

**GOVERNMENT ARTS COLLEGE FOR WOMEN,  
SALEM-8**



**ANNUAL QUALITY ASSURANCE REPORT  
2013-14**

**SUBMITTED TO**



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

## Part – A

### 1. Details of the Institution

1.1 Name of the Institution

GOVERNMENT ARTS COLLEGE FOR  
WOMEN, SALEM-8

1.2 Address Line 1

YERCAUD MAIN ROAD

Address Line 2

GORIMEDU

City/Town

SALEM

State

TAMILNADU

Pin Code

636008

Institution e-mail address

gacwslm8@yahoo.in

Contact Nos.

0427-2400421

Name of the Head of the Institution:

Dr. (Mrs). S. MANIMOZHI

Tel. No. with STD Code:

0427-2444474

Mobile

98942 29159

Name of the IQAC Co-ordinator:

Mrs. K.PUNGOTHAI

Mobile:

98941 86389

IQAC e-mail address:

gacwslm8@yahoo.in

**1.3 NAAC Track ID**

EC/45/RAR/03

**1.4 Website address:**

http//  
www.govtwomencollegeslm8.com/AQAR20  
13-14.doc

**Web-link of the AQAR:**

www.govtwomencollegeslm8.com

**1.5 Accreditation Details**

| Sl. No. | Cycle                 | Grade      | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|------------|------|-----------------------|-----------------|
| 1       | 1 <sup>st</sup> Cycle | Three star |      | 2002                  | 5yrs            |
| 2       | 2 <sup>nd</sup> Cycle | B          |      | 2008                  | 5yrs            |
| 3       | 3 <sup>rd</sup> Cycle |            |      |                       |                 |
| 4       | 4 <sup>th</sup> Cycle |            |      |                       |                 |

**1.6 Date of Establishment of IQAC :DD/MM/YYYY**

05.08.2010

**1.7 AQAR for the year**

2013-14

**1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and**

## Accreditation by NAAC

- i. AQAR \_ 2012-13 Submitted to NAAC on\_\_\_\_\_
- ii. AQAR\_\_2013-14 Submitted to NAAC on\_\_\_\_\_

**1.9 Institutional Status**

University                      State  Central  Deemed  Private

Affiliated College              Yes  No

Constituent College            Yes  No

Autonomous college of UGC    Yes  No

Regulatory Agency approved Institution    Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

|                     |                               |                                     |                        |                                     |         |                                     |
|---------------------|-------------------------------|-------------------------------------|------------------------|-------------------------------------|---------|-------------------------------------|
| Type of Institution | Co-education                  | <input type="checkbox"/>            | Men                    | <input type="checkbox"/>            | Women   | <input checked="" type="checkbox"/> |
|                     | Urban                         | <input checked="" type="checkbox"/> | Rural                  | <input type="checkbox"/>            | Tribal  | <input type="checkbox"/>            |
| Financial Status    | Grant-in-aid                  | <input checked="" type="checkbox"/> | UGC 2(f)               | <input checked="" type="checkbox"/> | UGC 12B | <input checked="" type="checkbox"/> |
|                     | Grant-in-aid + Self Financing | <input type="checkbox"/>            | Totally Self-financing | <input type="checkbox"/>            |         |                                     |

1.10 Type of Faculty/Programme

|                  |                                     |             |                                     |                |                                     |            |                          |                |                          |
|------------------|-------------------------------------|-------------|-------------------------------------|----------------|-------------------------------------|------------|--------------------------|----------------|--------------------------|
| Arts             | <input checked="" type="checkbox"/> | Science     | <input checked="" type="checkbox"/> | Commerce       | <input checked="" type="checkbox"/> | Law        | <input type="checkbox"/> | PEI (Phys Edu) | <input type="checkbox"/> |
| TEI (Edu)        | <input type="checkbox"/>            | Engineering | <input type="checkbox"/>            | Health Science | <input type="checkbox"/>            | Management | <input type="checkbox"/> |                |                          |
| Others (Specify) | <input type="text"/>                |             |                                     |                |                                     |            |                          |                |                          |

