in the campus
- Well equipped central library
- All the science (and professional) departments have laboratories.
- A/C Auditorium for seminar/symposia etc
- Computer laboratory and Bio-informatics laboratory facility
- The campus has herbal garden, vermicompost, mushroom unit and tissue culture laboratory.
- The association activities of each department facilitate interaction with experts from other academic institutions and industries.

Research equipments/instruments:

COD Incubator	PCR
Electrophoretic apparatus (SDS)	Ultra cooling centrifuge
UV transilluminator	UV spectrophotometer
ELISA reader	Column chromatography
Blotting techniques	In situ sterilizer Fermentor
Deep Freezer	Air Sampler
Digital Spectrophotometer	Double distillation unit
Gel documentation unit	Inverted phase contrast microscope
Animal cage	Automatic animal cell culture plate
Biological safety cabinet	CO ₂ Incubator
Sonicator	Flame photometer
Soxhlet apparatus	

Library facilities:

- The college promotes and encourages research facilities like providing computer systems with internet connection, access to online E – journals through UGC – Inlibnet & Delnet.
- The library has a separate reference and periodical section with back volumes and current journals and dissertations.
- All the books and journals are catalogued using Nirmal Software.
- The library provides Bibliographic compilations, reference service, reprographic service, inter library loan/resource sharing.
- Library subscribes important National and International journals for reference as per the requirements of the department.

3.1.6. Give details of the initiatives taken by the institution for collaborative research (with national/foreign Universities / Research / Scientific organizations/ Industries/NGOs).

NIL

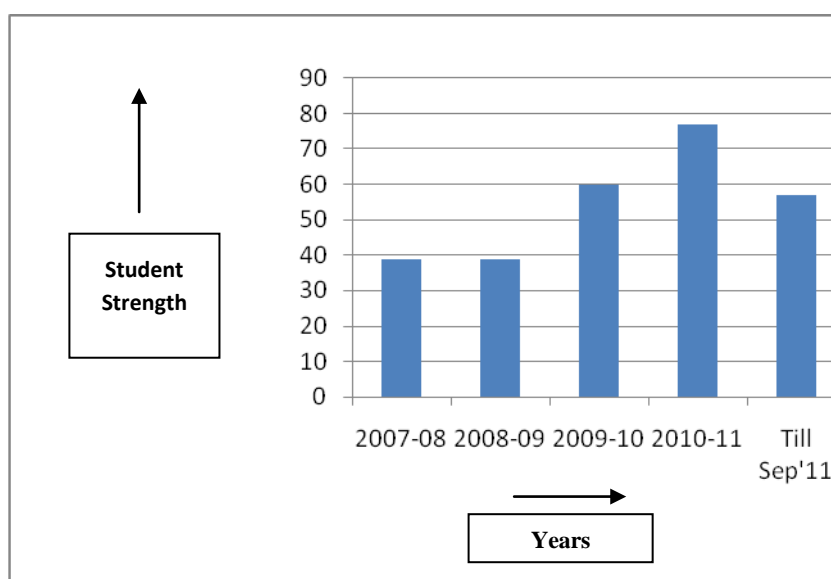
3.2 Research and Publication output:

3.2.1 Give details of the research guides and the research students of the institution. (Number of students registered for Ph.D. and M.Phil., fellowship/scholarship, funding agency, Ph.Ds and M.Phils awarded during the last five years, major achievements, etc.,)

The various departments of the college have recognized research guides whose details are maintained in their respective departments.

Student enrollment in various M.Phil Programmes:

Department	Guide ship	2007-08	2008-09	2009-10	2010-11	2011-12
Tamil	2	-	-	-	6	12
Commerce	5	11	8	11	11	12
Chemistry	3	10	9	7	9	7
Mathematics	2	5	11	6	21	9
Microbiology	2	11	6	18	12	5
Biotechnology & Bioinformatics	1	2	5	18	18	2
Total	15	39	39	60	77	57

Student Enrollment in M.Phil Programme

3.2.2 Give details of the following:

- a) Departments recognized as research centres**
- b) Faculty recognized as research guides**
- c) Priority areas for research**
- d) Ongoing Student Research Projects (minor and major projects, funding from the Government, UGC, DST, CSIR, AICTE, Industry, NGO or International agencies)**
- e) Ongoing Student Research Projects (title, duration, funding agency, total funding received for the project).**

a) Departments recognized as research centre - 6 departments are recognized as M.Phil Research centres & 4 departments have applied for Ph.D. studies.

b) Faculty recognized as research guides – M.Phil : 17; Ph.D:7

c) Priority areas for research: Enhancing and upliftment of marginal farmers.

d) On-going faculty research project (minor and major projects, funding from the Government, UGC, DST, CSIR, AICTE, Industry, NGO or International agencies)

On-going research project:

Title of the project	Duration	Amount	Funding
Biotechnology:			
Training cum demonstration of Biofarming of onion in ten villages of Perambalur District in Tamil Nadu	April 2009 – March 2012	Rs.9.47 lakhs	DBT, New Delhi

Title of the project	Duration	Amount	Funding
Training on use of Biopesticides and Biocontrol Agents SC/ST and Small and Marginal Farmers in Perambalur District of Tamil Nadu	Jan 2011 – March 2012	Rs.75,500/-	NABARD, Chennai
Integrated Biotechnological approaches for sustainability of farming income through training and demonstration	April 2011 – March 2014	Rs.15.39 lakhs	DBT, New Delhi

Project proposals communicated:

Title of the project`	Funding applied	Amount
Biotechnology:		
1. Sustainable development and popularization of mushroom cultivation among SC/ST and weaker sections for self employment and additional income generation	DBT, New Delhi	Rs.19.42 lakhs
2. Application of Integrated Pest Management Technology on chilly for Small & Marginal farmers, Perambalur, Tamil Nadu for socio economic improvement	DBT, New Delhi	Rs.45.06 lakhs
Microbiology :		
1. Workshop cum exhibition on Awareness creation on herbal plants cultivation and business opportunities	FTTF– NABARD, Chennai	Rs.82,500/-

Projects Funding Agency:

Their financial outlay:

Funding agency	Amount
DBT, New Delhi	Rs.5.69 lakhs
NABARD, Chennai	Rs.75,500/-
Expected	
DBT, New Delhi	Rs.19.42 lakhs
NABARD, Chennai	Rs.82,500/-

e) On-going student Research projects (title, duration, funding agency, total funding received for the project)

NIL

3.2.3 What are the major achievements of the research activities of the institution (findings contributed to subject knowledge, to the industry needs, community development, patents etc.)?

In the past five years,

No. of books published-17

No. of Ph.D completed-38

No. of projects received-Totally 6 projects (3 on going, 3 completed)

No. of papers published-81

No. of M.Phil completed -215

3.2.4. Are there research papers published in refereed journals by the faculty? If yes, give details for the last five years including citation index and impact factor.

Yes. The publication outputs are furnished below.

Department	2007-08	2008-09	2009-10	2010-11	2011-12
Tamil	-	-	2#	1#	-
English	-	-	-	-	-
Commerce	-	-	5#	-	11#1*
Business Administration	-	2#	1#	1#	-

Department	2007-08	2008-09	2009-10	2010-11	2011-12
Chemistry	-	-	1#1*	1*	-
Physics	-	-	-	-	-
Mathematics	-	-	-	-	-
Microbiology	-	1#	6#8*	12* 1#	8*1#
Biochemistry	-	3*	-	2*1#	-
Biotechnology & Bioinformatics	1*	1*	1#1*	1#4*	1*
Computer application	-	-	-	1*	-
Computer science & Information Technology	-	-	-	-	-

*Indicates International Journal publication

Indicates National Journal publication

Research papers in International Journals : 45

Research papers in National Journals : 36

3.2.5. List of publication of the faculty:

a. Books

b. Articles

c. Conference/Seminar Proceedings

d. Course materials (for Distance Education

e. Software packages or other learning materials

f. Any other(specify)

a. Books	:	17
b. Articles	:	81
c. Conference/Seminar Proceedings	:	-
d. Course Materials (for Distance Education)	:	-
e. Software packages or other learning materials	:	-

f. Any other (specify)

: Course material was provided for “In-service Training Programme for Secondary Grade Science Teachers”.

3.3 Consultancy:

3.3.1 List the broad areas of consultancy services provided by the institution during the last five years (free of cost and/or remunerative). Who are the beneficiaries of such consultancy?

The Department of Biotechnology and Bioinformatics has an in house project officer Dr.K.Muthukrishnan who is a trained plant pathologist who offers extensive consultancy services to farmers on diseases affecting plants. Rural farmers benefit from this.

3.3.2 How does the institution publicize the expertise available for consultancy services?

The institution does not publicize for consultancy services as it is doing it on a non profit basis.

3.3.3 How does the institution reward the staff for the consultation provided by them?

The institution awards the staff by issuing certificates of merit and cash prizes for exemplary work.

3.3.4 How does the institution utilize revenue generated through consultancy services?

Consultancy work is done on a nonprofit basis. Hence it does not generate any revenue.

3.4 Extension activities:

3.4.1 How does the institution promote the participation of students and faculty in extension activities (NSS, NCC, YRC, EXNORA, Rotaract & others)?

The college organizes society-friendly programmes as part of its extension activities. Students and faculty participate in extension activities of NSS, YRC, and RRC. The institution through financial assistance promotes these activities.

The project sanctioned by DBT and Entrepreneurial Development Programme promotes the involvement of the institution with the rural public by imparting training and consultancy on farming and food processing. As these practices involve SHG women, the project ensures economic upliftment of rural women.

3.4.2 What are the outreach programmes organized by the institution? How are they integrated with the academic curricula?

The outreach programmes undertaken are also considered as part of academic programme.

Departmental Extension activities:

Tamil

1. Multiple Development Skill Development Programme, Government Higher Secondary School, Kurumbalur.
2. Multiple Skill Development Competition, Government Higher Secondary School Students, Kurumbalur.

English

1. Training Programme on English Laboratory for Communication, Government School Students, Perambalur.
2. Students Enhancement Programme, Government High School, Aranarai.

Commerce

1. Banking operation, Government Higher Secondary School, Chettikulam.
2. Post Office Operations, Government

	Higher Secondary School, Chettikulam.
Business Administration	<ol style="list-style-type: none">1. Students Enhancement Programme, Government Higher Secondary School Students, Kurumbalur.2. Students Enhancement Programme at TELC Government Matriculation Higher Secondary School, Thuraimangalam, Perambalur.
Chemistry	<ol style="list-style-type: none">1. Household Chemicals in Pappankarai.2. Cancer Awareness Programme, Government Higher Secondary School, Kurumbalur.
Physics	<ol style="list-style-type: none">1. Home Appliances for SHG, Kurumbalur.2. Basics of Fundamental Science, Aranarai.
Mathematics	<ol style="list-style-type: none">1. Mathe- Magic Programme, Government Higher Secondary School, Ariyalur.2. Mathe- Magic Programme, Government High School, Aranarai.
Microbiology	<ol style="list-style-type: none">1. Biofertilizer & Bioinputs for farmers, Senjeri.2. Importances of Vaccines for Pregnant Women, Primary Health Center, Kurumbalur.
Biotechnology & Bioinformatics	<ol style="list-style-type: none">1. Integrated Pest and Disease Management for Farmers Bioinformatics Uzhavar Sandhai, Perambalur.2. Awareness Programme on Conservation of Environment, Health & Hygiene, Government Higher Secondary School, Perambalur.
Biochemistry	<ol style="list-style-type: none">1. Awareness Programme on Conservation of Environment, Health & Hygiene, Government Higher Secondary School, Perambalur.2. Awareness Programme on Food Adulteration, Government Higher Secondary School, Perambalur.
Computer Applications	<ol style="list-style-type: none">1. Spread Sheet Programme at Government

**Computer Science &
Information Technology**

High School, Kunnam.

2. Internet Awareness Programme, Government
Higher Secondary School, Chettikulam.

1. Desktop Publishing at Nalanda Nursery &
Primary School, Ariyalur.

2. Students Enhancement Programme, Students
Enhancement Programme at TELC Government
Matriculation Higher Secondary School,
Thuraimangalam, Perambalur.

**3.4.3 How does the institution promote college – neighbourhood network in
which students acquire attitude for service and training, contributive to
community development?**

Rotaract :

- 22nd Oct 2010: Lend your hand project – donation of dress, educational aids and foot wear for Vidhya Ashramam, Senjeri(HIV positive home).
- 15th Aug 2011: Educational aids were provided for Gautama Buddha Deaf & Dumb school, Perambalur.

NSS :

- 15th Aug 2007: Lab to land training project for Renganathapuram School Students
- 28th Dec 2007: Eye Camp conducted at Renganathapuram village.
- 23rd Dec 2008: Anti-tobacco Rally at Perambalur

Consumer Club:

- 19th Dec 2010: Field Work was carried out in the ration shop to check adulterated products.
- 21st Jan 2011: National Consumer day – A rally
- Feb & Mar – Awareness Programme in the villages, Senchaeri, Aranarai, Sokkanathapuram, Alampadi & Thiruppeiyar Villages on Consumer Rights & Food Adulteration.

YRC, Consumer Club & EXNORA collaborative work:

- 1st Jan 2008 : Visit to Gowthama Buddar Deaf and Dumb School, Perambalur.
- 27th Mar 2008 : Temple cleaning at Neeliamman Koil, Perambalur
- 20th Aug 2009 : Swine flu Awareness Rally at Perambalur(YRC & EXNORA).
- 30th Dec 2009 : Temple cleaning at Neeliamman Koil, Perambalur (YRC & EXNORA).
- 28th Jan 2010 : Environment Awareness Programme at Kurumbalur Government School (YRC, CONSUMER CLUB, EXNORA, NSS &NCC).
- 8th Sep 2010 : Environmental Awareness programme at Dhanalakshmi Srinivasan Higher Sec School, Perambalur (YRC, CONSUMER CLUB, EXNORA, NSS &NCC).
- 31st Dec 2010 : Visit to Gowthama Buddar Deaf and Dumb School, Perambalur.

3.4.4. What are the initiatives taken by the institution to have a partnership with University/Research institutions/Industries/NGOs etc. for extension activities?

The institution has initiated linkages with universities /research institutions for research, internship, on job training, consultancy, placement etc.

3.4.5 How has the local community benefited by the institution? (Contribution of the institution through various extension activities, outreach programmes, partnering with NGOs and GOs)

- Research and extension activities have made significant impact on the community. It has been highlighting
- Health and hygienic issues.
- Environmental issues.
- Scientific temper and rationality.
- Usage of Technology.
- Blood grouping, AIDS awareness

These activities have helped in improving the lifestyle of the community, particularly of the rural areas and to create scientific temper among rural population. These programmes have brought awareness about the importance of education and the existence of our college in the surrounding areas.

3.4.6 How has the institution involved the community in its extension activities? (Community participation in institutional development, institution –community networking etc.)

The college involves active participation of the students and the faculty in extension activities like NSS, NCC, YRC, EXNORA, Consumer club and Rotaract. The details are already highlighted in 3.4.1. The involvement of the faculty and the students is on regular basis and they participate as volunteers as well as supervisors.

3.4.7 Any awards or recognition received by the faculty/students /Institution for the extension activities?

The institution was awarded “Clean and Green Award 2010” by Trichy District Exnora in September 2010.

3.5 Collaborations:

3.5.1 Give details of the collaborative activities of the institution with the following organizations

- Local bodies/community
- State
- National
- International
- Industry
- Service sector
- Agriculture sector
- Administrative agencies
- Any other (specify)

- Local bodies/community Nil

- State Nil
- National Nil
- International Nil
- Industry Nil
- Service sector - Chromous Biotech, Bangalore;
Medox, Chennai.
- Administrative agencies Nil
- Any other :

Agricultural sector:

1. Dr.S.Bala Subramanian, Former Head & Professor, Dept. of Horticulture, Horticulture College & Research Institution, Periyakulam.
2. Dr.G.Renganathan, Professor & Head, Dept. of Social Science & Extension, Agriculture College & Research Institution, Trichy.
3. Dr. K.Muthukrishnan (Ret), Plant Pathologist, Tamil Nadu Agricultural University,Coimbatore.
4. Dr. Raju, Professor of Entamology, Agricultural College Research Institution, Trichy.
5. Dr. Thinakaran, Professor of Pathology, Agricultural College Research Institution,Trichy.
6. Dr. M.C.Manoharan, Professor & Head SRS (Sugar Cane Research Station) Sirugamani, Trichy.

3.5.2 How has the institution benefited from the collaboration?

- a) curriculum development**
- b) Internship**
- c) On-the-job training**
- d) Faculty exchange and development**
- e) Research**
- f) Consultancy**
- g) Extension**
- h) Publication**
- i) Student Placement**

a) Curriculum development

The interaction with Agricultural sector linkages help in identifying the new emerging and job oriented areas like vermicomposting, preparation of biofertilizers, etc. Expertise and peer suggestion from such organizations also help in curriculum development.

b) Internship

Students of various departments go for internship in various industries/organizations to get hands on experience and realize the real time situations. Students also go for training as part of their project work in various reputed industries/organizations.

c) On-the-job training

This equips students for better job-seeking. On-the-job training enables the students to compete nationally as well as globally in getting placements.

d) Faculty exchange and development

NIL

e) Research

Linkages promote research activities in the Departments of Biotechnology & Microbiology so as to enable the students and faculty to acquire skills for their project work.

f) Consultancy

The college undertakes consultancy works as a service. It is done free of cost.

g) Extension

Almost all departments have adopted villages for their extension programmes.

h) Publication

The faculty have published 17 Books and have 81 Articles to their credit out of which 46 are International papers and 35 are National papers.

i) Student Placement

The college has an active Placement Cell for promotion of linkages between the college and the industries like Sutherland, Esma for the better placement of our students. At least 300 students have obtained suitable jobs through such placement activities.

3.5.3. Does the institution have any MoU/MoC/ mutually beneficial agreements signed with

- **Other academic institutions**
- **Industry**
- **Other agencies**

Other academic institutions- Avinasilingam University,Coimbatore.

