

**Sri Meenakshi Government Arts College for
Women**

(Autonomous)

Madurai -2



Annual Quality Assurance Report

(2011-12)

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

I. Details of the Institution

1.1 Name of the Institution

Sri Meenakshi Government Arts College for Women (Autonomous)

1.2 Address Line 1

Kalpalam Road

Address Line 2

Goripalayam

City/Town

MADURAI

State

TAMILNADU

Pin Code

625002

Institution e-mail address

smgcmdu@yahoo.com

Contact Nos.

0452-2534988

Name of the Head of the Institution:

Dr.J.UMA

Tel. No. with STD Code:

0452-2534988

Mobile:

9444033052

Mrs. J.Mary Gracelet

Name of the IQAC Co-ordinator:

Mobile:

9080947225

IQAC e-mail address:

smgciqac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) **TNCOGN10039**

1.4 Website address:

www.maduraimeenakshicollege.org

Web-link of the AQAR:

<http://www.smgcw.in/aqar1112.pdf>

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	4*	70-75	07/02/2000	2004-05
2	2 nd Cycle	B + +	80.30	21/05/2006	May20,2011
3	3 rd Cycle			Applied	
4	4 th Cycle				

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

02/01/2004

1.7 AQAR for the year (for example 2010-11)

2011-12

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

- i. AQAR _____ 2012-13 _____ (21/02/2014)
 ii. AQAR _____ 2011-12 _____ (07/03/2014)
 iii. AQAR _____ (DD/MM/YYYY)
 iv. AQAR _____ (DD/MM/YYYY)

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 Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

Madurai Kamaraj University

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

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

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="8"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="1"/>
2.4 No. of Management representatives	<input type="text" value="NIL"/>
2.5 No. of Alumni	<input type="text" value="1"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="5"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="NIL"/>
2.8 No. of other External Experts	<input type="text" value="NIL"/>
2.9 Total No. of members	<input type="text" value="16"/>
2.10 No. of IQAC meetings held	<input type="text" value="2"/>

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No
If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC Feb 2010

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

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
<ul style="list-style-type: none"> • It is planned to conduct training/ workshop for the students at least once in a semester • New format for feedback to be evolved for better and precise evaluation • It is resolved to extended extra one hour after the college hours for the mentor system 	<ul style="list-style-type: none"> • Most of the departments arranged for special lecturers and training programmes • New feedback format was evolved to include new indicators regarding curriculum, teacher evaluation, infrastructure facilities and extracurricular activities • Each class has a mentor to provide guidance to the students on all academic matters and personal counselling.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management* Syndicate Any other body

*Administrative Council

*Academic Council

Provide the details of the action taken

- | |
|---|
| <ul style="list-style-type: none"> • IQAC insists on collecting the feedback forms from students at the end of the academic year and from the alumni during the alumni meeting and graduation day • Twice in a month after the college working hours the mentors are asked to meet the students besides regular meetings. |
|---|

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes (2011-12)

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	NIL			
PG	7			
UG	13			
PG Diploma				
Advanced Diploma				
Diploma	1			
Certificate	1			
Others				
Total	20+2	NIL	NIL	
Interdisciplinary				
Innovative				

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

- CBCS
- Core
- Elective Option
- Open Options (Non-Major Elective Options)

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	YES
Trimester	NIL
Annual	NIL

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

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

*Please provide an analysis of the feedback in the Annexure

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

- The curriculum is student-centric with the freedom selecting subjects at various tiers – Skill Based Electives, Non-Major Electives, Extension Activities
- Value Education and Environmental Studies is incorporated in the UG programme.
- Student research is encouraged through project work incorporated in the PG programme.

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

No, new Department/Centre was introduced in the year 2011-12.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
144	104	40	NIL	NIL

(2011-12)

2.2 No. of permanent faculty with Ph.D.

53

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
NIL		NIL		NIL		NIL		NIL	13

2.4 No. of Guest and Visiting faculty and Temporary faculty

NIL

NIL

28

2.5 Faculty participation in conferences and symposia: (2011-12)

No. of Faculty	International level	National level	State level
Attended	5	30	27
Presented papers	30	87	14
Resource Persons	1	3	6

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

SRI ME

Computer aided teaching methods, special lecturers, EDU-SAT programmes, field trips, PPT presentations, Extension activities and assignments, seminars, paper presentations, quiz programmes, group discussions, debates, projects and internships are some of the teaching and learning methods.