1.11 Name of the Affiliating University (*for the Colleges*)

PERIYAR UNIVERSITY

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

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

## 2. IQAC Composition and Activities

|   |   |                                    |               |                                    |
|---|---|------------------------------------|---------------|------------------------------------|
| 2.1 No. of Teachers   | <input type="text" value="13"/>   |                                    |               |                                    |
| 2.2 No. of Administrative/Technical staff                         | <input type="text" value="1"/>  |                                    |               |                                    |
| 2.3 No. of students   | <input type="text" value="10"/>   |                                    |               |                                    |
| 2.4 No. of Management representatives                             | <input type="text" value="-----"/>  |                                    |               |                                    |
| 2.5 No. of Alumni   | <input type="text" value="10"/>   |                                    |               |                                    |
| 2.6 No. of any other stakeholder and<br>community representatives | <input type="text" value="2"/>  |                                    |               |                                    |
| 2.7 No. of Employers/ Industrialists                              | <input type="text" value="-----"/>  |                                    |               |                                    |
| 2.8 No. of other External Experts                                 | <input type="text" value="-----"/>  |                                    |               |                                    |
| 2.9 Total No. of members  | <input type="text" value="36"/>   |                                    |               |                                    |
| 2.10 No. of IQAC meetings held                                    | <input type="text" value="3/Yr"/>   |                                    |               |                                    |
| 2.11 No. of meetings with various stakeholders:                   | No  | <input type="text" value="3"/>     | Faculty       | <input type="text" value="3"/>     |
|   | Non-Teaching Staff  | <input type="text" value="3"/>     | Students      | <input type="text" value="3"/>     |
|   | Alumni  | <input type="text" value="3"/>     | Others        | <input type="text" value="-----"/> |
| 2.12 Has IQAC received any funding from UGC during the year?      | Yes   | <input type="text" value="--"/>    | No            | <input type="text" value="✓"/>     |
|   | If yes, mention the amount  | <input type="text" value="-----"/> |               |                                    |
| 2.13 Seminars and Conferences (only quality related)              | (i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC |                                    |               |                                    |
|   | Total Nos   | <input type="text" value="----"/>  | International | <input type="text" value="---"/>   |
|   | National  | <input type="text" value="----"/>  | State         | <input type="text" value="----"/>  |
|   | InstitutionLevel  | <input type="text" value="---"/>   |               |                                    |
|   | (ii) Themes   | <input type="text" value="-----"/> |               |                                    |

## 2.14 Significant Activities and contributions made by IQAC

- With the introduction of new UG and PG courses, the total strength of the college is raised to nearly 3000 and it has resulted in uplifting the institute from B grade to A grade status.
- Providing more opportunities for the students to involve in many extension activities to reach out to the community.
- To enhance the Infrastructure facilities.
- Motivating teachers and students to involve in research works

## 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

| Plan of Action   | Achievements  |
|--|---|
| <p>To start “Soft Skills Programme” for the teachers and the students.</p> <p>To increase the participation of students in campus interviews.</p> <p>To motivate staff and students to take up Research Project Works.</p> <p>To work out a plan to start a special cell for Differently-Abled students to create a sense of security and to provide chances for them to show off their talents.</p> | <p>TN Hr.Edn. has chosen the institute as one of the Soft Skills Centres among the Government Colleges in Tamilnadu.</p> <p>Nearly 200 students attended off campus interviews conducted by various popular IT companies and it was a great exposure and a source of inspiration for the students.</p> <p>In this current year, 1 staff member of English department was sanctioned with UGC Minor Research Project and 1 MA English Student was sanctioned with TANSICHE—Students Mini Project .</p> <p>A committee was formed with two staff members as Co-ordinators for the cell.</p> |

|   |  |
|---|--|
| To start new Clubs and Extension Activities for the students to exhibit their potential and hidden talents. | A discussion was held in the Council meeting and resolution was passed.                  |
| To increase the number of activities in the existing Clubs.   | Many community activities were undertaken by the students.                               |
| To start doing NAAC related works.  | Steering Committee was formed to carry out all the works pertaining to Re-Accreditation. |

2.15 Whether the AQAR was placed in statutory body      Yes       No

Management       Syndicate       Any other body  COLLEGE COUNCIL

Provide the details of the action taken

Each department allocated one staff as co-ordinator for NAAC work. Fortnight meetings were held to discuss the on-going works related to NAAC.