Industry- SutherLand Pvt.Ltd., Chennai

Other agencies- Lamps Institute of Learning, Ariyalur.

Under Process: Industries MoU

- Orchid Pharma
- India health care

3.6 Best Practices in Research, Consultancy and Extension:

3.6.1 What are the significant innovations/good practices in Research, Consultancy and Extension activities of the institution?

The college enhances the quality of research, consultancy and extension activities through good practices. The details are as follows.

- Faculty are provided with special leave facilities including sabbatical leave. Faculty are continuously encouraged for submission of research projects.
- Faculty have published 45 and 36 papers at International and National level paper respectively.
- Extension programmes like Awareness programmes, Outreach programmes are periodical and annual features of the college activities.
- The linkages of the college help both the institute and the society for the upliftment of students in particular and the community at large.

Suggestions for criterion-II made by NAAC peer team and Academic and Administrative Audit team and the actions taken by the college on these suggestions.

1. The teachers could be trained to take up or action research programmes in their own field of specialization.

Steps are being taken by some teachers to engage action research programmes. A few projects have been obtained.

The research cell advises staff and trains them to write Research Proposals

2. The teachers can be encouraged to send proposals to various agencies for conducting seminars and workshops.

Some teachers have started sending proposals to various agencies for funding. It is however very difficult to get funding since major agencies do not fund self-financing colleges.

3. Teachers may be encouraged to visit reputed laboratories and attend workshops for hands – on training in frontier areas of science.

The teaching staff are allowed to attend refresher courses conducted by the University to enhance their knowledge in frontier areas of science, they also visit reputed laboratory for training.

4. Paper presentation and publications by the faculty should be enhanced.

The number of presentations and publications by the faculty has increased. An in house journal has been published and it is awaiting ISSN Number, this will see the staff of the college publish their research work in it.

5. Teachers should register and qualify for higher degrees.

More teachers are actively pursuing their Ph.D and M.Phil programmes.

6. Research culture to be promoted in the college.

Research cell has been constituted for promotion of research culture in the campus.

7. Each dept. could adopt a village for its outreach program.

Most departments have adopted a village for outreach/extension programmes.

8. More encouragement and financial help may be provided to teaching staff to improve their academic qualification for research activities.

The staff are permitted paid leave for their research activity particularly for completing their Ph.D.

9. A few state/national/ international seminars may be organized by the college on emerging issues /topics of current interest particularly gender issues.

A seminar on emerging gender issues of interest is on the planner. This will be organized through the women's cell unit of the college.

Criterion IV: Infrastructures and Learning Resources

4.1 Physical Facilities

4.1.1 What are the infrastructure facilities available for

- a) Academic Activities?**
- b) Co-curricular activities?**
- c) Extra-curricular activities and sports?**

a) Academic Activities:

The campus has adequate infra-structure to cater to both the curricular and co-curricular activities of the students.

All the science departments have well equipped laboratories.

The college has local area network for efficient administration and management information system.

Apart from being a Wi-Fi campus, 2 Mbps leased line internet connectivity with almost all latest softwares are available for the faculty and the students round the clock.

We also have the following facilities:

- Well stacked library with a web On-Line Public Access catalogue System.
- Well equipped seminar halls and an auditorium
- Well furnished Audio Visual Room
- Meeting Hall
- Seminar hall with audio/video aids
- Computer facility
- Internet facility
- 368 computer terminals
- 32,997 Books
- 269 Journals

Sl. No.	Department	Name of the laboratory
1.	English	Language laboratory
2.	Chemistry	Chemistry laboratory(UG)
		Physical laboratory(PG)
3.	Physics	UG laboratory
		PG laboratory
		Electronics laboratory
4.	Microbiology	UG laboratory
		PG laboratory
5.	Biochemistry laboratory	Biochemistry laboratory
6.	Biotechnology	UG laboratory
		PG laboratory
		Animal cell culture laboratory
7.	Bioinformatics	Bioinformatics laboratory
8.	Computer Application	Techno Park(UG)
		Info Park(PG)
		Net Park
9.	Computer science	CS laboratory

b) Co-Curricular activities:

The college aims at the overall development of the students. Students are exposed to a variety of co-curricular, extra-curricular, social and community development activities on and off the campus. The facilities available for co-curricular activities are as follows:

- Room for Part IV and extension activities
- Auditorium for cultural activities
- Audio-visual facility for events such as Bharathanatyam, music programmes, Debates etc.

c) Extra-Curricular and sports:

Part IV activities:

NCC, NSS, RRC, ROTARACT, YRC, EXNORA, CULTURAL CLUB, CONSUMER CLUB.

The college has spacious playground for sports and games.

Indoor games: Chess, Carom, Table Tennis

Swimming Pool and Gymnasium

Outdoor games: Tracks for athletic events

Basket Ball, Ball Badminton, Volleyball, Kho Kho, and Khabaddi court, Tae-kwon- do.

4.1.2 Enclose the Master Plan of the college campus indicating the existing physical infrastructure and the projected future expansions.

The college is nestled in a lush green area of 25 acres, which provides a well balanced and soul enriching campus environment. It also provides the following facilities for the graduates:

- The college has an excellent infrastructure with 78 ventilated classrooms with all necessary facilities.
- Departments have highly sophisticated and state- of- the- art laboratories with needed instruments.
- Fully air-conditioned Administrative building.
- Well equipped Staff room
- Clean, hygienic & adequate toilet facilities
- Enough transport facilities with nearly 30 buses plying in different routes making travel for the students affordable and convenient.
- Mineral water is supplied throughout the campus 24 x 7
- Auditorium with a seating capacity of 250 students caters to the need of conducting departmental and other academic functions.
- Ample opportunity is provided to students interested in games (by providing 2 play houses and a gymnasium).

- An unique feature of the college is the swimming pool surrounded by beautiful lawns and landscape.
- There are 3 hostels with modern hygienic kitchen and 226 rooms to accommodate students.
- We are in the process of having a research centre, a spacious outdoor auditorium to accommodate 3000 students to add to the infrastructural needs.

The following are planned in addition to the existing infrastructure:

1. Construction of staff quarters within the campus.
2. Construction of one more additional auditorium.
3. Construction of an open air theatre.
4. Construction of additional class rooms and laboratories.

4.1.3 Has the Institution augmented the infrastructure to keep pace with its academic growth? If yes, specify the facilities and the amount spent during the last five years.

The infrastructural facilities have been continuously improved to keep in pace with the academic growth.

Two crore has been spent for the development of the new computer laboratory-techno Park and Net park.

All laboratories (Life sciences, physics and chemistry) have been developed at a cost of one crore fifty lakhs.

Internet facility at a cost of 25 lakhs.

Library resources have been strengthened at a cost of Rs.2 crore.

- One more block (MBA Block) was added to the college infrastructure to fulfill the requirement of the increasing student population.
- One more ATM machine was installed by Indian Overseas Bank in our college campus.
- One more solar heater was installed in the hostel

- The Department of Microbiology laboratory has been facilitated with air conditioner.
- An exclusive double storey Mess hall was established to accommodate 2000 students at a time.
- Almirahs, tables, chairs, desks, benches, bureaus, computer tables etc were purchased in accordance with the needs of the various departments and office.
- Extra mineral water plant.
- Laundry service provided for students.
- White boards were installed in some class rooms.
- Refilled fire extinguisher - 25 Nos.

4.1.4 Does the Institution provide facilities like common room, separate rest rooms for women students and staff?

Yes. The institution is meant exclusively for women and all facilities are already established.

4.1.5 How does the institution plan and ensure that the available infrastructure is optimally utilized?

The infrastructure is optimally used for all the curricular, co-curricular and extra-curricular purposes for which it is meant. In addition, the infrastructure facility is extended for conducting competitive examinations by the state and central government agencies and other universities. It is also extended to cultural programmes and other community-related events. Suitable arrangements are made to ensure that departments use the infrastructure optimally.

4.1.6 How does the institution ensure that the infrastructure facilities meet the requirements of the differently-abled students?

The College facilitates the ground floor classrooms, library, canteen and drinking water facilities for differently-abled students. A Battery operated vehicle is provided and suitable arrangements are made to carry them to other places.

4.2 Maintenance of Infrastructure

4.2.1 What is the budget allocation for the maintenance of (last year's data)

- a. Land?**
- b. Building?**
- c. Furniture?**
- d. Equipment?**
- e. Computers?**
- f. Vehicles?**

Land	-	Rs.50,000/-
Building	-	Rs.2,00,000/-
Furniture	-	Rs.1,00,000/-
Equipment	-	Rs.4,00,000/-
Computers	-	Rs.2,00,000/-
Vehicles	-	Rs.5,00,000/-
Library	-	Rs.50,000/-
Sports	-	Rs.50,000/-

4.2.2 How does the institution ensure optimal utilization of budget allocated for various activities?

At the end of every academic year, individual departments seek allotments in tune with their requirements after proper planning. Budget is allocated in the beginning of every year optimally for all items of expenditure and it is spent fully. Supplementary budget provisions are made during January every year. The budget is planned by the HoD, forwarded by the Principal and approved by the management.

4.2.3 Does the institution appoint staff for maintenance and repair? If not, how are the infrastructure facilities, services and equipments maintained?

Yes. The institution employs experts on contract, to maintain and serve the infrastructural facilities. Annual maintenance contract system is followed for computers and a few equipments such as Photocopying machines as well as for pest control. There is a separate team for mechanic shop for repairing buses inside the

campus. Net work team takes care of software/ hardware and a separate team for intercom maintenance.

4.3 Library as a Learning Resource

4.3.1 Does the library have a Library Advisory Committee? What are its major responsibilities?

Yes. The library advisory Committee is empowered with the following:

- Purchase of books, Journals /Periodicals and Newspapers
- Automation of the library
- Maintenance of the library
- Effective use of the book bank scheme.

The Members of the Library advisory committee are

Ms. R.Jayanthi Assistant Professor, Dept. of Physics

Ms. Madhura, Assistant Professor, Dept. of Biotechnology

Ms. T.Jasmine Shalini Ebenezar, Assistant Professor, Dept. of English

Ms. S.Priya, Assistant Professor, Dept. of Tamil

4.3.2. How does the library ensure access, use and security of materials?

- Users are allowed to access the library materials after producing their ID card/ library tickets.
- ID card/tickets are scanned.
- A property counter is maintained for lodging the personal belongings of students before entering the library.
- Fire Extinguishers are placed at strategic positions.
- Every year damaged books are bound.
- Shelves are cleaned regularly with pest control methods.
- Library has pleasant reading atmosphere and is fully Air Conditioned
- Back volumes of journals/periodicals are bound and kept.
- Separate racks for Book Bank.
- Separate racks for Students Projects.

- Barcoding with automation
- Digital Library is used by Staff as well as Students

**4.3.3. What are the various support facilities available in the library?
(computers, internet, bandwidth reprographic facilities etc.,)**

- Computers for retrieval of information related to books, their titles/authors, their availability or issue on loan
- Internet facility for e-journals and e-materials
- Bar code Printer and Scanners
- OPAC(Online Public Access Catalogue)
- Multipurpose Xerox machine (reprographic facility)
- Automated with NIRMAL software
- Notice Board for clippings & display
- Disc/CD ROMs on various topics
- Internet

4.3.4. How does the library ensure purchase and use of current titles, important journals and other reading materials? Specify the amount spend on new books & journals during the last five years?

- Books /Journals suggested by the different Boards of studies and suggested by teachers who teach the programme.
- Online sources to trace latest publications.
- Book reviews and Trade catalogues are circulated to the Head of the departments and on their recommendation, books are bought.
- Books are purchased by visiting book exhibitions arranged by leading dealers/publishers.

Last five years statistics are as follows.

Academic Year	New Books Added		Periodicals subscribed		TOTALAMOUNT SPENT
	No.	Cost in Rs.	No.	Cost in Rs.	
2007-2008	3260	Rs. 15,21,212	202	Rs. 3,38,917/-	Rs. 18,60,129/-
2008-2009	3882	Rs. 18,34,091	220	Rs. 3,75,019/-	Rs. 22,09,110/-
2009-2010	4428	Rs. 20,81,075	252	Rs. 4,24,430/-	Rs. 25,05,505/-
2010-2011	5323	Rs. 23,81,755	292	Rs. 4,65,299/-	Rs. 28,47,054/-
2011-till September	2315	Rs. 19,25,000	360	Rs. 5,23,485/-	Rs. 21,23,485/-

4.3. 5. Give the details on the access of on-line and Internet services in the library to the students and faculty? (hours, frequency of use, subscriptions, licensed software etc.,).

Library provides online and Internet services to the users, especially for accessing e-journals and e-materials subscribed by the institution (DELNET) and as well as by the University (with the help of Information library network INFLIBNET) during the working hours of the library. These facilities are frequently used by the faculty, Research scholars and students doing project work.

4.3.6. Are the library services computerized? If yes, to what extent?

Library materials and services are automated with commercial software called NIRMALS. All the books and non-book materials are bar-coded for effective use. Easy accessibility of materials has been given to the users through web OPAC (Online Public Access Catalogue).

4.3.7 Does the institution make use of INFLIBNET / DELNET/IUC facilities? If yes, give details.

Yes. Internet facility is given to the users of the library for accessing e-journals and e-materials subscribed by the institution. In addition, the INFLIBNET facility through the UGC INFONET programme facilitated by Bharathidasan University is also available to all the students and staff members.

The Institution is a member of DELNET, Delhi as well as it is a member of British Council Library Division, Chennai.

4.3.8 What initiatives are taken by the library staff to enrich the faculty and students with its latest acquisitions?

- New Journals and Books catalogue are collected through the Publishers and circulated to all the departments.
- New arrivals are displayed.
- Circulars are sent to the concerned department with details of book purchased for the department.
- List is displayed in the library notice board.
- Training programmes are conducted for the staff members as well as students for accessing e-journals and e-materials.

4.3.9 Does the library have interlibrary borrowing facility? If yes, give details of the facility

Yes, the library has interlibrary loan facilities with British Council and other institutions in the campus.

4.3.10 What are the special facilities offered by the library to the visually disabled and physically challenged persons?

- Preference is given in the book bank scheme.
- Help them retrieve books from racks.
- Help them to Read books through assistants.

4.3.11 List the infrastructural development of the library over the last two years?

Separate digital library is set up and web OPAC is installed

4.3.12 What other information services are provided by the library to its users?

- Circulation Service
- Clipping Service
- Bibliographic compilation Service
- Reference Service
- Computer and Printing Service
- Internet Service
- Digitalization Service
- Inter library loan Service
- Information display and notification Service
- User orientation/Information literacy service

4.4 ICT as Learning Resources

4.4.1 Does the Institution have up-to-date computer facility? If yes, give details on the available hardware & software (Number of computers, Computer-student ratio, stand alone facility, LAN facility, configuration, licensed software etc.)

Yes. Details are as follows

COMPUTER SCIENCE

S.No	System Configuration	Name of the Manufacturer	No. of Systems
1	<u>NODE</u>		
	Intel P4 @ 3.0 GHz 1.256 GB DDR RAM, 40 GB HDD, HP Keyboard, HP Optical Mouse, 15" CRT Monitor	HP D290	52
	Intel P4 @ 3.0 GHz 1.256 GB DDR RAM, 160 GB HDD, HP Keyboard, HP Optical Mouse, 15" CRT Monitor		
	Intel P4 @ 1.9Ghz, 1.256 GB DDR RAM, 40 GB HDD, 15' Samsung Monitor, 104 keys TVSE Gold Logitech Optical Mouse	HP D290 ACL	5 28

2	<u>SERVER</u> Intel P4 @ 3.0 GHz 1.256 GB DDR RAM, 40 GB HDD, HP Keyboard, HP Optical Mouse, 15" CRT Monitor.	HP D290	1
	Intel P4 @ 3.0 GHz 512 MB DDR RAM, 72GB HDD, HP Keyboard, HP Optical Mouse, 15" CRT Monitor.	HP ML110	1
3	<u>PRINTER</u> HP LASER JET 1160 PRINTER	HP	1
	TVS MSP 450 DOT MATRIX PRINTER	TVS	1
	TVS MSP 345 DOT MATRIX PRINTER	TVS	3
4	<u>SCANNER</u> HP 4850 SCANNER	HP	1
5	AUDIO SPEAKER SET WITH WOOFER	CREATIVE	2
6	<u>UPS</u> Frontline 10KVA	Frontline	1
	Consul 20KVA	Consul	1
7	Battery	Sriram	40

Computer- Students ratio: 1:2

Licensed Soft wares

- Micro soft campus Agreement
 - ✓ Windows Server 2003, 2005, Windows7 & XP
 - ✓ Microsoft Office 2007 & 2010
 - ✓ Microsoft Visual Studio .Net
 - ✓ Microsoft Visual basic 6.0
 - ✓ Microsoft SQL Server
- Adobe Prime Suite
- Photoshop 7
- Macromedia Flash MX

LAN Facility

Number of nodes/ computers with Internet facility - 306

4.4.2 Is there a central computing facility? If yes, how is it utilized for staff and students?

Yes. There is a central computing facility available to staff and students. Both students and staff use this facility to access internet, it helps to update the knowledge. Further the central computer facility is also used for training purposes. The facilities available in the Central Computer centre are as follows:

S. No	Name of the Laboratory	Details of Equipments	Quantity
1	Central Computer Laboratory	Consul uninterruptible Power supply system With backup model 7.5 KVA	1
2		Intel P ₄ 2.4 GHZ-15'' Samtron monitor (21) Multimedia keyboard, mouse, Samsung (6)(Black & White)	27
3	Central Computer Laboratory	HP laser jet 1005 series	1
4		Samsung CD drive 52X	1
5		Sony 1.44MB floppy drive	1
6		Samsung CD Writer	1
7		Shriram 12v -125 batteries with fully charged	10
8	All Departments	Computers	12

4.4.3 How are the faculty facilitated to prepare computer-aided teaching /learning materials? What are the facilities available in the college for such efforts?