2.7 Total No. of actual teaching days

during this academic year

180

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

- Off-Campus Question Setting for all the core and Elective subjects
- Review of Questions on the day of Examination by the course teachers
- Feed back of the teachers are taken in to notice before the evaluation of answer scripts

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

M.Phil-4

PG-4

UG-6

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage(2011-12) :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA History	101		32.32	65.66	2.02	98.02
BBE Economics	103		61.39	37.62	0.99	98.06
BACommunicative English	76		26.03	68.49	5.48	96.05
BA Tamil	106		57.69	39.42	2.88	98.11
B Com	106		73.08	23.08	3.85	98.11
BSc Mathematics	143		97.87	0.71	1.42	98.6
BSc Physics	57		80.7	15.79	3.51	100
BSc Chemistry	84		85.37	12.2	2.44	97.62
BSc Zoology	64		51.61	43.55	4.84	96.88
BSc Geography	73		42.86	48.57	8.57	95.89
BSc Home Science	23		76.19	23.81	0	91.3
BSc Computer Science	57		100	0	0	96.49
BSc. Botany	32		43.33	36.67	20	93.75
MA History	27		100	0	0	100
MA Economics	26		100	0	0	92.31
MA English	18		88.89	11.11	0	100
MSc Mathematics	33		100	0	0	100
MSc Geography	15		93.33	6.67	0	100
MCA	28		100	0	0	100
MBA	40		97.5	2.5	0	100

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

- IQAC contribute towards teaching and learning process by arranging seminars, workshops and conferences.
- Every year feedback is received from the students, alumni and parents regarding teaching and learning process
- IQAC evaluate the impact of new teaching and learning methods through the Examination result analysis.

2.13 Initiatives undertaken towards faculty development 2011-12

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	23
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL
Orientation programmes	6
Faculty exchange programme	NIL
Staff training conducted by the university	NIL
Staff training conducted by other institutions	6
Summer / Winter schools, Workshops, etc.	4
Others	9

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	29	26	NIL	7
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

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

- IQAC through the Curriculum Development Committee made mandatory that all the final year PG students should be oriented towards research through project work in the final semester.

3.2 Details regarding major projects (2011-12)

	Completed	Ongoing	Sanctioned	Submitted
Number		4		
Outlay in Rs. Lakhs		Rs2,91,4385		

3.3 Details regarding minor projects (2011-12)

	Completed	Ongoing	Sanctioned	Submitted
Number	11	10		1
Outlay in Rs. Lakhs	10,10,000	Rs 10,59,750		Rs 5000

3.4 Details on research publications

	International	National	Others
Peer Review Journals	20	2	NIL
Non-Peer Review Journals	1	1	NIL
e-Journals	NIL	NIL	NIL
Conference proceedings	13	81	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	3(2011-14)	UGC	Rs20,86,685	Rs20,86,685
Minor Projects	1(2011-13)	CICT	Rs 1,95,000	Rs1,95,000
Interdisciplinary Projects	NIL			
Industry sponsored	NIL			
Projects sponsored by the University/ College	NIL			
Students research projects <i>(other than compulsory by the University)</i>	NIL			
Any other(Specify)	NIL			
Total			Rs22,81,685	Rs22,81,685

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		1			
Sponsoring agencies		UGC			

(2011-12)

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

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
2	NIL	2	NIL	NIL	NIL	NIL

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

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

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	250	State level	5
National level	NIL	International level	NIL

3.22 No. of students participated in NCC events:

University level	NIL	State level	12
National level	12	International level	NIL

3.23 No. of Awards won in NSS:

University level	NIL	State level	NIL
National level	NIL	International level	NIL

3.24 No. of Awards won in NCC:

University level	NIL	State level	NIL
National level	NIL	International level	NIL

3.25 No. of Extension activities organized

	University forum	NIL	College forum	13	
NCC	4	NSS	15	Any other	5

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

- 536 students participated in Mini Marathon organised by the District Collector to create awareness regarding Blood Bank and Blood Donation.

- Awareness campaign on Traffic Rules to the school students conducted by the college

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	16.5acres	NIL	NIL	16.5acres
Class rooms	74	NIL	NIL	74
Laboratories	20	NIL	NIL	20
Seminar Halls	1	NIL	NIL	1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

- The office administration is fully computerised and communication to the Directorate of Collegiate Education and the state government is done through e-mail. Salary bills, income tax payment and all documentation are created in system.
- The process of digitalise all the library book is in progress.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	44671		200	Rs100318	45032	
Reference Books	4453		161		4614	

e-Books	NIL		NIL			NIL
Journals	49		3	Rs12969		52
e-Journals	NIL		NIL		NIL	
Digital Database	NIL		NIL		NIL	
CD & Video	67		11	Rs1300		78
Others (specify)	NIL		NIL			

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	177	3	6	NIL	70	3	93	2
Added	22	NIL	14	NIL	NIL	NIL	8	NIL
Total	199	3	20	NIL	70	3	101	2

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

- Students are encouraged to submit their assignments and to present their seminars in Power Point by using their laptops issued to them by the Government of Tamil Nadu.
- Internet access is provided in all the departments for better teaching, research and updating of knowledge.