## Part – B

### Criterion – I

#### **I. Curricular Aspects**

##### 1.1 Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|------------------------|-------------------------------|--|-------------------------------------|--|
| PhD                    | ----                          |  |                                     |  |
| PG                     | 5                             | 2  |                                     |  |
| UG                     | 11                            | 2  |                                     |  |
| PG Diploma             |                               |  |                                     |  |
| Advanced Diploma       |                               |  |                                     |  |
| Diploma                |                               |  |                                     |  |
| Certificate            |                               |  |                                     |  |
| Others                 |                               |  |                                     |  |
| <b>Total</b>           | 16                            | 4  |                                     |  |
| Interdisciplinary      |                               |  |                                     |  |
| Innovative             |                               |  |                                     |  |

1.2 (i) Flexibility of the Curriculum: CBCS

(ii) Pattern of programmes:

| Pattern   | Number of programmes  |
|-----------|-----------------------|
| Semester  | All UG and PG courses |
| Trimester | -----                 |
| Annual    | -----                 |

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

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

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

NOT APPLICABLE AS AN AFFILIATED NON-AUTONOMOUS INSTITUTE

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

NO

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others    |
|-------|------------------|----------------------|------------|-----------|
| 48    | 36               | 11                   | -          | PRINCIPAL |

2.2 No. of permanent faculty with Ph.D.



2.3 No. of Faculty Positions recruited (R) and Vacant (V) during the year

| Asst. Professors |    | Associate Professors |     | Professors |     | Others |     | Total |    |
|------------------|----|----------------------|-----|------------|-----|--------|-----|-------|----|
| R                | V  | R                    | V   | R          | V   | R      | V   | R     | V  |
| ---              | 39 | ---                  | --- | ---        | --- | ---    | --- | ---   | 39 |

|    |       |       |
|----|-------|-------|
| 32 | ----- | ----- |
|----|-------|-------|

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

| No. of Faculty                  | International level | National level | State level |
|---------------------------------|---------------------|----------------|-------------|
| Attended Seminars/<br>Workshops | 19                  | 36             | 3           |
| Presented papers                | 12                  | 19             | 1           |
| Resource Persons                | 02                  | 06             | 5           |

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

- Computer-assisted teaching and learning is done wherever possible.
- Teaching is made more of 'learner-centred' method.
- Sometimes teaching and learning is done with the materials of 'realia.'
- Teacher's study materials, both in hard copy and soft copy are made available for the students.
- Making the students to do their assignment and project works in their own laptops.
- To continue CLP (Computer Literacy Programme) for all UG I year students.

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

180

2.8 Examination/ Evaluation Reforms initiated by the Institution.

- The conduct of University examinations are assigned in rotation to each department every year.
- Tests under CIA system are regularly given and the papers are duly assessed and distributed to students and to maintain transparency, Internal marks are shown to the students and their signature is obtained. In every semester, model exams are conducted and marks are entered in Students 'Academic Performance Report Card, which are sent to their parents.

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

7

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2.10 Average percentage of attendance of students

95%

2.11 Course/Programme wise

distribution of pass percentage : UG COURSES:

| Title of the Programme | Total no. of students appeared | Division    |    |      |       |        |
|------------------------|--------------------------------|-------------|----|------|-------|--------|
|                        |                                | Distinction | I  | II   | III   | Pass % |
| B.A. Tamil             | 94                             | ----        | 60 | 23   | ----- | 88.29% |
| B.A. English           | 46                             | ----        | 16 | 18   | 1     | 77%    |
| B.A. History           | 45                             | 33          | 13 | ---- | ----- | 46%    |
| B.Com.                 | 108                            | ----        | 65 | 21   | ----  | 79.63% |
| B.A. Eco               | 09                             | ----        | 07 | ---- | ----  | 78%    |
| B.Sc. Maths            | 89                             | 43          | 36 | ---- | ----- | 93%    |

|                    |    |    |    |       |       |        |
|--------------------|----|----|----|-------|-------|--------|
| B.Sc. Physics      | 53 | 03 | 34 | ----  | ----- | 69.81% |
| B.Sc. Chemistry    | 81 | 18 | 25 | 5     | 3     | 63.3%  |
| B.Sc. Microbiology | 26 | 1  | 12 | ----- | ----- | 70.8%  |
| B.Sc. Comp. Sci    | 69 | 1  | 56 | ----  | ----- | 83%    |
| B.C.A.             | 36 | 2  | 29 | ----- | ----- | 86%    |