- Orientation is given to the teachers in the use of computers
- Teachers are trained to prepare power point presentations
- Centralized computer laboratory has been established.
- Each department is provided with a computer and internet access.
- The above facilities help the teachers to use LCD and internet sites in their teaching. Notes and other teaching aids are prepared in the form of CDs.

4.4.4 Does the Institution have a Website? How frequently is it updated?

Give details.

Yes, the institution has a website, *www.dscollege.ac.in*

It is updated once in a week. Important announcements are updated immediately as and when needed.

4.4.5 How often does the Institution plan and upgrade its computer systems?

What is the provision made in the annual budget for update, deployment and maintenance of the computers in the institution?

When essential, the College meets the need for computer up gradation from the College's budget. No specific amount is allotted in the annual budget for this purpose. However the college is able to service all faulty systems through the network team in-house.

4.4.6 How are the computers and their accessories maintained? (AMC etc.)

A technical team has been appointed by the college management for maintaining the computers and its accessories. In addition, they are under Annual Maintenance Contract.

4.5 Other Facilities

4.5.1 Give details of the following facilities:

- a) Capacity of the hostels (to be given separately for boys and girls)
- b) Occupancy

- c) **Rooms in the hostel(to be given separately for boys and girls)**
- d) **Recreational facilities**
- e) **Sports and Games (Indoor and Outdoor) facilities**
- f) **Health and hygiene (Health Care Center, Ambulance, Nurse, Qualified doctor)(full time/part time etc)**
 - a) Capacity of the hostels: 2000
 - b) Occupancy:
 - H1:900
 - H4:300
 - c) Rooms in the hostel:
 - H1:180
 - H4:192 (45 rooms are allotted for our college)
 - The hostel has well furnished rooms & good infra structure
 - Hostel rooms are neatly furnished with cup boards, racks, tables, cot, adequate ceiling fan and light.
 - A spacious, well ventilated and hygienic dining hall with separate cuisine for Tamilnadu, Kerala, Andrapradesh and Manipuri students functions in the hostel.
 - 24 x 7 Mineral water Supply
 - Indoor gymnasium.
 - STD-ISD facilities
 - d) Recreational Facilities:
 - i. Television, DVD Player and music system
 - ii. Opportunities to engage in drama, dance and music.
 - iii. Study-cum-recreational tours.
 - e) Sports and Games (Indoor and Outdoor facilities)

The College has provision for the following:

Outdoor:

- Volley ball court
- Kabbadi court
- Basket ball court

- Khokho court
- Ball badminton
- Hand ball court
- 400 mts track
- Swimming pool
- Throwing sports (Javelin, discus and shot put)
- Table Tennis

Indoor:

- Carom
- Chess
- Gymnasium

f) Health and Hygiene (Health Care Centre, Ambulance, Nurse, Qualified Doctor) (full time/part time etc)

The College has a Health Cell with the following functions:

- To arrange periodical medical checkup by health care professionals.
- To maintain a first-aid station within the campus.
- To organize first-aid training for students.
- To create awareness regarding issues related to health and hygiene.

Our management has a hospital which takes care of students' health issue. The College has a physician who visits the Hostel every day week for health check up of the boarders. Further a doctor is available on call in case a need arises in the academic campus of the College.

4.5.2 How does the institution ensure the participation of women in intra- and inter-institutional sports competitions and cultural activities?

The College encourages participation of students in extracurricular activities by arranging training and organizing inter - departments sports and cultural competitions, where students who exhibit proficiency are awarded certificates and

prizes. The College sends contingents to inter-collegiate competitions and students from the College have also represented the affiliating University in Inter-University meets. The College ensures that adequate funds are available to support the extra-curricular activities of students.

- Providing accommodation with 50% fee concession, reduction in semester fee and mess fee for the University players.
- Extra-coaching time for classes lost.
- Special awards/prizes are given to the players on the Annual day.

4.5.3 Give details of the common facilities available with the Institution

(Staff room, day care centre, common room for students, rest rooms, health centre, vehicle parking, guest house, Canteen, telephone, internet café, transport, drinking water etc.)

The common facilities available with the College are as follows:

- Bank extension counter
- Canteen
- Rest room for students
- Mineral Water plant.
- Limited parking space within the campus.
- Internet cafe
- Telecom facility
- Video & Audio systems
- Intercom facility
- Transport facility

4.6 Best Practices in Infrastructure and Learning resources

4.6.1 What innovations/best practices in 'Infrastructure and Learning Resources' are in vogue or adopted/adapted by the institution?

- Regular classes are kept interesting through power point presentations of the syllabus.
- Newly emerging technological softwares are regularly updated.

Suggestions for criterion-IV made by NAAC peer team and Academic and Administrative Audit team and the actions taken by the college on these suggestions.

- 1. It is observed that a small passage under the staircase without windows in 'B' block is used as a class room. This class may be shifted to a spacious and well ventilated class room**

Small passage under the staircase is changed as record room. The class room has been shifted to 'c' block.

- 2. The college needs to keep buildings clean and maintain it properly**

In order to keep buildings clean and to maintain it properly, a students committee is formed and instructions are given. With the help from the office supervisors they monitor the workers. Essential measures have been ensured to keep the buildings clean.

- 3. The gym in the hostel is not in working condition. It should be fixed & maintained properly**

Steps have been already taken and now the gym in the hostel is in working condition

- 4. In the routes where there is more number of students more vehicles could be operated**

Totally there are 30 buses operated. Additional buses are provided for the following routes where there was a demand of Ariyalur-3, Trichy-2, and Local- 3.

- 5. Better maintenance of the library is required**

The library is maintained properly with better facilities. More books have been added.

- 6. Infrastructural facilities, both academic and physical, need to be expanded for the further progress of the institution**

Infrastructural facilities, both academic and physical are kept in pace with the growing population.

- 7. An herbal garden and a vegetable garden may be developed and maintained by the departments of life science with student participation.**

An herbal garden is maintained by the department of Biotechnology and efforts are made to use waste from kitchen waste to maintain the garden.

Criterion V: Student Support and Progression**5.1) Student Progression**

5.1.1 Give the socio-economic profile (General, SC/ST, OBC etc.,) of the students of the last two batches.

2008-2009						2009-2010					
BC	MBC	SC	ST	OC	TOTAL	BC	MBC	SC	ST	OC	TOTAL
484	433	131	-	86	1134	445	336	95	-	59	935

5.1.2 What are the efforts made by the Institution to minimize the dropout rate and facilitate the students to complete the course?

The college has an excellent record of very limited dropout rates. The dropout rate when analysed, is very less in post graduation courses in comparison to the under graduation courses. Marriage is the main reason even for this limited dropout rate.

5.1.3 On an average, what percentage of the students progress to further studies and for employment? Give details for the last two years (UG to PG to Ph.D and or to employment)

- The percentage of students on an average progressing to further studies are

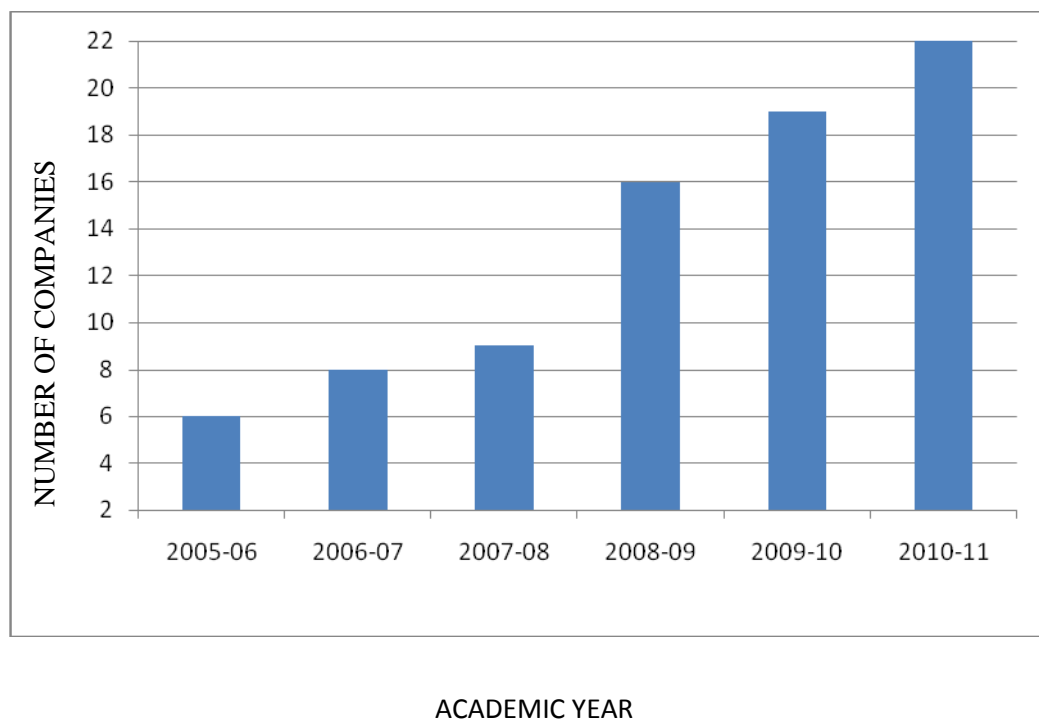
2008-2009: 72%

2009-2010: 75%

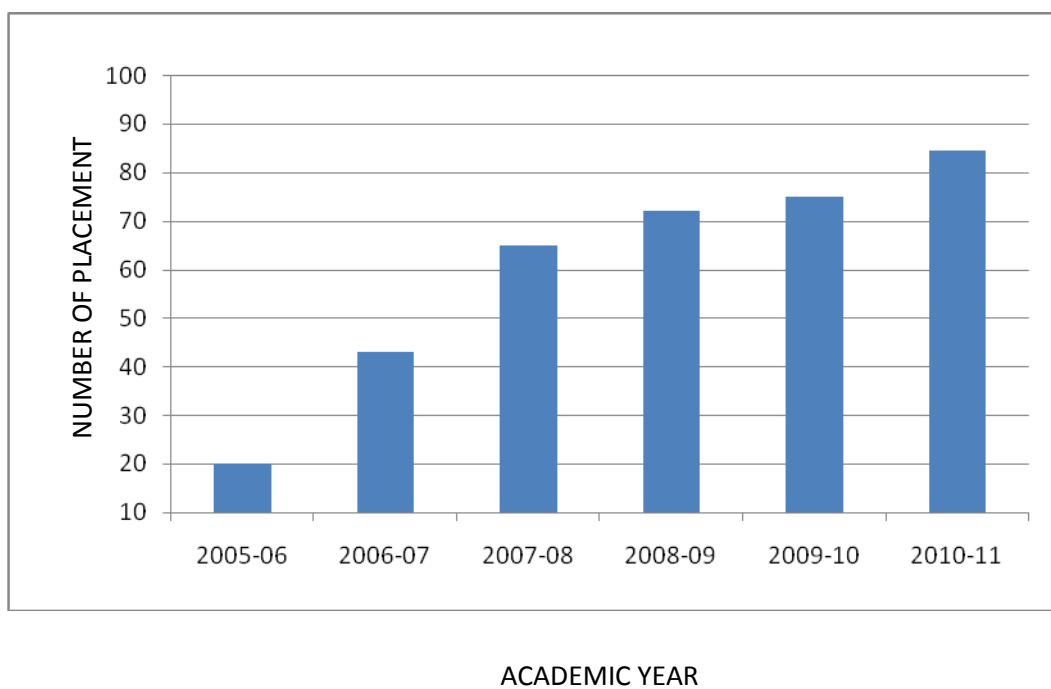
5.1.4 How does the institution facilitate the placement of its outgoing students? What proportion of the graduating students has been employed? (average of last five years)

- The Placement Cell plays a vital role in placing students.
- The number of students employed through our college over the years are graphed as below:

Campus Interview



Placement Records



5.1.5. How does the institution facilitate and support students for appearing and qualifying in various competitive examinations? Give details on the number of students coached, appeared and qualified in various competitive examinations (average of last five years) (UGC – CSIR-NET,SLET, GATE, CAT,GRE,TOFEL, GMAT, Civil services – IAS, IPS, central/State services etc.

S. No.	Exam Name	No. of students		
		Coached	Appeared	Qualified
1.	NET training programme	12	10	2
2.	SLET training programme	10	6	-
3.	UGC CAS	-	-	-
4.	Civil Service Training Programme	-	-	-
5.	TOEFL	-	-	-
6.	GRE	-	-	-

5.1.6 Give a comparative analysis of the institutional academic performance with reference to other colleges of the affiliating university and the university average. (Pass percentage, Distinctions, Gold Medals and University Ranks, Marks obtained in relation to university average etc. (Last Five years data)

Compared to other colleges affiliated to the University this college has performed very well in the Affiliating University examinations. Students have secured more University ranks. Details are as follows.

Examination Results (data of past five years)

Results	UG					PG					M. Phil				
	(2005-06)	(2006-07)	(2007-08)	(2008-09)	(2009-10)	(2005-06)	(2006-07)	(2007-08)	(2008-09)	(2009-10)	(2005-06)	(2006-07)	(2007-08)	(2008-09)	(2009-10)
Pass Percentage	88.4	93.62	95.94	96.09	98.8	95.7	98.17	98.45	97.7	98.69	100	100	100	100	97.5
Number of first classes	280	238	301	407	397	421	255	201	224	157	10	16	19	15	8
Number of distinctions	37	42	129	153	184	164	54	111	129	172	10	5	17	21	55
Ranks (if any)	10	19	25	21	29	41	29	38	39	54	-	-	-	-	-
Gold Medals	-	3	-	-	1	-	2	1	2	1	-	-	-	-	-

5.2 Students Support**5.2.1 Does the institution publish its updated prospectus, hand book and other student information material annually? If yes, what is the information disseminated to students through these publications?**

Yes. The institution publishes its updated prospectus, magazines and hand books annually. It includes

- Programmes offered
- Laboratory details
- Transport facilities
- Infrastructural details
- Hostel facilities
- Quality Policy
- Objective
- Attendance
- College Associations
- Extracurricular activities

The College offers facilities for the following extracurricular activities which contribute to the holistic personality development of the students

- Fine Arts Club
- Sports and Games
- Swimming
- Rotaract
- NSS
- YRC
- RRC
- NCC
- EXNORA
- Consumer club

General Discipline

Notice to parents

College working hours:

U.G: 9.30 a.m to 12.15 p.m
1.05 p.m to 3.45 p.m

PG: 9.30 a.m to 1.05 p.m
2.05 p.m to 3.45 p.m

5.2.2 Does the institution provide financial aid to students? If yes, specify the type and number of scholarships /freeships given to the students during the last Academic year by the institution (other than those provided by the social welfare departments of the state or central Governments).

- Fees concession is given to the Alumnae UG students for their PG Course.
- Fifty percent concession is given to students proficient in sports and Games.
- Semester and Hostel fees concession is to the poor and needy students.
- Provides accommodation with 50% fee concession in semester fee and mess fee for the university players.
- Free Transport facility for economically poor students.
- Poor students are helped to get Government fee concessions

- Free books through book bank scheme

5.2.3 Give Details of schemes for student welfare? (Insurance, subsidized canteen facilities special diets, student counselling support “earn while you learn” scheme etc.)

- Financial help to poor students through Government welfare scholarships
- Each student is covered under the Group Insurance scheme by paying a very nominal annual premium of Rs.25 only.
- In the hostel, on request of Andhra Pradesh girls a separate cook has been appointed to prepare food items of their choice.
- For students from Kerala unpolished rice is given (Kerala rice) as per their request.
- Manipuri Cuisine is provided for Manipuri students.

5.2.4 What types of support services are available to overseas students?

- Priority and preference in admission.
- Arrangements are made to provide linguistic ethnic food.

5.2.5 Give details of the placement and counselling services for the students?

The outgoing students are placed through campus interviews. Every academic year, there is a rise in the number of students placed through campus interviews.

Tutorial system is organized and every faculty has to counsel her student on academic and personal issues. Faculty of the Department encourage students in earning credits, which depends on the potentials and aptitude of the individual students.

In addition, every month two counselling meetings are held. The counsellor's discuss students Internal Assessment tests, answer paper presentations, participation in workshops, seminars, conferences, interviews etc. Social awareness is also a part of this meeting.

Participation in many events and programmes are encouraged for their self-employment. Programmes like Mushroom Cultivation, Vermi composting, Biofertilizers, Food preparation and packaging etc. are organized for Students.

High achievers, slow learners, sports students and students worried with their personal problems are individually counseled.

The Training and Placement cell functions with a Placement Officer and two Assistant Placement officers along with Co-ordinators from each department. Regular meetings are conducted to discuss about the training Programme, Career Oriented Programme, Personality Development Programme, Faculty Development Programme, Softskills and Campus Interviews. Training and placement cell strives to give better opportunities and better placement for eligible students. Apart from this, students are also taken for off-campus interviews.

5.2.6. How does the institution encourage and develop entrepreneurial skills among the students?

Programmes to develop entrepreneurial skills of students are conducted by the HRDC officers in association with the department. It includes hands on training, workshops, seminars etc.

5.2.7. Does the faculty participate in academic and personal counselling? If yes, give details on services provided during the last academic year?

Yes, each tutor is assigned with a group of students. The student and tutor ratio is 30:1, at an average in the college.

5.2.8. Is there a separate guidance and counselling centre for women students? If yes, enumerate the activities of the centre.

There are staff counsellors to whom women students could turn for help even for their personal problems.

5.2.9. Is there a Cell/Committee constituted for prevention/action against sexual harassment of women students? If yes, what are its constitution and enumerate its activities (issues addressed during the last two years).

Not applicable.

5.2.10. Does the Institution have a grievance redressal cell? If yes, what are its functions? Detail the major grievances redressed during the last two years.