4.6 Amount spent on maintenance in lakhs :

i) ICT	<input type="text"/>
ii) Campus Infrastructure and facilities	Rs 6,58,000
iii) Equipments	Rs2,00,000
iv) Others	<input type="text"/>
Total :	Rs 8,58,000

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- The Student Support System has different components like Tutorial Ward System, Anti-ragging System, Grievance Redressal Cell, Counselling and Guidance Cell and Career Guidance Cell. The members of these cells together with the members of the IQAC prepares the annual plan and evolve a mechanism to adhere to the problems of students in academic and non-academic fields.

5.2 Efforts made by the institution for tracking the progression

- The institution organises special lectures for the students about higher education opportunities and competitive examinations.
- The programme of coaching classes for NET/SLET examinations and entry in to service are conducted with the fund from UGC.
- More than 50% of the under graduate students are getting admission to post graduation in the parent college itself.
- The career guidance cell organises skill development programmes and arranges for the placement drive.

5.3 (a) Total Number of students	UG	PG	Ph. D.	Others
	2544	396	NIL	NIL

(b) No. of students outside the state

1

(c) No. of international students

NIL

Men	No	%		Women	No	%
	NIL				2940	100

Last Year(2010-11)						This Year(2011-12)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
10	863	5	2442	31	3320	4	749	8	2179	17	2940

Demand ratio 1: 6.7 Dropout % UG- 10

PG- 6

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

- The syllabus is oriented in such a way that covers the subjects of the National Eligibility Examination.
 - A Civil Service Preliminary Examination Centre is function in the College with the support of the Government of Tamil Nadu and the centre has a well equipped library.

No. of students beneficiaries

400

5.5 No. of students qualified in these examinations

NET	NIL	SET/SLET	NIL	GATE	NIL	CAT	NIL
IAS/IPS etc	NIL	State PSC	NIL	UPSC	NIL	Others	62

5.6 Details of student counselling and career guidance

- The Counselling Cell organises regular counselling programmes periodically on various psychological issues of girls and attend to their other problems personally.
- The Counselling Cell and Career Guidance Cell have a faculty member from all 14 departments for having a close rapport with the students.
- The Career Guidance Cell through various training and awareness programme, students are equipped with soft skill and interview skills to face interviews and competitive examinations.

No. of students benefitted

216

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
1	203		10%

5.8 Details of gender sensitization programmes

- Most of the academic programs have units that stimulate to raise their self-esteem, to realise their duties and responsibilities and to empower them economically (Women Studies, Women's Writing, Women Entrepreneurs, Anti-dowry Acts)

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	100	Rs 10,000
Financial support from government	2565	Rs 66,29,726
Financial support from other sources(SC Loan/Support)	331	Rs. 22,60,000

State Government Tamil Medium Stipend	958	Rs3,83,200
Number of students who received International/ National recognitions	NIL	

5.11 Student organised / initiatives

Fairs : State/ University 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:

- The request of students to have separate hostel facilities for PG students was considered and the proposal was forwarded to the government of Tamil Nadu

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: to strive for the elevation and emancipation of individuals with total dedication, commitment to hard work.

Mission:

- To provide an all round development to the young girls who enters the college with the hope to mould herself for an effective, efficient and contribute proactively to the country.
- To turn each student into an able and responsible citizen of the nation who shall be self reliant, reasonable, responsible to offer intellectual input in building strong nation with values such as love, justice, equality and peace.
- To facilitate the development of young women from all strata of society by enabling them to pursue learning process and experiences that can gear, liberate, transform and empower the teacher as well as taught.
- Motto: Knowledge is Power

6.2 Does the Institution has a management Information System

- The institution has computerised all the details connected with the faculty, administrative staff and students.

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

6.3.1 Curriculum Development

- The curriculum in all the subjects has five components consisting of Core, Elective, Allied, Skill Base Elective and Non-Major Elective along with NCC, NSS and Extension Activities.
- In order to encourage interdisciplinary participation, the final students are compelled to choose one elective subject in the fifth and sixth semester
- The Skill Base Elective subjects are regularly updated.