PG COURSES:

| Name of the programme | Total no.of students appeared | Distinction | I  | II   | III   | PASS%  |
|-----------------------|-------------------------------|-------------|----|------|-------|--------|
| M.A. Tamil            | 31                            | 06          | 20 | 05   | ----  | 100%   |
| M.A. English          | 30                            | ---         | 28 | ---- | ----- | 93%    |
| M.A. History          | 14                            | 01          | 10 | ---- | ----- | 79%    |
| M.Com                 | 44                            | 09          | 33 | ---- | ----- | 95.45% |
| M.Sc.Maths            | 27                            | 01          | 05 | ---- | ----- | 23%    |
| M.Sc. Chem            | 15                            | ---         | 01 | ---- | ----- | 13%    |
| M.Sc. C.S.            | 29                            | 05          | 23 | ---- | ----- | 96%    |

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

Through bench marking

2.13 Initiatives undertaken towards faculty development :

| <i>Faculty / Staff Development Programmes</i>  | <i>Number of faculty benefitted</i> |
|--|-------------------------------------|
| Refresher courses                              | 14                                  |
| UGC – Faculty Improvement Programme            | nil                                 |
| HRD programmes                                 | nil                                 |
| Orientation programmes                         | 1                                   |
| Faculty exchange programme                     | Nil                                 |
| Staff training conducted by the university     | 2                                   |
| Staff training conducted by other institutions | 5                                   |
| Summer / Winter schools, Workshops, etc.       | 25                                  |
| Others   | 3                                   |

2.14 Details of Administrative and Technical staff

| Category             | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
|----------------------|-------------------------------|----------------------------|--|--|
| Administrative Staff | 13                            | 12                         | -----  | 12                                     |
| Technical Staff      | 1                             | -----                      | -----  | -----                                  |

### **Criterion – III**

### **3. Research, Consultancy and Extension**

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

- The addition of PG courses facilitates the conducive environment for research works.
- The students are motivated to take up emerging trends in Arts and Science, which would provide a platform for them when they go for higher studies.
- Both the teachers and the students are provided with the details of funding agencies to do research projects.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

|               | Completed            | Ongoing   | Sanctioned         | Submitted |
|---------------|----------------------|-----------|--------------------|-----------|
| Number        | 01(student)          | 01(Staff) | 01                 | 01        |
| Outlay in Rs. | 15,000 by<br>TANSCHÉ | -----     | 1,85,000 By<br>UGC | -----     |

3.4 Details on research publications

|                          | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals     | 10            | nil      | nil    |
| Non-Peer Review Journals | ----          | -----    | -----  |
| e-Journals               | 02            | -----    | -----  |
| Conference proceedings   | 06            | 02       | Nil    |

3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

| Nature of the Project  | Duration Year      | Name of the funding Agency | Total grant sanctioned | Received |
|--|--------------------|----------------------------|------------------------|----------|
| Major projects   | ---                | ---                        | ---                    | ---      |
| Minor Projects   | 2YRS<br>2014-16    | UGC                        | 1,85,000               | 1,60,000 |
| Interdisciplinary Projects   | ---                | ---                        | ---                    | ---      |
| Industry sponsored   | ---                | ---                        | ---                    | ---      |
| Projects sponsored by the University/ College                                  | ---                | ---                        | ---                    | ---      |
| Students research projects<br><i>(other than compulsory by the University)</i> | 6Months<br>2013-14 | TANSICHE                   | 15,000                 | 15,000   |
| Any other(Specify)   | ---                | ----                       | ----                   | ---      |
| <b>Total</b>   | ---                | ----                       | 2,00,000               | 1,60,000 |

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

| Level               | International  | National | State | University     | College |
|---------------------|----------------|----------|-------|----------------|---------|
| Number              | 01             | 02       |       | 01             |         |
| Sponsoring agencies | concerned Dept | CICI     |       | concerned Dept |         |

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

07

3.13 No. of collaborations

International

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National

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Any other

---

3.14 No. of linkages created during this year

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3.15 Total budget for research for current year in lakhs :