Yes, in tune with the directions of the university, anti-ragging and students Grievance cell is constituted in the College. The cell creates awareness among students about the inhuman act of Ragging as well as enlightens them about the legal aspect of anti-ragging. Posters and circulars on anti-ragging are displayed on the notice board round the year. Student's grievance on teaching, admission, examination and results, scholarships, campus discipline, library, administrative staff are collected and analyzed.

Menu in the mess is periodically changed according to the needs & wish of the students.

Additional buses are operated in routes where necessity is felt.

5.2.11. Is there a provision for acquiring computer skills/ literacy for all students, in the curriculum? If yes, give details on how it is imparted, and level of proficiency.

Yes, the curriculum provides computer related courses as allied papers and skill based electives for the students. It includes MS Office, Back Office Presentation, and Windows Operating System etc. All students (apart from Computer Science / Computer Applications/Information Technology) acquire computer skills. Certificate courses are offered by the Department of Computer Science/Information Technology/Computer Applications.

5.2.12. What value-added courses are introduced by the institution to develop life skills; career training; community orientation; good citizenship and personality development of students?

To develop life skills, guest lectures, workshops are conducted as part of career Training programme. Exnora, Rotaract, Youth Red Cross, NCC, NSS are offered as community orientation programmes. Three Interpersonal skill development programmes are conducted per semester, as part of personality Development programme. Corporate trainers act as Trainers for the personality Development Programmes.

Non academic elective papers, value education, gender studies, Tae-kwon-Do, environmental studies, yoga are also offered to develop life skills.

5.2.13. How does the institution ensure safety and security of the students, faculty and the institutional assets?

Our college students and faculty are benefited by the group insurance scheme which is offered by the University.

The college has

- Fire extinguishers
- Bus facilities enhanced (routes extended)
- Sufficient number of attenders, watchmen, wardens for monitoring student activities and building assets.

5.3 Students Activities

5.3.1. Does the institution have an Alumni Association? If yes,

- i. List its current office bearers**
- ii. List its activities during the last two years.**
- iii. Give details of the top ten alumni occupying prominent position.**
- iv. Give details of the contribution of alumni to the growth and development of the Institution.**

(i) Alumnae office bearers

Ms. J. Surya - President

Ms.M. Ramya - Secretary

(ii) Activities

- To form core committee.
- To maintain the profile of the alumnae
- To arrange for donation of books to the book bank.
- To arrange alumnae meet annually.
- To arrange awareness programmes for outgoing students on further higher studies as well as on how to face the challenges in life.
- To develop entrepreneurship
- To release Alumnae newsletter from the academic year 2012.

The top ten alumni occupying prominent position.

1. Ms.VK. Yagava Priya , System Analyst ,TCS.
2. Ms.R.Vandana, Language Editor, Scientific Publishing Services, Trichy.
3. Ms.D.Jansi, Junior Research Assistant, Starch Production industry, Puduchery.
4. Ms. T. Lalitha , Language Editor, Scientific Publishing Services, Trichy.
5. Ms.KC. Anu , Manager, Manapuram Finance, Bangalore.
6. Ms.R. Sumathi , Copy Editor,Scientific Publishing Services, Chennai.
7. Ms. G.Priyadharshini, Microbiologist, Multispeciality Hospital, Saidapet.

8. Ms.R. Rathna , Lab technician, Apollo hospital, Chennai.
9. Ms. G.Kiruthika , Software Engineer, Infosys, Chennai.
10. Ms.C.Nithya, Assistant Engineer, Infosys, Chennai.

5.3.2 How does the institution encourage its students to participate in extra-curricular activities including sports and games? Give details on the achievements of students during the last two years. (Institution level/Inter-collegiate/Inter-University/Inter-state/National/International)

- Students who represent the college in various sports are unable to attend classes regularly due to the demands of their training schedule and competitions. Teachers provide them extra guidance in their studies whenever required.
- 50% fees concession in semester fees for university players.
- Special nutritious diet is given to the players of all events who represent the college

Cultural Events:

- The cultural team of our college won the II prize in Dance competition conducted by Mangayar Malar, “Poonjaral”, held at A.V.V.M Sri Pushpam College, Poondi, Thanjavur District.
- Nakshatra’10, an inter-departmental cultural fest was organized by the fine arts club of the college to bring out the hidden talents of the students. Nearly 650 students participated in 33 events and the overall shield was won by the Department of English.
- Kumudam Snehidi conducted a programme called “Kalloori Kondattam” in association with the fine arts club of our college to provide a platform to exhibit the talents of the students.

Sports and Games

- Ms.Vaijyanthi of III B.A., English participated in the All India Inter Univerity Kho-Kho tournament from 20th to 24th December 2009 at Annamalai University, Chidambaram.

- Ms.J. Jayasuriya of I B.C.A, participated in the National Level Hand Ball Tournaments at Bhopal and Bangalore during the academic year 2010-2011.
- Ms.R. Lalitha of III B.C.A , participated in the All India University Ball – Badminton Tournament from 9th to 13th Jan 2010 at Periyar University, Salem.
- Eight Students of our college participated in the National Level Cricket Tournament from 3rd to 6th October 2009 at Kanniyakumari.
- Seven students of our college participated in the South West Inter Zonal Level Cricket Tournament from 31st August to 1st September, at Chennai and secured the 2nd place.
- Our Hand ball team represented the State Level Hand Ball Tournament from 19th September to 20th September at Madurai.
- Ball Badminton team of our college secured 3rd place in the Inter Collegiate Ball Badminton Tournament held on 17th and 18th September 2010 at Manaparai.
- Five of our college students secured first, second, third places in Inter Collegiate Swimming Competition held on 1st October 2009 at Perambalur.
- Ms.R. Lakshmi Priya of I B.Sc., Bio Tech bagged the 2nd and 3rd places in Inter Collegiate Athletic Meet held on 10th and 11th December 2009 at Bharathidhasan University, Trichy.
- At South Zone Tae-kwon-do Championship held on 3rd October 2009 at Tanjavur, 6 students secured Gold medals, 5 students secured Silver medals, 11 students bagged Bronze medals.
- Ms.S. Nathiya of II B.A., English secured 1st place in the State Level Yoga Competition held on 28th and 29th November 2009 at Trichy.
- 7 students of our college participated in the Inter-Collegiate Swimming Competition held on 23rd July 2010 in our college and secured Gold, Silver and Bronze Medals.
- 12 students of our college participated in the State Level Elavattam 2010 Athletics Sports Meet from 10th to 12th August 2010 at Nehru Stadium, Chennai.

- 3 Students of our college participated in the National Sports Festival for Women Group IV held on 4th December 2010 in Mandya (Karnataka).
- 2 Students of our college participated in the Bharathidasan University Athletics Sports Meet from 9th to 10th December 2010 held in Anna Stadium, Trichy and they got First & Third Place.
- 6 Students of our college participated in the State Level Kabaddi Tournament from 24th to 26th December 2010 held in Government Higher Secondary School, Sangarapuram.
- 23 students of our college participated in the 11th State Level Taekwondo Championship on 8th & 9th January held in A.K. Mahal, Tiruvanaikovil, Trichy and they secured Gold, Silver and Bronze Medals.
- 12 students of our college participated in the State Level Kabbadi Meet organized by the Sports Development Authority of Tamil Nadu held from 28th to 31st January at Coimbatore.
- Ms.R.Velvizhi of our College participated in the Bharathidasan University South - West Inter-zone Inter University Kabaddi Tournament from 7th to 13th February held in Vikram University Ujjain.
- 22 students of our college participated in the 12th State South zone Taekwondo Championship on 26th & 27th February 2011 held in Savithabai Higher Secondary School, Tirunagar, Madurai and they secured Gold , Silver and Bronze Medals.
- 29 students of our college participated in the Women's Day State Festival Tae-kwon-do Championship on 12th & 13th March 2011 held in Gurudhyal Sharma Thirumana Mandapam, Tanjore and they got Gold, Silver and Bronze Medals.

5.3.3. How does the institution involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the major publications/ materials brought out by the students during the previous academic session.

Student representatives are included in the Magazine Committee, where students are encouraged to publish their materials, and also to put short creative writing in the notice board.

5.3.4. Does the institution have a Student Council or any similar body? Give details on its constitution, major activities and funding.

Nil. However, students are involved in other academic and administrative bodies which have student representation in them.

5.3.5. Give details of the various academic and administrative bodies and their activities (academic and administrative), which have student representations in them.

- Alumnae association
- Grievance & Redressal cell
- Library Advisory Committee
- Magazine committee
- Hostel Committee
- NAAC Committee
- Internal Quality Assurance Cell

5.3.6. Does the institution have a mechanism to seek and use data and feedback from its graduates and from employers, to improve the growth and development of the institution?

The college collects the feedback in a standard format from the UG, PG and research scholars periodically and their suggestions are used to improve the student support services.

The institution collects feedback from employers and parents. Areas of weakness are discussed and remedial measures are taken immediately.

5.6. Best Practices in Student Support and Progression

5.6.1. Give details of institutional best practices towards Students Support and Progression?

- Student representatives are involved in various committees.
- Scholarships/awards/incentives/earn while learning scheme.
- Jobs through Placement cell.

Suggestions for criterion-II made by NAAC peer team and Academic and Administrative Audit team and the actions taken by the college on these suggestions.

- 1. An attractive profile of the college can be prepared to be sent to various companies with a request to organize campus interviews in the college.**

Attractive and informative profile is prepared and sent to various companies through HRDC.

- 2. The placement cell can prepare a calendar of events for the students to choose according to their convenience and preference.**

A calendar of events is prepared and distributed to all final year students.

- 3. Coaching for competitive examinations could be thought of.**

Students are coached for competitive examinations by eminent staff members.

- 4. The college needs an exclusive staff to strength the Cultural activities-Fine arts.**

The college invites specialists and trains students in cultural activities and fine arts.

- 5. All the departments also should take initiative and should coordinate with HRD in placing more number of students in suitable jobs.**

Each and every department has placement coordinator for guiding the students in placement related activities.

- 6. The college may think of using alumnae association to strengthen the academic base further.**

The college has an active alumnae association.

Criterion VI: Governance and Leadership

6.1 Institutional Vision and leadership

6.1.1 State the Vision and Mission statement of the institution and give details on how the institution

- a) ensures that the vision and mission of the institution is in tune with the objectives of the Higher education policies of the Nation?.**
- b) translates its vision statement into its activities?**

The vision and mission statement of the College are given below:

Vision:

To create and disseminate knowledge

Mission:

- To impart a liberal, modern and sound education.
- To inculcate a sense of human values, a spirit of patriotism, national integration and democratic outlook.
- To provide the highest quality education at an affordable cost to women students from rural background.

- a) The College ensures that its vision and mission are in line with the National policies of Higher Education through its promotion of
 - i) inclusiveness in all its academic programmes;
 - ii) relevance of education it provides;
 - iii) values;
 - iv) efforts directed at quality sustenance and development;
- b) The College ensures the translation of its vision statement into activities, constantly guided by the objectives which it has set for itself.

The objectives are towards

- Empowerment of women by eradicating illiteracy through value based education.

6.1.2 Enumerate the Management's commitment, leadership-role and involvement for effective and efficient transaction of the teaching-learning processes.

- a) The Management, through the grant of study leave, facilitates faculty improvement and, in the period from 2007 – 2011, five-Lecturers have received Ph.D. degrees, 101 have received M.,Phil degrees.
- b) To ensure that the teaching – learning process is unaffected, faculty proceeding on study leave, are replaced by guest lecturers.
- c) The College's Human Resource Development Cell was established in 2005-2006 and has been funded to conduct various faculty development programmes for lecturers.
- d) The learning resources in the Central Computer Centre are interconnected using the Web Online Public Access Catalogue. (OPAC).
- e) Equipments like OHPs, LCD projectors and laptops, wide screen TVs and DVD players, digital camera have been acquired to enable lecturers to use multimedia learning resources and create a rich learning environment. Lecturers are given training in the use of basic ICT tools and every Department has been provided with a computer.
- f) Sufficient as well as best provision is made for all teaching learning processes.
- g) Best of available teachers are recruited.

6.1.3 How does the Management and Head of the Institution ensure that the responsibilities are defined and communicated to the staff of the institution?

All the responsibilities are defined and communicated to the staff of the College through official orders through the Principal and through HoD meetings.

6.1.4 How does the Management/Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the management, to review the activities of the institution?

The Management/ Head of the Institution rely on the following to gather information about the various aspects of the functioning of the College :

- a) Personal interaction of the Principal with students at both formal and informal levels.
- b) Personal interaction of the Principal with the faculty and non teaching staff.
- c) Interaction of the Principal with parents
- d) Information available in student feedback forms and staff self – appraisal forms
- e) Meetings held with the Head of the Department.
- f) Reports of Parent-Teacher and Alumnae meetings.

6.1.5 How does the management encourage and support involvement of the staff for improvement of the effectiveness and efficiency of the institutional processes?

The management encourages the participation of staff in the process of decision-making in institutional functioning. The College has constituted different Committees with staff and student representatives as members, which play an important role in the planning and implementation of activities for institutional functioning. The participatory role of the staff in management encourages and sustains their involvement, which is necessary for the efficient and effective running of the College.

6.1.6 Describe the leadership role of the Head of the institution, in governance and management of the institution.

The Principal is the Head of the Institution and she bears the ultimate responsibility for the smooth-running of the College. The role of the Principal of the College is multi-dimensional:

- a) As the Head of the Institution, the Principal is responsible for both the academic and administrative functioning of the College.
- b) As the Secretary of the College Governing Body, the Principal convenes and prepares the agenda for Governing Body meetings. She places before the Body, academic and administrative matters requiring the Body's approval and she is responsible for executing its decisions.
- c) As the Chairperson of the Internal Quality Assurance Cell, the Principal chairs the meetings of the IQAC, monitors and implements the development activities in the College
- d) As the Chief Superintendent of all examinations held in the College, the Principal assumes responsibility for the receipt and dispatch of all confidential evaluation material, and the overall smooth conduct of each examination.
- e) The Principal receives reports from the various College Committees, which offer advice to her in matters defined in the terms of reference of their functions. On her approval, any action suggested by the Committee is, implemented and necessary funds are sanctioned from the College Budget. The Principal also chairs committee meetings, if the agenda involves important policy decisions.
- f) As the drawing and disbursing officer for the College, the Principal assumes responsibility for all financial transactions of the institution facilitating audit of the College accounts.

6.2 Organizational Arrangements

6.2.1 Give the organizational structure and details of the academic and administrative bodies of the institution. Give details of the meetings held, and the decisions taken by these bodies, regarding finance, infrastructure, faculty recruitment, performance evaluation of teaching staff and non-teaching staff, research and extension activities, linkages and examinations held during the last two years.

The management of the College rests with its Governing Body, which is appointed in accordance with the guidelines provided by the Department of Higher Education, Government of TamilNadu and approved by the Directorate of Higher Education, Government of Tamil Nadu. The Principal is the academic and administrative head of the Institution and also the Secretary of the Governing Body. She is assisted in her responsibilities by the Vice-Principal. The Head of the teaching departments are responsible for the day-to-day administration of the Department and report directly to the Principal. Additionally, the College has a number of Committees, formed with the approval of the Governing Body, which play an important role in various institutional functions.

The Academic and Administrative bodies of the College, their organizational structure, details of meetings held and important decisions taken are given below:

ACADEMIC/ADMN BODY	ORGANIZATIONAL STRUCTURE	MEETINGS HELD & DECISIONS TAKEN
GOVERNING BODY	Chairman, Secretary Few staff members.	<u>20.05.09</u> Appreciation of the previous year achievements. Approval of Principal/Staff appointment. Enhancement of research activities. Sign more MoUs. Permission for purchase need based equipments and fixtures. Approval of budget allocation for 2009-2010. Approval for Building a new mess hall. <u>12. 05.10</u> Appreciation of the previous year achievements. Approval of staff recruited for 2010-2011. Approval of budget.