From Funding agency

-----

From Management of University/College

-----

Total

-----

3.16 No. of tents received this year

| Type of Patent |         | Number |
|----------------|---------|--------|
| National       | Applied | -----  |
|                | Granted | -----  |
| International  | Applied | -----  |
|                | Granted | -----  |
| Commercialised | Applied | -----  |
|                | Granted | -----  |

3.17 No. of research awards/ recognitions received by faculty and research fellows  
Of the institute in the year

| Total | International | National | State | University | Dist  | College |
|-------|---------------|----------|-------|------------|-------|---------|
| ----- | -----         | -----    | ----- | -----      | ----- | -----   |

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

10

20

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

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

JRF --- SRF --- Project Fellows --- Any other ---

3.21 No. of students Participated in NSS events:

University level 200 State level ---

National level --- International level ---

3.22 No. of students participated in NCC events:

University level --- State level ---

National level --- International level ---

3.23 No. of Awards won in NSS:

University level --- State level ---

National level --- International level ---

3.24 No. of Awards won in NCC:

University level --- State level ---

National level --- International level ---

3.25 No. of Extension activities organized

University forum ----- College forum 10

NCC --- NSS 40 Any other -----



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

1. Six members of the Rotaract Club participated in the RYLA (Rotaract Youth Leadership Award) 3days leadership camp conducted at Yelagiri and one of our students Vijayakumari was selected as the best RYLA.
2. A Blood Donation Camp was organized by the college Rotaract Club and YRC in which 66 students and 7 staff members donated their blood.
3. Various awareness programmes undertaken by the college NSS, especially, the volunteers' social responsibility in Cleaning Children's Ward at Govt. Hospital, Salem.
4. Two of the NSS Programme Officers participated in the One Day Refresher programme conducted at Periyar University.

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

| Facilities  | Existing   | Newly created | Source of Fund  | Total      |
|---|------------|---------------|-----------------|------------|
| Campus area   | 14.71acres | ----          | ----            | 14.71acres |
| Class rooms   | 42         | ----          | ----            | 42         |
| Laboratories  | 8          | ----          | ----            | 8          |
| Seminar Halls   | ----       | ----          | ----            | ----       |
| No. of important equipments purchased ( $\geq 1-0$ lakh) during the current year. | ----       | 2             |                 |            |
| Value of the equipment purchased during the year (Rs. in Lakhs)                   |            | 3lakhs        | UGC merged fund | 3          |
| Others  |            |               |                 |            |

#### 4.2 Computerization of administration and library

- Admission related works are completely computerized.
- Almost all correspondence submitted to office, University and DCE are mainly in computerized formats.
- Library computerization is going on with the addition of new books.

#### 4.3 Library services:

|                      | Existing |           | Newly added |        | Total |           |
|----------------------|----------|-----------|-------------|--------|-------|-----------|
|                      | No.      | Value     | No.         | Value  | No.   | Value     |
| Text Books           | 4095     | 1,74,020  | 216         | 55,212 | 4311  | 2,29,232  |
| Reference Books      | 8640     | 13,39,551 | 147         | 24,488 | 8787  | 13,64,039 |
| e-Books              | ----     | -----     | ----        | -----  | ----- | -----     |
| Journals             | ----     | -----     | 3           | 18,000 | 3     | 18,000    |
| e-Journals           | ----     | -----     | ----        | -----  | ----- | -----     |
| Digital Database     | ----     | -----     | ----        | -----  | ----- | -----     |
| CD & Video           |          |           |             |        |       |           |
| Others (specify) UGC | 200      | 18,000    | 34          | 10,000 | 234   | 28,000    |

#### 4.4 Technology up gradation (overall)

|          | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others lang, lab |
|----------|-----------------|---------------|----------|------------------|------------------|--------|-------------|------------------|
| Existing | 65              | 43            | 30       | -----            | -----            | 2      | 10          | 10               |
| Added    | 01              | 01            | -----    | -----            | -----            |        |             | ---              |
| Total    | 66              | 44            | 30       | -----            | -----            | 2      | 10          | 10               |

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

Computer Literacy Programme (CLP) : The programme was started by the State Government in 2000 in tie up with a private concern Ravichandra Systems and Computer Services Ltd, Coimbatore and made a contract for five years only. But after the period was over, the college wanted to cater this service to the financially backward students and so the course was taken over by the college and now it has been conducted successfully every year.

In this course, the students are taught Operating System, Personal Productivity Software, Multimedia, Desktop Publishing, Networking concepts, Internet and its applications, Creating Web pages and Tamil Word Processor. The interested staff members also could avail this opportunity.

#### 4.6 Amount spent on maintenance in lakhs :

|  |               |
|--|---------------|
| i) ICT                                   | 5,000         |
| ii) Campus Infrastructure and facilities | 600000        |
| iii) Equipments                          | 1,80,000      |
| iv) Others                               | 70,000        |
| <b>Total :</b>                           | <b>855000</b> |

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Fresher’s orientation is regularly conducted where the senior students are encouraged to interact with the newly admitted students thereby creating a fraternal atmosphere in the institute.
- Academic Performance Awareness is created periodically by Tutorial System.
- Entrepreneurship Awareness is created by displaying the details on notice board and also by circulars.
- Eco-green awareness is created through periodical “Mass Cleaning Drive.”
- Various scholarship and loan schemes available in PVT sectors and nationalised companies like LIC, are introduced to the students by arranging meetings in the campus, where the company representatives speak about their schemes.

#### 5.2 Efforts made by the institution for tracking the progression

- Progression is regularly monitored by the Principal at the time of every council meeting.

#### 5.3 (a) Total Number of students both UG and PG: 2617

(b) No. of students outside the state

1

(c) No. of international students

-----

| Men | No | %  | Women | No | %    |
|-----|----|----|-------|----|------|
|     | -- | -- |       |    | 2617 |

| Last Year |     |    |      |                       |       | This Year |     |    |      |                       |       |
|-----------|-----|----|------|-----------------------|-------|-----------|-----|----|------|-----------------------|-------|
| General   | SC  | ST | OBC  | Physically Challenged | Total | General   | SC  | ST | OBC  | Physically Challenged | Total |
| 08        | 607 | 49 | 1712 | 10                    | 2386  | 07        | 665 | 73 | 1864 | 21                    | 2617  |

Demand ratio

Dropout %

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

- No separate coaching classes are conducted. But at the time of ward meeting, the students are briefed about various general competitive exams and they are provided with books to prepare and some outline of how to make use of those books are also well informed.
- For competitive exams like TNTET ( Tamil Nadu Teacher Eligibility Test) and SLET, the students are trained even during class hours in the form of Multiple Choice Questions.
- As the institute being a women's institute, the girls feel it safe to take up teaching profession. With the introduction of TET exam by the State Government, the students are very conscious to use the opportunity and grab the profession. The students are well informed of how to face this exam with the proper preparation.
- One of our Guest lecturers has just started training a limited number of students for TNPSC exams at free of cost and a minimum of 5 students get qualified in these exams.

No. of students beneficiaries

25

#### 5.5 No. of students qualified in these examinations

|             |    |           |    |      |    |        |    |
|-------------|----|-----------|----|------|----|--------|----|
| NET         | -- | SET/SLET  | -- | GATE | -- | CAT    | -- |
| IAS/IPS etc | -- | State PSC | 15 | UPSC | -- | Others | 40 |

#### 5.6 Details of student counselling and career guidance

“Students counselling and Anti-Ragging Cell” of the college participated a one-day workshop on “Menace of Ragging and Preventive Measures” conducted by Anti-Ragging Cell of Periyar University.

In order to make the students aware of their rights, two eminent women lawyers were invited to the college to deliver speeches on “ Women's Awareness and Women's Rights.”

Under Career Guidance Programme, TIME Institute and AIMS Institute for TANCET coaching visited the college to address the final year UG students on various job opportunities available to them and they also conducted Scholarship Exams for those students to get qualified for free TANCET coaching.

No. of students benefitted

194

### 5.7 Details of campus placement

| <i>On campus</i>                |                                 |                           | <i>Off Campus</i>         |
|---------------------------------|---------------------------------|---------------------------|---------------------------|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| 3                               | 24                              | 5                         | 10                        |

### 5.8 Details of gender sensitization programmes

➤ Gender sensitization programmes are conducted along with Counselling programmes.