ACADEMIC/ADMN BODY	ORGANIZATIONAL STRUCTURE	MEETINGS HELD & DECISIONS TAKEN
		<p>Encourage more research activities.</p> <p>Approval for purchase of equipments and fixtures.</p> <p>Appreciation to the principal investigator for getting DBT fund for her project.</p> <p>Full time by initiation of Ph.D courses.</p>
LIBRARY ADVISORY COMMITTEE	<p>Secretary, Principal, Vice-Principal, Librarian, Assistant Librarian, Five faculty members & six students</p>	<p><u>18.02.2009</u></p> <p>Books, CD issued to the user.</p> <p>To organize workshop.</p> <p>Inter library loan services.</p> <p><u>29.06.2009</u></p> <p>One-day user orientation programme.</p> <p>Strengthening periodical collection.</p> <p>Book purchase for the academic year.</p> <p><u>18.06.2010</u></p> <p>User orientation programme.</p> <p>Strengthening periodical collection.</p> <p>Books needed for the academic year.</p> <p><u>15.12.2010</u></p> <p>Digital library.</p> <p>Website updation.</p> <p>Awareness programme.</p>
JOURNAL COMMITTEE	<p>Chairman, Secretary, Principal, Vice-Principal and Committee members</p>	<p><u>10.05.2011:</u></p> <p>Journal publication</p> <p><u>16.06.2011:</u></p> <p>Election of editorial board,</p> <p>Quotation for printing and cover.</p> <p><u>15.07.2011:</u></p> <p>Rules and regulations of the Journal</p> <p>Comparative chart analyzed printer finalized</p>

ACADEMIC/ADMN BODY	ORGANIZATIONAL STRUCTURE	MEETINGS HELD & DECISIONS TAKEN
		<p><u>18.07.2011:</u></p> <p>Selection of articles</p> <p>Printing</p>
STAFF COUNCIL	Principal, Vice-Principal, HoD	<p><u>15.06.2010</u></p> <p>Orientation programme for new staff members.</p> <p>Action plan for the year.</p> <p>To organize outreach programme.</p> <p>To conduct training for life science department.</p> <p>Technical competition to be organized by the department of Computer Science and Computer Applications.</p> <p><u>18.06.2011</u></p> <p>To conduct Certificate course.</p> <p>Staff members to attend/present papers in National & International seminars.</p> <p>Departmental requirements for next year.</p> <p>Library requirements.</p>
EXAMINATION COMMITTEE	Principal, Vice-Principal, Additional Chief Superintendent	<p>IA1 DETAILS</p> <p>Examination schedule for all classes except I UG & I PG.</p> <p>Exam for all senior classes starts on 06.07.09 and for I UG 27.07.09.</p> <p>Question papers for T1 and M1 should be submitted to exam cell.</p> <p>Room allotment and examination schedule to be displayed in notice board and invigilation list is to be prepared by exam cell for the</p>

ACADEMIC/ADMN BODY	ORGANIZATIONAL STRUCTURE	MEETINGS HELD & DECISIONS TAKEN
		<p>staff.</p> <p>Mark list to be submitted to the exam cell within 3 days & result analysis is to be completed.</p> <p>M-1 DETAILS</p> <p>Mid semester examination schedule for all the classes start on 03.08.09 and for I UG on 24.08.09.</p> <p>Room allotment and examination schedule are displayed in the notice board and invigilation list is prepared by exam cell.</p> <p>Portions for mid semester are 2 and 1/2 units and 1 unit for T2.</p> <p>Tentative exam schedule for T2.</p> <p>Mark list to be submitted to the exam cell within 3 days & result to be analysed after completion of all exams.</p> <p>MODEL EXAM</p> <p>A tentative exam schedule for model exam should be submitted on or before 05.10.09</p> <p>Room allotment and examination schedule to be displayed in the notice board and invigilation list is prepared by exam cell.</p> <p>All the HoDs and department exam cell in-charges are asked to take care of their students throughout the exam.</p> <p>Portions for the mid semester are 2 and 1/2 units.</p> <p>Mark list to be submitted to the exam cell within 3 days & result analysis is to be completed.</p> <p>To include a tentative examination schedule</p>

ACADEMIC/ADMN BODY	ORGANIZATIONAL STRUCTURE	MEETINGS HELD & DECISIONS TAKEN
		<p>for T2 for all UG/PG class.</p> <p>T2 DETAILS</p> <p>University exam application form will be issued in the third week of September.</p> <p>Room allotment and examination schedule for T2 to be displayed in the notice board.</p> <p>T2 for senior classes starts on 14.09.10 and M1 for I PG and T2 to be I UG starts on 22.09.10.</p> <p>All the class in-charges are asked to verify the fees paid by their students, and all pending fees should be paid within this month.</p> <p>A Tentative schedule for model exam should be prepared on or before 5.10.09</p> <p>MODEL EXAM</p> <p>Model exam for all classes start on 19.10.09 and I PG on 26.10.09.</p> <p>The Department having odd semester practical in this month are asked to collect their answer sheet, attendance sheet, question paper and complete cover writing work before 4 days of the exams.</p> <p>After the completion of model exam, all the HoDs and the class in-charges are asked to submit their internals, attendance percentage and result analysis on or before 30.10.09 to the exam cell.</p> <p>IA1 DETAILS</p> <p>IA1 examination starts on 18.12.09 for all the classes.</p>

ACADEMIC/ADMN BODY	ORGANIZATIONAL STRUCTURE	MEETINGS HELD & DECISIONS TAKEN
		<p>Room allotment and examination schedule for IA1 are displayed in the notice board.</p> <p>Invigilation list is displayed in the exam cell.</p> <p>All the HoDs are asked to submit a tentative schedule for IA2.</p> <p>Mark-list is to be submitted to the exam cell within 3 days & result to be analysed after completion of all exams.</p> <p>IA2 DETAILS</p> <p>IA1 examination starts on 22.02.10 for all the classes.</p> <p>Room allotment and examination schedule to be displayed on 19.02.10.</p> <p>Model exam will be held on 17.03.10 and all the HoDs are asked to plan and submit a tentative schedule on or before 10.03.10 according to their practical schedule.</p> <p>All HoDs and class in-charges are requested to verify their students fees balance.</p> <p>MODEL EXAM</p> <p>Model exam for the classes starts on 30.03.10 for all UG classes and on 12.04.10 for PG classes.</p> <p>After the completion of the model exam, all the HoDs are asked to submit their internals, attendance percentage and condonation fees, to the exam cell.</p> <p>University practical scripts and remuneration sheets should be submitted immediately after the completion of exam to the exam cell.</p>

ACADEMIC/ADMN BODY	ORGANIZATIONAL STRUCTURE	MEETINGS HELD & DECISIONS TAKEN
		After completing the Viva Voce, the details should be submitted separately to the exam cell.
STAFF SELECTION COMMITTEE	Secretary, Advisor, Principal, Dr.K.V.Krishnamoorthy	<u>17.04.2010</u> Discussion about staff Requirement. Advertisement given to Newspapers. Scrutiny of biodata. Call letters. <u>15.05.2010</u> Interview was conducted for all short-listed candidates. Selection list. Joining date. Standing order and appointment order. <u>10.05.2011 & 29.05.2011</u> Discussion about staff Requirement. Advertisement given to Newspapers. Scrutiny of biodata. Call letters. Interview was conducted for all short-listed candidates. Selection list. Joining date. Standing order and appointment order.
CALENDAR COMMITTEE	Secretary, Principal, HoD, ISO Coordinators & Student	<u>21.4.2010</u> Inclusion of Quality policy, vision, mission & objectives of the institution. Inclusion of College Rules & Regulations. Inclusion of Extracurricular activities.

ACADEMIC/ADMN BODY	ORGANIZATIONAL STRUCTURE	MEETINGS HELD & DECISIONS TAKEN
		<p>Inclusion of Internal Assessment Examination.</p> <p>Inclusion of college events for odd & even semester.</p> <p>Inclusion of syllabus completion.</p> <p><u>25.4.2011</u></p> <p>Inclusion of Quality policy, vision, mission & objectives of the institution.</p> <p>Inclusion of College rules & Regulation.</p> <p>Inclusion of Extracurricular activities.</p> <p>Inclusion of Internal Assessment Examination.</p> <p>Inclusion of college events for odd & even semester.</p> <p>Inclusion of syllabus completion.</p>
<p>INTERNAL QUALITY ASSURANCE CELL</p>	<p>Chairperson, Administrative Officers, Teaching Faculty, Management Representative, Nominees from local society, Students, Coordinator</p>	<p><u>11.8.2009</u></p> <p>Discussion on activities-like Tree plantation, Public Relation Cell, Utilization of library, Yoga training Work involvement Appreciated -Self discipline, Work involvement</p> <p><u>10.2.2010</u></p> <p>Infrastructure facilities by procuring instruments for science departments, Setting up of a lab for Audio-Video recording Apply for special courses Apply for more research projects Encourage to publish more papers in national</p>

ACADEMIC/ADMN BODY	ORGANIZATIONAL STRUCTURE	MEETINGS HELD & DECISIONS TAKEN
<p>INTERNATIONAL ORGANIZATION FOR STANDARDIZATION COMMITTEE</p>	<p>Principal, Management Representative, Co-ordinators, Committee members</p>	<p>and international journals Strengthen alumnae activities <u>17.7.2010</u> Outreach programmes Usage of audio-video visual room Industrial visits Strengthening women cell Coaching class for competitive examination Seminar through funding agencies. <u>29.10.2010</u> Out-reach programme. Awareness programme – Physical education Coaching class for competitive examination Audio Visual room Alumnae meet. Parents teachers association meet. <u>20.11.2010</u> Alumnae meet. Parents teachers association meet. <u>06.04.2009.</u> Workload of faculty along with new staff recruitment list. All the HoDs were requested to submit annual plan, department objectives for the next academic year. Timetable In-charge of the respective departments were asked to verify and submit their class time table on or before 17.04.09. HoDs of all the departments were asked to submit their department requirement regarding ISO Files, Registers, Formats and Log book for the forthcoming academic year.</p>

ACADEMIC/ADMN BODY	ORGANIZATIONAL STRUCTURE	MEETINGS HELD & DECISIONS TAKEN
		<p><u>16.06.2009.</u></p> <p>Dr. Anusha Baskar, Principal is the MR for this academic year.</p> <p>Annual plan, department objectives and timetable of all the departments were discussed.</p> <p>Time table of all the departments were collected.</p> <p>ISO formats, Log Book, Files & Registers were distributed to all the departments through HoD.</p> <p>In this academic year Ms.P.Seethalakshmi, Head, Department of Biotechnology & Bioinformatics was appointed as ISO Coordinator.</p> <p>Ms.P.Prameeela, Head, Department of Commerce& Ms.Sagaya Suchitra, Head, Department of Computer Science & Information Technology was appointed as Assistant ISO Coordinator of our college.</p> <p>Instruction for entry in ISO log book, Register and formats were given by the ISO Coordinator.</p> <p><u>09.07.2009.</u></p> <p>Annual plan of each departments was reviewed by the ISO Coordinators, HoDs and MR.</p> <p>The first and second Internal Audit of this semester was planned and intimated to all HoDs.</p> <p>The new ISO auditor & auditees were intimated regarding the training programme</p>

ACADEMIC/ADMN BODY	ORGANIZATIONAL STRUCTURE	MEETINGS HELD & DECISIONS TAKEN
		<p>arranged for them.</p> <p><u>04.08.2009.</u></p> <p>Annual plan of each department was reviewed with HoDs, ISO coordinators and MR.</p> <p>The updated Log books, files & registers of each department was reviewed.</p> <p>The HoDs were intimated about the first internal audit to be held on 4th September.</p> <p>All the HoDs were requested to complete their audit works & also stick on to their schedule.</p> <p><u>10.09.2009.</u></p> <p>Annual plan of each department was reviewed by the HoD, ISO coordinators and MR.</p> <p>The HoDs were intimated about the external audit to be held in the month of November. The first internal audit schedule and timing were intimated to all the HoDs.</p> <p>All the HoDs and Faculty were requested to lend cooperation.</p> <p>All the HoDs were requested to complete their SFI within 3 days.</p> <p><u>01.10.2009.</u></p> <p>All the HoDs were asked to make arrangements for the internal audit to be held on 4th November.</p> <p>Annual plan of each departments were reviewed with HoDs, ISO coordinators and also with MR.</p>

ACADEMIC/ADMN BODY	ORGANIZATIONAL STRUCTURE	MEETINGS HELD & DECISIONS TAKEN
		<p>All the ISO Files, Registers and Log books to be completed before the external audit. HoDs were requested to monitor it.</p> <p>Timetable in-charges and HoDs were instructed to submit the timetable for the even semester.</p> <p>The HoDs were intimated regarding the external audit which will be held on 24th November.</p> <p><u>07.12.2009.</u></p> <p>Review of external audit report.</p> <p>Annual Plan of each department were reviewed with HoDs, ISO coordinators and also with MR.</p> <p>ISO formats, Log books, Files were distributed to all the departments through HoDs.</p> <p>All the HoDs were instructed to update their department activities which should be recorded.</p> <p><u>12.01.2010.</u></p> <p>Previous meeting was reviewed.</p> <p>Annual Plan of each department was reviewed with HoDs, ISO coordinators and also with MR.</p> <p>The HoDs and ISO auditors were instructed to submit Log books, Registers and Files for reviews which have been updated.</p> <p><u>10.02.2010.</u></p> <p>All the HoDs and ISO Coordinators were instructed to complete their department works, ISO Files and Registers.</p>

ACADEMIC/ADMN BODY	ORGANIZATIONAL STRUCTURE	MEETINGS HELD & DECISIONS TAKEN
		<p>The auditor and auditees of all the departments were requested to complete their ISO works.</p> <p><u>16.03.2010.</u></p> <p>Last meeting was reviewed.</p> <p>All the HoDs and ISO Coordinators were instructed to complete their department works, ISO Files and Registers.</p> <p><u>06.04.2010.</u></p> <p>All the HoDs were requested to submit their Annual plan, department objectives for the next academic year.</p> <p>Time table In-charge of the respective departments were asked to verify the timetable of all departments and submit them to the ISO Coordinators.</p> <p>All the HoDs were asked to submit their requirements of Log books, Registers for the academic year 2009-2010.</p> <p>The requirements of ISO Log books, Files, Formats and Registers for the forthcoming academic year must be submitted to ISO coordinators on or before 16.04.10.</p> <p><u>09.04.2010.</u></p> <p>All the HoDs are requested to submit their annual plan, department objectives for the next academic year.</p> <p>Timetable In-charge of the respective departments are asked to verify their clarifications and also submit their class time table on or before 22.04.10.</p>

ACADEMIC/ADMN BODY	ORGANIZATIONAL STRUCTURE	MEETINGS HELD & DECISIONS TAKEN
		<p>HoDs of all the departments are asked to submit their department requirement regarding ISO Files, Registers, Formats and Log book for the forthcoming academic year.</p> <p><u>10.06.2010.</u></p> <p>The Principal Dr. Anusha Baskar introduced the new MR Ms.S.H.Afroze for this academic year.</p> <p>Annual plan, department objectives and time table of all the departments were discussed. Timetable of all the departments were collected.</p> <p>ISO formats, Log Book, Files & Registers were distributed to all the departments through HoD.</p> <p>Instruction for the ISO log book, Register and formats were intimated by our ISO Coordinator through MR.</p> <p><u>05.07.2010.</u></p> <p>Annual plan of each departments was reviewed with ISO Coordinator, HoDs and MR.</p> <p>The first Internal Audit of this semester planned and intimated to all HoDs and ISO auditors of the departments.</p> <p>The new ISO auditor & auditees were intimated regarding the training programme arranged for them.</p> <p><u>02.08.2010.</u></p> <p>Annual plan of each departments were reviewed with HoDs, ISO coordinators and</p>

ACADEMIC/ADMN BODY	ORGANIZATIONAL STRUCTURE	MEETINGS HELD & DECISIONS TAKEN
		<p>MR.</p> <p>The updated Log book , Files, Registers of each department was reviewed.</p> <p>The HoDs were intimated regarding the first internal audit to be held on 21st & 22nd September.</p> <p>All the HoDs were requested to complete their audit works & also stick on to their schedule.</p> <p><u>06.09.2010.</u></p> <p>Previous meeting was reviewed.</p> <p>Annual plan of each department was reviewed by the HoDs, ISO coordinators and MR.</p> <p>HODs were intimated regarding the external audit which will be held in the month of October.</p> <p>All the HoDs and Faculty were requested to lend their fullest cooperation.</p> <p><u>01.10.2010.</u></p> <p>All the HoDs to be ready for the external audit on 6th October.</p> <p>Annual plan of each departments was reviewed with HoDs, ISO coordinators and MR.</p> <p>All the ISO Files, Registers and Log books to be completed before the external audit. HoDs were requested to monitor it.</p> <p>Timetable in-charges and HoDs were instructed to submit the timetable for the even semester.</p> <p><u>06.12.2010.</u></p>

ACADEMIC/ADMN BODY	ORGANIZATIONAL STRUCTURE	MEETINGS HELD & DECISIONS TAKEN
		<p>Annual Plan of each department was reviewed by the HoDs, ISO coordinators and MR.</p> <p>ISO formats, Log books, Files were distributed to all the departments through HoDs.</p> <p>For the even semester Ms.C.Uma, Lecturer, Department of Chemistry & Ms.F.Celin Hemalatha, Lecturer, Department of Physics were appointed as Assistant ISO Coordinators by the MR.</p> <p>All HoDs were instructed to update their department activities and these should be documented.</p> <p><u>12.01.2011.</u></p> <p>Annual Plan of each department was reviewed by the HoDs, ISO coordinators and MR.</p> <p>The HoDs and ISO auditors were instructed to submit Log books, Registers and Files for review.</p> <p><u>07.02.2011.</u></p> <p>The Principal Dr. Anusha Baskar introduced the new MR Mrs.K.Baghi Rathi for this academic year.</p> <p>All HoDs and ISO Coordinator were instructed to complete their department work, ISO Files and Registers.</p> <p><u>10.03.2011.</u></p> <p>Previous meeting was reviewed.</p> <p>The auditor and auditees of all the departments were requested to complete their</p>

ACADEMIC/ADMN BODY	ORGANIZATIONAL STRUCTURE	MEETINGS HELD & DECISIONS TAKEN
		<p>ISO works.</p> <p>The requirements like Log books, Files, Formats and Registers for the academic year must be submitted to ISO coordinators on or before 20.04.11.</p> <p><u>04.04.2011.</u></p> <p>All HoDs were requested to submit their Annual plan, department objectives for the next academic year.</p> <p>Time table In-charge of the respective departments were asked to verify the timetable of all departments and submit them to the ISO Coordinators.</p> <p>All the HoDs were asked to submit their requirements like Log books, Registers for the academic year 2011-2012.</p>

6.2.2 To what extent is the administration decentralized? How does the institution collaborate with different sections/departments and personnel of the institution to improve the quality of its educational provisions?

The Principal is the administrative head of the College. Certain administrative functions are delegated to the Vice Principal and the Head of Department after the approval of the college Management.

The Management has also approved various Committees involving Staff members, which perform an advisory role in matters within their designated sphere of activity and also help in the execution of administrative decision .Some of the Committees , which have been assigned such a role in the College are:

- a) **Calendar Committee:** It is entrusted with the task of preparing the Annual Academic Calendar of the college, including the setting of schedules for internal examination, ISO audit, College celebrations, etc.
- b) **Staff Selection Committee:** To select efficient staff members as per the requirement of the department.
- c) **Library advisory committee:** It is entrusted to form the Library Rules and Regulations as well as to recommend needed books.
- d) **Journal Committee:** To publish the Research Journal after collection and scrutiny of various articles.
- e) **Examination Committee:** It is entrusted with the implementation of all activities pertaining to the College internal and external examination. It also advises the administration on evaluation matters.

The Head of the Departments play an important role in advising the Principal and the management on matters of academic administration, students affairs and any other matter referred to them.