### 5.9 Students Activities

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

State/ University level  National level  International level

#### No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

### 5.10 Scholarships and Financial Support

|  | Number of students                           | Amount  |
|--|--|---|
| Financial support from institution                                   | ----   | ---   |
| Financial support from government                                    | All BC, MBC, SC and ST students of UG and PG | Scholarship pertaining to the relevant community. |
| Financial support from other sources                                 |  |   |
| Number of students who received International/ National recognitions | ----   | ----  |

5.11 Student organised / initiatives

Fairs : State/ University/college level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

1. Ladies special buses are arranged according to the timings of the college.
2. Toilet facilities are increased.

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

VISION:  
KNOWLEDGE----- UNTO INFINITY.

MISSION:

- TO STRIVE FOR THE DEVELOPMENT OF THE SELF, SOCIETY AND THE NATION.
- TO GAIN AN EDGE IN GLOBAL COMPETITION.
- TO PROVIDE VALUE-EDUCATION, TO SPREAD THE LIGHT OF KINDNESS, LOVE AND COMPASSION.
- TO PRESERVE OUR CULTURE AND TRADITION WHILE IN TUNE WITH TECHNOLOGY AND EDUCATION.
- TO ENSURE ‘MAN-MAKING’ AS THE GOAL OF ALL EDUCATION.

## 6.2 Does the Institution has a management Information System

**ACADEMIC MANGEMENT SYSTEM:** Various policy making bodies such as College Council, Exam Committee, Sports Committee, Library Committee, College Union, IQAC are responsible for ensuring the academic development of the institute.

**ADMINISTRATIVE MANAGEMENT SYSTEM:** All accounts pertaining to the State Government, UGC, and PTA are maintained by the office and monthly reconciliation is undertaken with the main Treasury of Salem District and also with the office of RJD, Coimbatore.

To make effective and efficient run of the institute, IQAC shares its responsibility and ensures the overall development of the institute.

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

### 6.3.1 Curriculum Development

- The increase of PG courses enable the institute to open up new vistas for the students in the area of specialization and research.
- Various registers are maintained to enter students' CIA scores, Model Exam and University Exam scores. These registers are updated regularly.
- To enrich the students with the knowledge of emerging trends in their subjects as well as in general, the institute allows some private publishers to conduct Book Fair in the campus.

### 6.3.2 Teaching and Learning

- Teaching is done with a qualitative change which makes the students to experience any given field in its various contexts, domains and natural situational varieties.
- Teaching is mostly carried out with the objects of 'realia.'
- The students are trained to make use of their reasoning processes upon various human information processes like perception, attention, memory, planning, monitoring and feedback.
- The students are trained to achieve the ability to comprehend and produce.



### 6.3.3 Examination and Evaluation

- Monthly CIA tests.
- Unit tests.
- Model examinations in the University Question paper pattern.
- Papers are valued and distributed to students and marks are entered in the department mark registers. Failed candidates are given retests and remodel examinations.
- Evaluation is also done through class seminar, assignment and project works.

### 6.3.4 Research and Development

IQAC is keen on promoting research activities among the teachers and students. The committee also monitors over the sanctioned project's growth.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

Physical infrastructure and instrumentations are increased every year with the help of the State Government and UGC fund.

Every year e-filing of e-TDS and quarterly statements of income tax of all the teaching and non-teaching staff is done.

### 6.3.6 Human Resource Management

In order to manage the lack of teaching and non-teaching staff members, the institute makes use of the fund from PTA with the concurrence from the College council. Very essential posts only are filled up in this way. In the current year, 3 more guest lecturers and 7 non teaching faculties were recruited by PTA.

### 6.3.7 Faculty and Staff recruitment

Permanent recruitment for vacant posts is always done by the State Government, as it is a Government run college. However, certain important and essential posts are filled by PTA according to the needs.

### 6.3.8 Industry Interaction / Collaboration

NIL

6.3.9 Admission of Students

Transparency is strictly adhered through Single Window Counselling System both for UG and PG admissions.

Reservation of quota is also strictly followed as per the norms and guidelines of the State Government.

6.4 Welfare Schemes for

|              |  |
|--------------|--|
| Teaching     | GPF, Gratuity, Health Insurance policy as provided by the State Government   |
| Non teaching | ----- Do-----  |
| Students     | State Government scholarship for BC/ MBC/ SC/ST students. Central Government Minority scholarship for eligible students. |

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done

Yes  No

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

| Audit Type     | External |        | Internal |                    |
|----------------|----------|--------|----------|--------------------|
|                | Yes/No   | Agency | Yes/No   | Authority          |
| Academic       |          |        | yes      | Inter-departmental |
| Administrative | yes      | DCE    | yes      | office             |

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes    Yes  No  NA

For PG Programmes    Yes  No  NA

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

NA

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

NA

6.11 Activities and support from the Alumni Association

OSA (Old Students' Association) has been registered and every year auditing is done. To make the campus eco-green, 4 sweepers and 1 scavenger are appointed with the help of OSA. To keep the records concerning OSA, the Alumni has donated a steel almirah to the college, and they have also shown their interest in promoting the employability rate of the institute

6.12 Activities and support from the Parent – Teacher Association

PTA meetings are regularly conducted for twice in a semester. All students are members and a yearly subscription is collected from them at the time of admission. All regular teachers also contribute a yearly subscription to the Association. During the meetings, the grievances of the parents are listened to and remedial measures have been taken. Certain essential posts are filled up only with PTA fund. The current year 3 more Guest Lecturers and 7 non-teaching faculties were recruited by PTA.

Guest lecturer recruitments are done by conducting interviews before the panel.

6.13 Development programmes for support staff

During Fine Arts Week and Sports Day, the support staff members are also encouraged to participate in various events and are awarded prizes also.

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

Every month, "Mass cleaning Drive" is undertaken by NSS.

Rain Water Harvesting is installed in the campus.

The institute is taking all efforts to make the campus "Plastic Free Zone."

## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Academic Innovations:

- a) Teaching and learning with the use of PPT and LCD projector
- b) Motivating the teachers and students to involve in social encounters with the public.
- c) Feedback Strategy.
- d) Guiding the students to experience cognitive curiosity to take up critical thinking and problem solving and fostering creativity.

Administrative Innovation: Computerized Documentation of all activities.

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

- 1.To strengthen the Placement Cell, Soft Skills Training was given to students.
- 2.Staff and Students were sanctioned with Minor Research project.
- 3.Starting new extension activities and clubs got implemented with the untiring help of the staff members. Under this scheme, A CELL FOR DIFFERENTLY ABLED YOUTH in the name of HOPE has been planned to start from the next academic year.

7.3 Give two Best Practices of the institution

- Tutorial system and ward meeting every month.
- In spite of the absence of a regular Physical Directress for nearly 18 years, carrying out Sports activities every year, including the conduct of Sports Day.

7.4 Contribution to environmental awareness / protection

Mass Cleaning Drive.

Tree plantation.

To make the campus more eco-green, the use of plastic papers and cups are strictly prohibited.

7.5 Whether environmental audit was conducted?

Yes  No

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

|   |
|---|
| <p><b>STRENGTHS:</b></p> <ul style="list-style-type: none"><li>➤ Making the teachers to handle Active Peer Teaching Strategy and Rewarding Learner Participation.</li><li>➤ Adaptability of Human Resource Management in administrative frameworks.</li><li>➤ Admission through Single Window Counselling System, where transparency is strictly adhered.</li></ul> <p><b>WEAKNESSES:</b></p> <ul style="list-style-type: none"><li>➤ Large number of vacancies both in teaching and non teaching departments.</li><li>➤ Non availability of Wi-Fi facility in the campus.</li><li>➤ No auditorium to conduct meetings in large scales.</li></ul> <p><b>OPPORTUNITIES:</b></p> <ul style="list-style-type: none"><li>➤ Fostering students' responsibility by allowing them to actively participate in many Community Service Programmes.</li><li>➤ Teaching moral values apart from the prescribed syllabus</li></ul> <p><b>THREATS:</b></p> <ul style="list-style-type: none"><li>➤ Lack of self-confidence and self-motivation among the girl students to take up other professions, than teaching.</li></ul> |
|---|

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

|  |
|--|
| <ul style="list-style-type: none"><li>➤ To increase the infrastructure facilities, particularly, a huge Auditorium.</li><li>➤ To achieve high standards in Research and Development.</li></ul> |
|--|

Name: Mrs .K. PUNGOTHAI

Name : DR. (Mrs). S. MANIMOZHI

\_\_\_\_\_  
Signature of the Coordinator, IQAC

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Signature of the Chairperson, IQAC