Coordination between the different departments with a role in administration is ensured by the Principal who receives reports from each unit and uses this information to decide on the course of action. The Principal also takes the initiative to ask for joint meetings of two or more College Committee to discuss matters where this is necessity felt.

6.2.3 Does the institution have effective internal co-ordination and monitoring mechanisms? If yes, specify.

Yes. The different functional units of the college, including academic and administrative units report to the Principal. Effective internal co-ordination amongst the different units is achieved with the principal interacting directly with the units or by issuing necessary instructions and office orders.

The Vice-principal, Head of the Departments and College Committees are entrusted with the monitoring of different Institutional functions and they have defined areas of responsibility. The overall monitoring responsibility of the college functions rests with the Principal.

6.2.4 Does the Institution have a Grievance Redressal Cell for its employees? If yes, what are its functions? List the number of grievances redressed during the last two years.

With regard to the staff members request, the college has arranged for free medical check-up in Dhanalakshmi Srinivasan Medical College Hospital and fees waiver for their children in the trust managed schools. Remuneration is provided for the staff members who present papers in National/ International conference. The staff are permitted paid leave for their research activity particularly for completing their Ph.D.

6.2.5. How many times does the management meet the staff in an academic year? What are the major issues discussed during the last meeting?

The management, represented by the principal, meets the staff to discuss issues which concern all institutional units and also seek the views of these units in the planning and implementation of institutional functions. The principal has formal meetings with the teachers and the supporting staff. Meetings are conducted to discuss the result of each semester and how to improve the university rank holders.

6.2.6 Is there a cell to prevent sexual harassment of women staff? How effective is the functioning of the Cell?

Nil

6.3. Strategy Development and Deployment

6.3.1 Describe the procedure of the developing the perspective Institutional plan.

How are the Teachers, Students and Administrators involved in the planning process?

The development of the perspective Institutional plan is initiated keeping in view the National policies in higher education, existing priorities and local needs. It begins with informal consultations with community leaders, prominent academicians, faculty members, staff and students. This is followed by the Principal, when a plan is

discussed and responsibility assigned to prepare a draft incorporating the views of all the members. The final draft is presented to the Governing Body for its approval.

6.3.2 How are the objectives communicated and deployed to all levels, to ensure individual employee's contribution for the institutional development?

The college's objectives are communicated to all staff members through circulars and notices. The objectives are also published in the College's prospectus making them available to students, their guardian and public.

The individual employee's contribute to the institutional development providing best quality teaching and also contribute books to book bank.

It needs mention that the institutional objectives in terms of reference with the committees and other actionable documents are all developed after extensive consultation involving all staff members. This gives the staff a share in the ownership of these documents and plays an important role in ensuring their contribution towards attaining the institutional objectives.

6.3.3. List the different committees constituted for the management of different activities? Give details of the meetings held and the decisions taken, regarding academic management, finance, infrastructure, faculty, research, extension and linkages and examinations during the last two years.

The management of the College rests with its Governing Body, which is appointed in accordance with the guidelines provided by the Department of Higher Education, Government of TamilNadu and approved by the Directorate of Higher Education, Government of Tamil Nadu. The Principal is the academic and administrative head of the Institution and also member of the Governing Body. She is assisted in her responsibilities by the Vice-Principal. The Heads of the departments are responsible for the day-to-day administration of the Departments and report directly to the Principal. Additionally, the College has a number of Committees, formed with the approval of the Governing Body, which play an important role in various institutional functions.

The Academic and Administrative bodies of the College, their organizational structure, details of meetings held and important decisions taken are **refer 6.2.1**.

6.3.4 Has the institution an MIS in place to select, collect, align and integrate data and information on the academic and administrative aspects of the institution?

An MIS is being implemented. The College has installed the hardware and networked its academic and administrative units. Customized software has been acquired and the staff are trained in its use. The creation of databases for academic and administrative units is in progress. TCS ION is to be installed shortly.

6.3.5 Does the institution use the various data and information obtained from the feedback, in decision-making and performance improvement? If yes, give details.

Yes. The institution uses various data and information obtained from the feedback, in decision-making and performance improvement. Feedback received from students is primarily responsible for the following:

- a) Instructions to Head of the Departments to ensure regular engagement of classes;
- b) Making drinking water available at more points within the campus.

Feedback from Departments and faculty is taken into account with regard to the following:

- i) Determining the number of students to be admitted to a Department and setting of the necessary criteria.
- ii) In preparing the Class Routine for the Academic Year.
- iii) In deciding priorities in infrastructure improvement and in deciding the budget allocations for the financial year.
- iv) In planning the introduction of new courses. Feedback obtained from Committees is used in decision making pertaining to the area of responsibility of a particular Committee (ISO). Inputs received from students, faculty and the non-teaching Staff is also considered in

decision-making regarding the service of the College Administrative office.

6.3.6 What are the institution's initiatives for promoting co-operation, sharing of knowledge, innovation and empowerment of the faculty? (Skill sharing across departments, creating/providing conducive environment, etc.)

The institution's initiatives for promoting co-operation, sharing of knowledge, innovation and empowerment of the faculty include the following:

- a) Encouragement for interdisciplinary teaching
- b) Delegation of responsibility for various Institutional functions to Committees, which allows for collective inputs and co-operative action.
- c) Support to undertake faculty training programmes.

6.4 Human Resource Management

6.4.1 What are the mechanisms for performance assessment (teaching, research, service) of faculty and staff? (Self-appraisal method, comprehensive evaluation by students and peers). Does the institution use the evaluations to improve teaching/ research of the faculty and service of the faculty by other staff? If yes, how?

Faculty assessments are made on the basis of self-appraisal report and student feedback. Important feedback on teaching is also obtained from parents/guardians during the Parents-Teacher meeting, which is organized by the College. For performance assessment of the non-teaching staff, feedback is obtained from the primary recipients of support services provided by them, viz., students, and lecturers. The overall supervision of the academic and administrative functions of the Institution is performed by the Principal, who receives a report on all feedback and also interacts directly with the faculty, staff, students and parents to gain first hand information on the academic and administrative functions of the Institution. The feedback received is used to identify areas of improvement in both academic and administrative functions. And the concerned departments or individuals are informed by the Principal about the

feedback and asked to implement desirable changes. Where necessary, the matter may, at the discretion of the Principal, be referred to the Governing Body for its view.

6.4.2 What are the welfare measures for the staff and faculty? (mention only those which affect the well-being, satisfaction and motivation).

The College's initiatives towards the welfare of its staff and faculty include the following:

- i) Training in the use of computers for staff to motivate them for self-development.
- ii) Organization of Health Awareness programmes
- iii) Organization of sports and cultural activities in which all the staff members can participate.

6.4.3 What are the strategies and implementation plans of the institution, to recruit and retain faculty and other staff who have the desired qualifications, knowledge and skills?

The College conducts its recruitment of staff according to the guidelines provided by the UGC and directives of the Directorate of Higher Education, to the Bharathidasan University and as per the requirement of the college.

6.4.4 What are the criteria for employing part-time/ad-hoc faculty? How are the recruitment conditions of part-time/ad-hoc faculty different from that of the regular faculty? (Eg. salary structure, workload, specializations).

For appointments made against full-time temporary posts, the specialization is decided by the respective Departments and the Governing Body makes the appointments through a process of advertisement and interview. The salary and service terms for these posts are determined by the Governing Body and the workload of teachers in these posts is similar to that of a teacher in a regular post.

Example

1. Ms.D.Baranidevi works as a Tae- kwon do coach, receives Rs.8,000/- per month.

2. Ms.R.Kavitha works as a Yoga teacher, receives Rs 6000/- per month.
3. Ms.R.Mathumathi works as a Yoga teacher, receives Rs 5000/- per month.

6.4.5 What are the policies, resources and practices of the Institution that support and ensure professional development of faculty? (Eg. budget allocation for staff development, sponsoring for advanced study, research, participation in seminars, conferences, workshops, etc., and supporting membership and active involvement in local, state, national and international professional associations.)

The College has a Faculty Development Cell which functions with the following terms of reference:

- i. Plan and execute programmes that address instructional, professional, career and personal development of faculty members.
- ii. Organize new skill development opportunities and also where the scope exists, for respecialization.

6.4.6 How do you assess the needs of faculty development? Has the institution conducted any staff development programmes for skill up-gradation and training of the staff? If yes, give details.

The Human Resource Development Cell of the College organized a one-day Workshop on Library Networks and web resource on 28th April 2010.

Department of Computer Applications and Computer Science organized a training programme titled Ms-Office Packages on 14th June 2011 for all the staff members.

6.4.7 What are the facilities provided to faculty? (Well-maintained and functional office, infrastructure and other space to carry out their work effectively, etc.)

The facilities made available to the faculty by the College include the following:

- i. The College office takes care of all the administrative aspects pertaining to the service of a teacher in the College, viz. salary and other financial benefits, confirmation in service and promotion, in service training and retirement benefits.
- ii. Each teaching Department in the College has its own staff room, furniture, desktop, books and bookshelves, and intercom facilities. Departments with syllabi incorporating practical components also have well-equipped departmental laboratories. All of this is available to the faculty for use.
- iii. To enhance teaching AV room is available.
- iv. Departments are provided with all required stationary material and can put in a requisition for any additional material. Departments are provided with funds to purchase books that the faculty may require and also recommend books to be acquired by the Central Library.
- v. Faculty are provided with facilities for accessing internet in Central Computer Centre.
- vi. Better infrastructure in classrooms in the form of new furniture, better writing boards.
- vii. Students Common Room.

6.5 Financial Management and Resource Mobilization

6.5.1 Does the Institution get financial support from the Government? If yes, mention the grants received in the last three years under different heads. If no, give details of the sources of revenue and income generated during the last three years?

No

6.5.2 What is the quantum of resources mobilized through donations? Give information for the last two years.

No.

6.5.3 Is there adequate budget to cover the day-to-day expenses? If no, how is the deficit met?

Yes, there is adequate budget to cover the day-to-day expenses.

6.5.4 What are the budgetary resources to fulfill the institution's mission and offer quality programmes? (Budget allocations over the past two years (provide income expenditure statements))

Refer Annexure – II

6.5.5 Are the accounts audited regularly? If yes, give details of internal and external audit procedures and the audit reports for the last two years.

Yes. The internal audit of the College accounts is done annually by an internal auditor and authorized by the College's Governing Body.

6.5.6 Has the institution computerized its finance management systems? If yes, give details.

Yes. The computerization of the financial management system, and also other administrative functions, has been undertaken by the College. The required hardware and customized software has been acquired and staff are trained to work on this.

6.6 Best Practices in Governance and Leadership

6.6.1 What are the significant best practices in Governance and Leadership carried out by the Institution?

- Adoption of an Institutional vision which is in line with the National policies in Higher Education.
- Framing various committee.
- Decentralization of administrative functions.
- Initiation of measures towards computerization of office functions

- Maintaining transparency in all aspects of the College's functioning through a process of broad-based consultation.

The four Leadership qualities are:

1. Honesty
2. Optimism
3. Competency
4. Inspiring intelligence.

Suggestions for criterion-VI made by NAAC peer team and Academic and Administrative Audit the actions taken by the college on these suggestions.

1. The college should make effort to get autonomous status.

The college has started making sincere efforts to achieve Deemed to be University status.

2. A project to establish biogas for effective utilization of kitchen waste may be initiated.

A preliminary treatment plant for kitchen waste has been established. Steps would be taken soon to establish a biogas unit.

Criterion VII: Innovative Practices

7.1 Internal Quality Assurance System

7.1.1 What mechanisms have been developed by the institution for quality assurance within the existing academic and administrative systems?

The institution has adopted several mechanisms / processes for internal quality checks. Formation of the Internal Quality Assurance Cell (IQAC) is one among them and the IQAC conducts regular internal academic audit and the report is forwarded to NAAC/UGC too.

- Self –assessment of teachers.
- Teacher assessment by students.
- Subjects itself to ISO 9001-2008 Quality Certification. The college faces a quality control measure of audit by experts from “BSI India” once in a year.
- Subjects itself to external Academic and Administrative Audit through IQAC

The mechanisms/ processes mentioned above have reviewed the quality dimensions of the academic programmes of the college. The management constantly monitors as well as explores the avenues of improving quality. The suggestions and comments of the management are effectively used to ensure quality in all academic programmes.

The college management (Chairman/vice-chairman/Secretary) visits the college everyday and with the help of the Principal/Vice-Principal they oversee the overall administration of the college.

The IQAC/ISO Cell ensures quality in administration as well as teaching, learning process.

The IQAC monitors quality initiatives of the Teaching departments and meets them twice in a year to evaluate the teaching/learning practices within the institution.

Programme exit questionnaire seeks information from students on the quality of college administration and their suggestions/criticisms are taken into serious consideration.

7.1.2 What are the functions carried out by the above mechanisms in the quality enhancement of the institution?

All the academic and non academic issues related to the institution are discussed and reviewed by the Board of the College. They include conduct of academic activities, utilization of development funds, discipline and co curricular activities. The board takes appropriate decisions from time to time to raise the academic standards of the institution within the administrative framework. The IQAC monitors quality initiatives of the Teaching departments and meets them twice in a year to evaluate the teaching/learning practices within the institution. The Research Committee headed by a Convener monitors, and reforms the research activities within the institution.

7.1.3 What role is played by students in assuring quality of education imparted by the institution?

The feedback provided by the students on teaching and effectiveness of curricular transactions are taken into consideration to ensure quality of education.

7.1.4 What initiatives have been taken up by the institution to promote best practices in the institution? How does the institution ensure that the Best Practices have been internalized?

The IQAC and the Research Committee encourages the departments to innovate in the areas of teaching/learning and research. Best practices that evolve in these areas are discussed in the board meetings and the staff meetings of the institution. Faculty members are encouraged to take part in national and international seminars, symposia, conferences and workshops to get acquainted with the latest developments in their respective domains. Faculty members who undergo training get opportunities to share their experiences in the department staff meetings. IQAC also

organizes programmes to facilitate the dissemination of such acquired expertise and knowledge.

The Department of English has instituted several innovative practices for student development. This includes the Language Laboratory which organizes programmes to the students by the teachers providing an innovative learning experience. Department of Chemistry organises certificate course on Domestic Chemistry for all the UG and PG students.

7.1.5 In which way has the institution added value to the quality enhancement of students?

The Institution has established several mechanisms to add value to the quality enhancement of students. The Techno Vision Association of the Department of Computer Science conducts Debugging, Paper Presentation and Aptitude Competitions which help the students to develop their skills. The Department of Business administration has adopted the subscription of Business Line for the enhancement of the students' knowledge in the field of business as well as for gathering world wide information and knowing the new trends in business. Besides, the Co curricular activities organized by the NCC, NSS, Rotaract, YRC, RRC , Yoga, Tae-kwon-Do, Exnora and Consumer club special programmes for personality and skill development of students is organized through the placement cell.

7.2 Inclusive Practices

7.2.1 What practices have been taken up by the institution to provide access to students from the following sections of the society:

- a. Socially-backward**
- b. Economically-weaker and**
- c. Differently-abled**

In both UG and PG programmes, seats are allocated to the SC, ST, OBC, and differently abled. Moreover the SC & ST and the OBC enjoy fee concessions and

avail government scholarships and grants. Institution offers fee concession to the students from poor families.

7.2.2 What efforts have been made by the institution to recruit 1) Staff from the disadvantaged communities? Specify?

a) Teaching

b) Non Teaching

• **Teaching :**

S.No.	Category	1	2	3	4	5
1	SC	10.55 %	13.13 %	15 %	12.22	17.95 %
2	ST	-	-	-	-	-
3	OBC [BC+MBC]	75.16 %	73.75 %	74.38 %	76.11	73.33 %
4	General Category	14.28 %	13.13 %	10.63 %	10 %	18.72 %
5	Any other - DNC	0.62%	1.25%	0.63%	1.67%	2.051%

• **Non-teaching**

S.No	Category	1	2	3	4	5
1	SC	28.57 %	22.45	24.29	27.27	28.07
2	ST	-	-	-	-	-
3	OBC [BC+MBC]	53.06	65.31	53.06	56.36	57.89
4	General Category	18.37	12.24	22.45	16.36	14.04
5	DNC	-	2.04%	2.04%	-	2.04%

7.2.3 What special efforts are made to achieve gender balance amongst students and staff?

There is no gender balance in our college as it is a women's college and we have only a countable number of male faculty.

7.2.4 Has the institution done a gender audit and/or any gender-related sensitizing courses for the staff/ students? Give details.

Institution organizes awareness programme on women harassment, antidowry and self empowerment to both students and staff.

7.2.5 What intervention strategies have been adopted by the institution to promote the overall development of students from rural/ tribal backgrounds?

Frequent Counselling sessions are conducted by counsellors to improve the overall academic progress of the students. Special problems faced by students in learning and other academic activities are addressed in these meetings. Students from rural/tribal backgrounds who have adjustability problems in terms of curriculum transactions or related issues are taken care by the concerned group of Counsellors.

7.2.6 Does the institution have a mechanism to record the incremental academic growth of the students admitted from the disadvantaged sections?

Yes.

7.2.7 What initiatives have been taken by the institution to promote social-justice and good citizenship amongst its students and staff? How have such initiatives reached out to the community?

Co-curricular activities carried out through NCC, NSS, Rotaract, YRC, RRC promote the cause of value education in students. Similarly National festivals (Pongal, Onam, Pooja and Womens' Day) and National Days are celebrated by the entire community of the institution which includes students, teachers and non-teaching staff.

The annual special camps organized by the National Service Scheme units of the college select rural areas as their venues and community development as the theme. Extension activities are also being carried out by the departments (Outreach Programs conducted by all the departments- For eg: Department of Computer Science has conducted an outreach programme on Desktop Publishing to Nalanda Nursery and Primary School , Valaja Nagar , Ariyalur. Department of Chemistry organized an Outreach Programme on Cancer Awareness in Kurumbalur Government Higher Secondary School. Such social contacts that the students establish, help them to be good citizens.

7.3 Stakeholder relationships

7.3.1 How does the institution involve all its stakeholders in planning, implementation and evaluation of the academic programmes?

Students (present and past), parents and industries form the major stakeholders. Stakeholders are included in various committees and they are allowed to involve themselves in the implementation and evaluation of academic programmes through various bodies such as ISO, IQAC, Departmental Committees which review the performance of the various programmes of the institution.

7.3.2 How does the institution develop new programmes to create an overall climate conducive to learning?

The institution promotes innovations in the Teaching-Learning processes that take place from time to time enabling effective learning. Use of educational technology in the process is an example for this. The counselling system takes care of the differently-abled learners by providing them additional opportunities for learning. The affiliating university includes new programmes in the curriculum and the college seizes that opportunity immediately.

7.3.3 What are the key factors that attract students and stakeholders, to the institution and result in stakeholder satisfaction?

The following are the most important and unique healthy practices of the institution.

- Certificate programmes by the departments.
- IECD courses for SC/ST students.
- IGNOU courses.
- Diploma/Certificate programme.
- Business less to MBA students.
- Good Infrastructure facilities.
- Good teaching/learning environment.
- Ample facility for co & extra- curricular activities.
- Good counselling service.
- Guidance services.
- Campus recruitment services.
- Group insurance scheme for students.
- Mineral water facility.
- The Hindu Newspaper is supplied at a nominal cost to each hostel room.
- Memento is given to the estate workers in the hostel day celebration.
- Rs.2500 cash award is being given for the University Rank Holders.
- Good Transport Facility.
- Plastic - Free Campus.
- Free Net laboratory provision to students and staff members.
- Laundry service is provided to hostel students.
- Hygienic and nutritious food.
- Andhra, Kerala and Manipuri food.

- Swimming pool.

7.3.4 How does the institution elicit the cooperation from all stakeholders to ensure overall development of the students, considering the curricular and co-curricular activities, research, community orientation and the personal/spiritual development of the students?

Academic Activities are made precious with the co operation of both teaching and non teaching staff members and students. The periodic meetings of the College Board, Department Staff Committees and IQAC discusses about the academic progress and the implementation of different programmes as well as motivates the stakeholders. National Service Scheme is a body that meets to make the community service programmes effective.

7.3.5 How do you anticipate public concerns in your current and future programme offerings and operations?

Meetings through Parent Teachers Association and the IQAC gives opportunities for people other than from the institution to air their views and opinion regarding the academic programmes and co curricular activities. These suggestions are considered by the College administration while making suitable amendments to the academic transactions.

Alumnae and Parent-Teacher Association meetings are held periodically and their inputs are taken for evaluation and implementation.

7.3.6 How does the institution promote social responsibilities and citizenship roles among the students? Does it have any exclusive programme for the same?

Part IV units like NCC, NSS, Exnora, Consumer Club, YRC, RRC and Rotaract organize value education programmes to the students to increase their societal responsibilities and commitments.

7.3.7 What are the institutional efforts to bring in community-orientation in its activities?

The institution promotes voluntary blood donation by students to local hospitals, provides financial support to the poor and needy who approach the authorities, and responds to the calls of the state government in giving financial assistance to disaster victims (such as those affected by the Tsunami of 2004). These are various efforts done by the institution towards Community service. The Recent “Thane Cyclone Victims” of 2011 were helped through financial assistance too.

7.3.8 How does your institution actively support and strengthen the neighborhood communities? How do you identify community needs and determine areas of emphasis for organizational involvement and support?

The National Service Scheme, National Cadet Corps units are the organs of the institution through which it interacts with the community.

Community services are rendered by individual departments or through Part IV of our college namely, NSS, RRC, YRC, ROTARACT, EXNORA, Citizen Consumer club. The departments and Part IV activities of our college constantly interact with the community.

7.3.8 How do the faculty and students contribute in these activities?

Faculty and students have an active role in these activities as they organize the programmes, liaise with the organizations and work on a voluntary basis. Faculty members are part of National Service Scheme and they attend meetings, annual special camps and special programmes of NSS. For Eg: Every year NSS students actively take part in the cleaning process in Pudhunaduvalur, Aranarai, Nochiyam Village. Student community participates in major programmes directed towards health care and Environmental awareness. Faculty and students of Biochemistry department identify the Blood Group of our students and staff.

7.3.9 Describe how your institution determines student satisfaction, relative to academic benchmarks? Do you update the approach in view of the current and future educational needs and challenges?

Every Department of the institution gets student response at the end of every semester through meetings, and feedback forms. The questionnaire given to the students addresses the key issues such as student rating of the programmes and their suggestions. These help the institution to benchmark its programmes. Faculty members who are part of the decision making bodies of the institution suggest modifications in approach in view of the changing needs and challenges.

7.3.10. How do you build relationships?

- to attract and retain students
- to enhance students performance and
- to meet their expectations of learning

What is your complaint management process? How do you ensure that these complaints are resolved promptly and effectively? How are complaints aggregated and analyzed for use in the improvement of the organization, and for better stakeholder-relationship and satisfaction?

The institution has experienced faculty who strive constantly to impart quality education to the Students. The institution provides fees concession to students from poor families. Parents Teachers Association meetings help teachers to maintain contact with the parents and keep them informed of their wards' performances. The institution is people friendly and hence parents and the general public have free access for information and assistance. Modern facilities such as Central Computing and Language Laboratories enable Students to meet challenges of the present day world.

Suggestion box in the library, placement, academic and hostel blocks are opened once in every week and necessary action is taken by the Principal on it.

General complaints received by the Principal regarding serious discipline issues are dealt by the College Board which authorizes a subcommittee headed by a

senior faculty member to probe and report. Action is taken on the basis of the report as a solution to the issue. Specific complaints of students are placed before the Grievance Cell where members discuss the problem and find a solution. Complaints that demand a corrective action in the academic activities are given due weightage by acting upon the same. Suggestion box in the library, placement, academic and hostel blocks are opened once in every week and necessary action is taken by the Principal on it too.

Suggestions for criterion-VII made by NAAC peer team and Academic and Administrative Audit the actions taken by the college on these suggestions.

NIL

EVALUATIVE REPORT OF THE DEPARTMENTS

1. Department of Tamil

The Department of Tamil was established in 1996. B.Lit Programme was established in the year 2002. M.A Programme was established in the year 2007. M.Phil Programme was established in the year 2010.

The Department has 3 Associate professors and 14 Assistant professors.

For the past two years, students have produced 100% results in both UG & PG University Examinations respectively. Dropout rate of students for the past two years is only one Percentage.

In the Academic year 2010-2011, students of the department got five university ranks in PG and one University rank in UG.

The faculty members of the Department use modern teaching methods like OHP, LCD etc., for effective and efficient learning process.

The staff members of the Department have presented 5 papers in National Seminars and 15 papers in International Seminars. One staff member has published a book.

The Department has organized two staff training programmes, two Guest Lectures, one industrial visit, a Personality Development programme, a Career Development programme & an Out Reach programme. It has also organized National level seminar on the topic “*Kappiyangal Potrum Kappiya Marabu*”. The Department organized “*Muthamizh Vizha*” on 12.03.11.

During this Academic year, staff members have provided counselling to students special coaching for the below average students. This year four PG students have participated in various competitions, sports events and won prize and medals. Seven students presented papers in National Level Seminars at Mother Teresa Women’s University, Kodaikanal.

Five students have presented papers in the International Conference held at Bharathidasan University, Trichy from 28.01.11 to 30.01.11.

FUTURE PLAN OF THE DEPARTMENT:

- Staff members to be motivated to register for Ph.D.
- Staff members to be motivated to publish books.
- To organize Five National seminars.
- To arrange minimum 4 Guest Lectures and 2 Personality Development every programmes year.
- To organize outreach Programme every year.

2. Department of English

The Department of English was established in the year 1996. The Department of English offers Undergraduate Programme from the year 2004 and Post graduate Programme from the year 2007. The Department provides necessary ambience that boosts the student's intellectual capacity along with their moral and ethical values.

The Department has strength of 568 students in UG and 37 students in PG, for the academic year 2010-2011. The Department has 25 efficient staff members, 6 have completed M.Phil and all others are M.A qualified. The Curriculum for UG and PG courses was revised by the Bharathidasan University in the academic year 2008-2009.

The Department to its credit has 6 UG and 7 PG University Ranks during the academic year 2010-2011. The success rate of the students in the examinations is 98% in UG and 100% PG.

The Department of English has a well established Language Lab which caters to the communication skills of the students with its prime focus rested upon the four skills – Listening, Speaking, Reading and Writing. OHP and LCD are used by the faculty members to make learning interesting. Also staff members guide and counsel students at academic and personal level which paves way to bring out the inherent talents of students.

The Department has organized two internal and one external staff training programme. The Department has conducted Outreach Programme for the Government Higher Secondary students in Perambalur in collaboration with HRDC. A training programme was conducted for all the final year UG and PG students using the language laboratory. Further, the Department of English organizes Bridge Course every year for the under graduate new entrants for the betterment of the students who find it difficult to cope with the new medium of instruction. The activities of the course cover various aspects of the language, communication skills and grammar.

Staff members of the Department have presented papers in national seminars. Faculty members from the Department of English also serve as NSS, ISO, placement, Consumer club and Rotract Coordinators. The Lit Spurt Association organizes various programmes like glass painting, mime, dance, singing, skit, poetry writing, essay writing, poetry recitation, tableau, literary pageant etc that brings out the hidden talents of students.

The Department has organized a National Level Seminar on ‘Challenges in English Language Teaching’ on 3rd February, Guest lecture on ‘Reporting and Editing’ on 27th August and on ‘Translation theory and Practice’ on 11th of October. The Department of English supports the society by improving the communication skills of the youth hailing from the rural background. This enhances their employability.

FUTURE PLAN OF THE DEPARTMENT:

- ❖ To produce more university rank holders every year.
- ❖ To conduct Training Programmes for staff members.
- ❖ To arrange language skill programme for final year students using language laboratory.
- ❖ To conduct an International Workshop for the final year students.
- ❖ To conduct certificate courses for developing communication skills.
- ❖ To encourage staff members to do Ph.D.

3. Department Of Commerce

The study of commerce gives students immense knowledge to make them survive better in life. The Department of Commerce offers undergraduate programme from November 1996, postgraduate programme from June 2002 and M.Phil from the year 2007.

The overall strength for the academic year 2010-2011 was 250. The Department has 11 faculty members, one has completed Ph.D, and all others are M.Phil qualified. Four have completed MBA, four are pursuing MBA and three faculty members have registered for Ph.D.

The total strength of UG is 192, PG is 47 and M.Phil is 11 for the academic year 2010-2011. Our curriculum for UG courses was revised in the academic year 2008-2009 and for PG courses in the year 2009-2010 by Bharathidasan University. Since 2008, Certificate course in Tally is conducted.

Since 2007, students have secured 17 university ranks in PG and 1 university rank in UG. Our Department has a success rate of 100% for UG, PG and M.Phil courses. 100%. The dropout ratio of our department for the academic year 2010-2011 is 3%.

To keep the students in track with modern and sophisticated world, the department is provided with computer laboratory facility. Our department faculty members use OHP, LCD for course delivery in the classroom.

Staff members of the department have presented 18 papers in National Seminars and one paper in International level Seminar. Every counsellor counsells students frequently and staff members provide extra coaching classes and also conduct weekly test for the slow learners.

The Department has organized Six Staff Training Programmes, Ten Guest lectures, Three Career Development Programmes, One Outreach Programme, and Three Industrial Visits. It has also organized three National Level Conferences in the

Area of Marketing, HRM and Strategic Management for the last five years continuously.

Totally 77 Students of our department have enrolled their names in various part IV activities. Our department staff members have guided 22 PG students and 11 M.Phil scholars during the year 2010 - 2011. Our department students have been placed in various banks, schools, colleges, BPOs and hotels. In the academic year 2010-2011, 20 students of both UG and PG have been placed.

Our Department staff members have totally published 3 articles in various peer reviewed journals. During the academic year 2010-2011, staff members have a total of 56 papers presented in National and International Seminar to their credit.

FUTURE PLAN OF THE DEPARTMENT:

- To introduce more certificate courses.
- To encourage both staff and students to present and publish more articles.
- To motivate staff members to register for Ph.D
- To conduct International level seminars.

4. Department Of Business Administration

The Department always strives to uphold high standards in imparting quality education in the field of Business Administration and Management Studies. It educates the students in becoming entrepreneurs, administrators, Managers in the field of Human Resources, Marketing and Finance. The Department of Business Administration offers undergraduate programme from 1998, post graduate programme from the year 2007.

The overall strength for the academic year 2010-2011 was 305. The department has 10 faculty members, one has completed Ph.D, 3 staff members are M.Phil qualified, 2 staff members are pursuing M.Phil and 4 staff members have MBA qualification.

The total strength of UG is 200, PG is 105 for the academic year 2010-2011. The curriculum for UG courses was revised in the academic year 2008-2009 and PG courses in the year 2008-2009 by the affiliating Bharathidasan University.

Since 2007, students have secured 12 ranks in PG and 1 rank in UG. The Department has a success rate of 100% for UG and 97% for PG respectively.

The MBA library has 22 National and 24 International journals which helps the faculty and students to enrich their knowledge. MBA students are insisted upon to get “Business Line” Newspaper in order to enhance their language as well as business skills. To keep the student in track with modern and sophisticated world, the Department is provided with Computer Laboratory facility. The Department faculty members use OHP, LCD for course delivery in the classroom.

Staff members of the Department have participated in various National level and International level Seminars and presented papers too. Each staff members has allocated 30 students for counselling. These students are counseled both academic and personal level by the respective counsellors.

The Department has organized Eight Staff Training Programmes, Fourteen Guest Lecturers, One Career Development Programmes, One Outreach Programme

and an Industrial visit. It has also organized three National Level Conferences in the Area of Marketing, HRM for the last five years continuously.

Totally 57 students of the Department have enrolled their names in various part IV activities. The Staff Members of the Department have guided 47 PG students during the year 2010-2011. The students of the Department have been placed in various banks, schools, colleges, BPOs and hotels. In the academic year 2010-2011, 20 students of both UG and PG have been placed.

FUTURE PLAN OF THE DEPARTMENT:

- To enable staff to qualify for Ph.D degree
- To Organise International level Seminars
- To produce more university Rank Holders
- To developing the personality of the students
- To encourage students to undergo In-plant training during their vacation

5. Department of Chemistry

Chemistry is the fundamental science which deals with interaction on series of chemical reactions with immense scope in various Industries, Pharmaceutical Companies, Research and Development activities. The Department of Chemistry established its undergraduate programme in 1996, post graduate programme from 2002 and M.Phil from the year 2005.

Dr.S.Seguttuvan heads the department with a team of Nine Staff members. Six faculty members have M.Phil., qualification, among them one is applying for Ph.D and two faculty members are pursuing their M.Phil., Degree.

The syllabi of both UG and PG were totally revised by the board members of Bharathidasan University in the academic year 2008-2009 as per the CBCS Pattern. In this year the success rate of UG and PG is 100% with one drop out.

The well-equipped laboratories and 24X7 internet facilities for the students of the Department contribute to the success of students to learn more about recent trends in Chemistry which will help them in presenting their papers in seminar, for preparing assignments and enhancing knowledge. Some of the innovative methods of teaching adopted by our teachers include the use of LCD, OHP, Models and as well as Group discussion methods.

Counseling is done at both UG and PG level. The slow learners and the gifted students are also identified, trained and encouraged to complete their degree successfully. The Department of chemistry has produced 44 university rank holders in the past five years.

Three staff members presented a research paper in CSIR and DST Sponsored National Seminar and three others participated in National Level Seminar and two participated in the UGC sponsored workshop and in a one day Regional workshop. The Department has organized Two Staff Training Programmes, Two Guest Lectures, One Certificate Programme, an Outreach Programme, and a Seminar on “Group Theory” in collaboration with the Departments of Physics and Mathematics and One

Industrial visit. Apart from the academic activities the staff members also involve themselves in extension activities of our college.

55 of our students actively enrolled their names in Part IV activities. The department has produced five university ranks this year. The staff members have guided 20 PG students and 9 M.Phil., students. Students are placed in various Schools, Colleges, Industry, and BPOs and also as Research Scholars in reputed R&D laboratories. In this academic year, one faculty member has published a research paper in an International Journal and two are under review.

FUTURE PLAN OF THE DEPARTMENT:

- To carry out socially relevant major and minor projects.
- To establish a well-equipped instrumentation laboratory for Research programmes.
- To arrange a National symposium.
- To encourage staff members to register for PhD
- To encourage staff and students to present and publish papers.

6. Department of Physics

The Department of Physics was established in the year 2003. It offers both UG and PG programmes. The main objective of the department is to impart knowledge among the students in basic areas of Physics and equip them for the needs of the nation in basic research.

The department has 13 teaching faculty (1 Professor, 12 Assistant Professors) supported by 4 non-teaching faculty. Two faculty have completed Ph.D, 10 faculty have completed their M.Phil, 6 faculty have completed their B.Ed and 4 faculty have completed PGDCA. All non teaching faculty are degree holders.

The total strength of UG is 90 and PG is 31 for the academic year 2010-2011. Our curriculum for both the UG and PG courses were revised in the academic year 2008-2009 by Bharathidasan University.

One of our students secured the University first rank in the very first year of establishment of the department. As on date our students have secured 39 University ranks. The success rate for the academic year 2009-2010 is 100% for UG and 93% for PG respectively. The drop out ratio of our department for the academic year 2009-2011 is 4%.

Students are encouraged to use reference books and internet facilities. The faculty members of the department use charts, models, LCD, OHP, and research related projects for the benefit of students while teaching.

Staff members of the department have presented three papers in national seminars and a paper in an international seminar. Every counselor of the department counsels students at regular interval of time. Staff members provide coaching classes and conduct weekly test for the slow learners.

The Department has organized eight staff training programmes, eight guest lectures, one outreach programme, one industrial visit, one workshop and also four national level conferences for the last five years continuously. Certain activities are done in collaboration with other department in the college.

Totally forty two students of the department have enrolled their names in various part IV activities. The faculty members of the department have guided thirteen PG students during the year 2010-11. The department students have been placed in various schools, colleges, BPOs and research institutions. In the academic year 2010-11, ten students of both UG and PG have been placed in various schools and companies.

FUTURE PLAN OF THE DEPARTMENT:

- To produce more university ranks.
- To arrange Industrial visit as part of curricular activity.
- To organize International workshops/Seminars/Conferences through funding agencies.
- To train students to excel in both academic and extra/co curricular activities.
- To introduce more certificate courses
- To encourage both staff and students to present and publish more articles.
- To motivate staff members to register for Ph.D

7. Department of Mathematics

Mathematics is the “Queen of Sciences” & the language of nature. Mathematics is the most fascinating of all intellectual disciplines, the purest of all art forms & the most challenging of games.

The Department of Mathematics has 17 staff members, of whom one has completed Ph.D, and 16 have completed their M.Phil Degree.

The total strength of students for this academic year is 511. The Department of Mathematics was established in the year 1996 with Under Graduate Programme and in the year 2003 the Post Graduation was established.

The syllabi of the PG and UG programme were revised by Bharathidasan University in the year 2008-2009 & 2010–2011 respectively. In the last academic year, the success rate of UG is 96.15%, PG is 100% and M.Phil.is100%. In 2009-2010, the Department secured three university ranks in UG and four ranks in PG. Our Department uses teaching aids such as LCD, Power point presentation and Models. The teaching programme is mainly based on lecture method, it also emphasizes on interactive teaching, and it leads to a better interface between the teacher and the student. Case study method is followed to ensure better interaction and better understanding of the subject among the students.

Students are counselled on academic and personal issues by the concerned counsellors. Continuous assessment tests and Model Exam are conducted to indentify above average , average and below average students and follow-up actions are taken based on the students’ performance. Slow-learners, once identified by the class teacher and counsellor, are given remedial teaching until they successfully complete their programme.

Faculty members are benefited through the Faculty Development Programme organised through the placement cell. The Department has conducted National Seminars, Guest Lectures, Symposia and Workshops to update the knowledge of students as well as faculty.

The department has organized four National level conferences, two State level workshops. The Department has ZENITH STAR association which encourages the talent of the students in curricular and co-curricular activities. The Department has organized one Outreach programme, Two Guest lectures, six staff training programmes and two industrial visits. Every year the department conducts two day Orientation Programme for the first UG students to make them understand the values of Basic Mathematics. Staff Training Programme is conducted to the faculty of the Department.

Dr. A. Selvakumar has published a paper in a National level journal and five papers in various international journals. Four staff members have presented papers in National level seminars.

More than 100 students participated in the activities organized by ROTRACT, EXNORA, YRC, NCC, RRC, CONSUMER CLUB and NSS. Apart from teaching, staff are render services in the successful conduct of part-IV activities. Ms. N. Umamaheswari was appointed as the Assistant Placement officer, Ms. R. Seethalakshmi as the EXNORA Co-ordinator, Ms. M. Saradha as the IGNOU Co-ordinator and Ms.D. Karunambigai as the YRC Co-ordinator in the year 2010-2011. The Department plans to commence certificate courses in “MATHEMATICS FOR COMPETITIVE EXMINATIONS” and “MATHEMATICAL METHODS”.

Our students have got placed in various companies & institutions.

FUTURE PLAN OF THE DEPARTMENT:

- To enable staff to qualify for Ph.D. degree.
- To produce more University rank holders / distinction.
- To enrich the knowledge of the students by conducting many training programmes.
- To conduct international seminars & workshops in the forth coming year

8. Department of Microbiology

Microbiology is a fascinating subject which inculcates the importance of microorganisms like bacteria, virus, algae, fungi and protozoans in our day today life. Modern Microbiology is a large discipline with many different specialties. It has a great impact on the fields of Medicine, Agriculture, Food science, Ecology, Genetics, Industry, Bio-chemistry, Molecular biology and Microbial biotechnology.

The Department has 10 staff members among them two staff members have completed their PhD degree, seven staff members have completed their M.Phil degree and one of them had completed Post Graduation in Microbiology.

Microbiology has its UG, PG and M. Phil programmes. The total strength of the UG is 76, PG is 22 and M.Phil is 5 for the academic year 2010-2011. The syllabus for UG, PG and M.Phil programmes were revised by the University in the year 2008 and suggestions from the college were given a consideration by the concerned Board of Studies. The success rate of students was 100% with 23 University ranks.

The department has well equipped laboratory with sufficient instruments like, BOD incubator, UV Spectrophotometer, UV Transilluminator, Ultra cooling centrifuge and Electrophoretic Apparatus. The teachers use various modern teaching methods like OHPs, LCDs and Internet browsing.

Students are encouraged to interact with the teachers and clarify their doubts. Slow learners and students who are weak in subjects are motivated through an efficient tutorial cum counseling system.

The Department conducts Faculty Training Programme for newly joined teaching and non-teaching staffs, titled as “Training on Instrumentation” to update their technical knowledge. The faculty members grab every opportunity like Faculty Development Programmes, Symposium, Seminars, Workshops and other academic activities. Six of our staff members served as a Resource person in various activities like In-service Training Programmes, awareness programmes and guest lectures.

The Department encourages post graduates and research scholars to publish research work in scientific journals and conferences through which are making notable contribution to Microbiology. Five of our staff members have presented 10 papers in National seminars and have published 27 papers in both National and International Journals.

The department has conducted two international conferences on “Recent advances in Biosciences” and “Microbiology for Better Tomorrow” and one national level conference on “Emerging Themes in Infection Biology”. Our Department has conducted DMLT certificate course in collaboration with the Department of Biochemistry during the year 2008–2009. In association with Chromos Biotech and Medox Company-Bangalore our department has also conducted workshop on Molecular Biology.

Students are provoked to participate in various competitions, seminars and symposium. The students are motivated to present papers in thrust areas of Microbiology.

More than 80 students have participated in extracurricular activities organized by Rotaract, Exnora, YRC, NCC and NSS.

The Department has conducted various training programmes and workshops to improve the Hands on Training the students, which gives them the practical knowledge. The students are given enough training to face the interviews through the placement cell of the college. Students were placed in various colleges, hospitals, life science institutes, publishing services etc.

FUTURE PLAN OF THE DEPARTMENT:

- Enable the staff to qualify for PhD degree.
- Enter into the academic/research collaboration with other institutes both national and international level.
- Produce more University rank holders/distinction.
- Conduct many training programmes to enrich the knowledge of the students.
- To conduct International seminars and workshops in the forth coming year.

- Conduct various welfare and beneficial programmes for the society.

9. Department of Biochemistry

Biochemistry has become a most vital subject in understanding the physiology & pathology of human beings & animals. Advancement in this field has made Biochemistry become one of the essential subjects of study for all members of the medical, veterinary and agricultural professions. The Department of Biochemistry was established in the year 1994 with undergraduate programme and was upgraded with the post graduate programme in the year 2004.

The Department has 13 staff members of whom 9 have completed their M.Phil Degree in Biochemistry and 4 have completed PhD and 1 is pursuing PhD. The Department has 2 Lab Assistants who have completed their under graduation.

The curriculum for UG & PG was revised by Bharathidasan University in the Year 2008. Suggestion from the college was given a serious consideration by the concerned board of studies during the revision. The success rate of the students is 100%. During the academic year (2009-2010) the department had 4 University Ranks in PG & 2 Ranks in UG. Since 2007, the department has produced 5 UG & 17 PG Ranks. During the academic year 2011- 2012, the department secured first Rank (PG) at University level.

The Department staff, use learning facilities such as the OHP, LCD Projector. The students are taught using these equipments to make them understand the theory better. The department has a state – of – the – art laboratory equipped with the latest and need based equipments. There is adequate facility for the students to perform all prescribed experiments and to do their project works too. The Laboratory is spacious, well planned and equipped with sophisticated Instruments as per NAAC suggestion, the instruments like flame photometer, Gel Documentation system, Cooling centrifuge, UV Spectrophotometer, Soxhlet's apparatus, Swinging Bucket Centrifuge are available for improving the hands on skill service of the students. We demonstrate the biological events such as Transcription, Translation, Cellcycle, and Physiological Mechanism of Human beings with the aid of computers.

The department has organized a National Level Seminar in “Stem cell Innovations -2011” on February 10th 2011, which encouraged the staff & students of Bioscience to know more about ongoing projects on stem cell. The department has organized two Guest lectures, two Staff Training Programmes, a blood group analysis programme & an outreach programme. Our students have also participated in Part IV activities such as NCC, NSS, YRC, ROTRACT, CONSUMER CLUB, etc. Our staff members have guided 18 PG students during the year 2010 – 2011.

Dr. R. Sathya, Assistant Professor is a member of the Editorial board in “The International Journal of Basic and Applied Biology. She has published in three International Journals & five national Journals. Staff member of the department have presented papers in National Seminars & posters in National symposia. Staff members have attended 11 International & National Seminars & conferences conducted by various Universities and Colleges.

Faculty members provide useful Guidance on Higher studies. In addition, students are given necessary counseling about the future prospects of the course relating to the employment opportunities. Counselors are assigned for each class and students are continuously monitored in every aspect. Counseling is also given to solve the personal problems of the students. Our students serve as PG assistants in the nearby Educational Institutions. Many students have obtained appointments in E-Publications, Research centers & Pharmacy Industry. Several students have been selected in SPS, Trichy, AKT Academy, Kallakurichi & EASMA Institute of Technology, Karur through our Placement cell.

FUTURE PLAN OF THE DEPARTMENT:

- To conduct more number of career oriented programmes,
- To conduct various training programmes and Guest Lectures.
- To conduct National Level Workshops, Seminars & Symposia.
- To plan more number of outreach programmes for the welfare of the society.
- To mobilize more resources from various funding agencies like UGC, CSIR & TNSCTC.
- To produce more University Rank Holders.

- To commence Diploma Courses in Medical Lab Technology.
- To encourage staff to register for Ph.D

10. Department of Biotechnology and Bioinformatics

Biotechnology and Bioinformatics deals with Applied Biology and Biological Information Management. It has immense job potential for producing future scientist. The Department of Biotechnology and Bioinformatics have ten teaching staff members of whom eight are M.Phil holders and rest are Master Degree holders and one has completed Ph.D. Among the five non teaching members, one of them is an undergraduate and four are Master Degree holders.

The Post graduate Department of Biotechnology was established in the year 2001. In the subsequent year the undergraduate programme was established and M.Phil Programme was established in the year of 2007. The Department of Bioinformatics was established in the year 2002. It runs only PG programme. A Post graduate Diploma course was started in the year 2008. At present there are 97 students (71 UG, 25 PG, 2 M.Phil and 11 PGDBI) out of which 9 belong to Kerala and the rest belong to Tamil Nadu.

The Department of Biotechnology and Bioinformatics produce 100% results every year. The Department has secured 10 University Rank holders for the academic year 2009 – 2010. For the year 2007 the Department has produced eight University rank holders at Post graduate level and in 2008, three Rank holders in Post graduate level. There is no record of drop out of students.

The Department has excellent collection of books (more than 960 titles and 1660 volumes) in the central library. Various international, national journals and e-journals are accessible. Sophisticated instruments are procured to enhance the practical skills of the students. The Department has separate laboratories for UG and PG students. The laboratories are spacious, well planned and equipped with sophisticated instruments. As per NAAC suggestion the instruments like Fermentor (31 capacity), Gel documentation system, PCR, Sonicator, Elisa Plate reader, Cooling Centrifuge, UV spectrophotometer, Phase contrast microscope and Swinging Bucket centrifuge are available for improving the hands on skills of the students. Plant tissue culture lab and Animal cell culture lab are maintained separately. Bioinformatics

laboratory is a centrally air conditioned laboratory with 29 Pentium-4 Processor computers. It has got 24 hours Internet facility which is offered by BSNL broadband connectivity.

The staff members of the Department have participated in various National and International seminars in 2010. Ms.R.Sasidhara's paper was judged as the best paper.

Counsellors have been assigned for each class and students have been continuously monitored in every aspect. Our students participated in poster, paper presentation, quiz competition at various colleges and Universities at National and State level. Nearly 30 students participated in the Workshop on Nanotechnology in 2011.

Four students have been selected by CPC Diagnostics. Several students have been selected by Scientific Publishing services, Trichy, AKT Academy, Kallakurichi and ESMA Institute of Technology, Karur.

The Department conducted one workshop, three career oriented training programmes, a National Symposium, a guest lecture and two seminars and three outreach programmes in the year 2010. The Department has various funded projects with DBT, NABARD, TNSSTC, to the tune of about 10 lakhs.

Six of the staff members have published 11 papers in reputed National and International Journals.

FUTURE PLAN OF THE DEPARTMENT:

- To enable more staff to qualify for Ph.D.
- To achieve more number of projects and produce more University Rank holders.
- To plan for more outreach programmes for the welfare of the society.
- To motivate staff to publish in journals.

11. Department of Computer Applications

The programme of Computer Applications is designed to cater to the needs of the computer industry as a whole. The department of Computer Applications offers UG and PG programme from 1999.

In the academic year 2010-2011, the total students enrolled were 727. The department has 19 self-motivated staff members and 8 efficient programmers. Of the teaching faculty one has finished Ph.D, 6 members are M.Phil., qualified.

The syllabi of both the UG and PG programmes were revised in the year 2010 by the affiliating University. Since 2007, 11 students from UG and 6 students from PG got university Ranks. The success rate of UG and PG programme is 99%. A meager strength of just 8 students dropped out during the last 5 years.

The staff members handle lecture classes with modern teaching aids like OHP and LCD in class rooms, Slide Projectors and Internet in Lab. Classes on recent technologies are also conducted by subject experts from industry or academia.

Each staff member has to take care of 30 students on an average concentrating on individual academic performance and personal problems. Counsellors keenly observe the slow learners and give more attention to improve their performance in exams. For the final year students from both UG and PG, the staff members give training enabling them to face interviews confidentially. Seminars, Group Discussions, Debugging, Paper Presentation, Web Designing etc., are organized on regular basis.

During the academic year 2010 – 2011, 17 staff members have participated in National Level Seminars, 5 staff members have presented papers in National Level Seminars and 5 staff members have attended National Level Workshop. One of the staff members has published a paper in an International Journal.

As part of extension activities, Ms.R.Jothi & Ms.G.Mahalakshmi have conducted a Training programme for High school students at Kunnam, Ms. V.Komail acted as a Resource person for the training programme conducted by our college in

collaboration with “TamilNadu State Council for Science & Technology” for Secondary Grade Science Teachers. Ms.T.Buveneswari handled classes for the students of SC & ST, the course offered by IECD, Bharathidasan University.

The International conference titled “**Beat Zone.com**” was conducted by the department in February 2010. By collaboration with Cogent Technologies, the department has organized a two day state level seminar on “Java”, the department also organized a two day workshop on “Ruby on Rails” and one day seminar on “Hardware and Troubleshooting”.

Ms. R.M Rekha, of III MCA was the District Rotract Representative. Ms S. Karunya of II MCA is a college champion in sports and she has won many accolades in district and state level sports competitions. The department got Runner-up shield in the college cultural ‘NAKSHATHRA’. Ms. Kanimozhi Selvi and Ms. Saranya are placed in TCS.

For the last two years more than 200 of the students have been placed in various IT companies. In the present year, the companies such as HCL, TCS, DELL SERVICES, I-GATE GLOBAL SERVICES, TECH MAHINDRA and MACONS SYSTEMS visited the campus and recruited students from the department.

FUTURE PLAN OF THE DEPARTMENT:

- To motivate staff members to register for Ph.D
- To encourage both staff and students to present and publish more articles.
- To increase the number of university rank holders.
- To chisel students of knowledge, skills and discipline.

12. Department of Computer Science & Information Technology

The study of Computer Science and Information Technology gives students immense knowledge to make them survive better in life. The Department of Computer Science offers undergraduate programme from 1997 and postgraduate programme from 2000. The Department of Information Technology offers undergraduate programme and postgraduate programme from 2000.

The overall strength for the academic year 2010-2011 is 408. The total strength of UG is 349 and PG is 59 for the academic year 2010-2011. The Department has 18 faculty members, one has completed Ph.D, 11 members are M.Phil qualified and 6 members are MCA qualified. There are 3 programmers to assist and help students during laboratory hours.

The curriculum for UG and PG courses is revised in the academic year 2010-2011 by Bharathidasan University. Certificate course in “VB.Net” and “VB” are conducted in the academic year 2010-2011.

Since 2007, students have secured 23 University ranks in PG and 8 University ranks in UG. The Department has a success rate of 100% for UG and PG courses. The drop out ratio of the Department for the academic year 2010-2011 is 1%.

The Department has well equipped laboratory with Pentium IV processors and also includes latest software related to syllabus. Faculty members of the Department use OHP, LCD for course delivery in the class room. Browsing facility is provided to students to make them aware of recent topics.

Staff members of the Department have presented 6 papers in National Seminar and one paper in International Seminar. Counselors have been assigned for each class and students have been continuously monitored in every aspect. Staff members of the departments provide extra coaching classes and also conduct weekly test for the slow learners.

The Department has organized 2 staff training programmes, a Guest Lecture, 2 Workshops and an outreach programme. It has also organized 3 State Level Seminars in the area of Java, Photoshop and Hardware.

Totally, 195 students of the Department have enrolled their names in various part IV activities. Staff members of the Departments have guided 21 PG students and 123 UG students during the academic year 2010-2011. The students of the Department have been placed in various IT companies, schools and also in other private concerns. In the academic year 2010-2011, 51 students have been placed.

FUTURE PLAN OF THE DEPARTMENT:

- To introduce more certificate courses.
- To encourage both staff and students to present and publish more articles.
- To motivate staff members to register for their Ph.D.
- To conduct International Level Seminar.
- To produce more University ranks.