6.3.2 Teaching and Learning

- The subject allotment and distribution of teaching hours are well planned prior to each semester.
- Learning needs of the students are assessed by getting feedback from the students at the end of each semester.
- The good performers are encouraged to participate inter- departmental and inter-collegiate competitions

6.3.3 Examination and Evaluation

- The question papers for UG and PG end semester examination is set externally.
- The valuation of UG answer scripts is done by external examiners and for PG a method of double valuation is followed.
- The viva-voce for the project work and practical examinations are carried out by inviting experts from other institutions and university

6.3.4 Research and Development

- To promote quality in research, majority of the PG department have included research methodology and quantitative and statistical tools in their curriculum.
- Computer and internet facilities are provided to update and develop current knowledge in their respective subjects.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The college has a central library besides department libraries catering to the needs of students and faculty.
- Total are of the central library is 3500sq.ft and the total seating capacity of 150 students at a time.
- Computer Labs, Science Labs, English Language Lab, Phonetics Lab separate hostel facilities for UG and PG students, Gymnasium and parking slots for bi-cycles and vehicles are well provided.
- Each department is equipped with OHP, LCD Projectors, Xerox machines, printers and computers.

6.3.6 Human Resource Management

- The competencies of the faculty is improved by attending training, orientation, refresher programmes and workshop to cope with the development of the subject and to update with current trends
- In case of delay in appointment, the college administration makes arrangement of guest lecturers and administrative staff with the help of Parents-Teachers

6.3.7 Faculty and Staff recruitment

- Faculty and administrative staff recruitment is under the pervue of the state government, however in case of necessity, the college administration takes steps to appoint both guest lecturers and non-teaching staff through Parent-Teacher Association.

6.3.8 Industry Interaction / Collaboration

- Department of Geography has signed a Memorandum of understanding with the Lady Doak College, Madurai, for learning the various techniques on remote sensing and geo-Informatics System.
- The departments of Home Science and the Master of Business Administration have made arrangement with the local organisations and hospitals for their internships.

6.3.9 Admission of Students

- To ensure publicity and transparency in admission process, admissions for various departments are advertised in the leading newspapers and college notice boards.
- Admission procedure stars with selling of application forms, scrutiny of forms, data entry, announcement of counselling dates and open counselling by following the Directorate of Collegiate Education rules and reservation policy of the State Government.

6.4 Welfare schemes for

Teaching	As Provided by the Tamil Nadu Government
Non teaching	As Provided by the Tamil Nadu Government
Students	CSS, Co-operative Stores, Scholarships, free laptops, free bus pass, subsidised canteen facilities, good hostel facilities and free medical camps.

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		Yes	Office
Administrative	Yes	Directorate of Collegiate Education	Yes	Office

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

For UG Programmes Yes No

For PG Programmes Yes No

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

- The college seek advice from the University Development Council, Office of the Controller of Examinations of the University besides, Academic Council and Award Committee of the college whenever needed.

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

- The university extend all help in the preparation of curriculum and in starting new programmes by giving advice and sending their experts.
- The degree and provisional certificates are issued to the college in time with utmost care.

6.11 Activities and support from the Alumni Association

- The meeting of alumni association is held every year to get their feedback and to seek support for all the academic and non-academic matters.
- The curriculum is revised and restructured based on their experiences from various institutions in which they have undergone higher studies.

6.12 Activities and support from the Parent – Teacher Association

- Annual meetings are held to keep them informed of the academic progression of their wards.
- The college administration collects the feedback from the parents and tries to solve their request as far as possible.

6.13 Development programmes for support staff

- All the teaching and non-teaching members can avail the facilities of co-operative stores and gymnasium.
- The office administrative staff is given computer training, net working and e-mail.

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

- NSS and NCC has made tree plantation programme as an annual affair not only within the campus but within the city also.
- The institution has planned to start a tree adoption programme by involving the students of all the departments.
- The institution has hired many workers to keep the campus clean and arranged with the local authority for garbage disposal in a proper way.

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.

- Centralised admission process where the students are admitted according to their preferences by counselling.
- Inter disciplinary subjects taught by faculties from other departments.

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

- The institution has allotted fund from the autonomy grant for the departments to conduct seminars.
- The institution has arranged two days in a month for the mentor to meet the students to discuss and advise them on all academic and personal affairs apart from the regular meetings.

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

- The ward system has made a positive change in their academic performance and promoted self confidence and self respect among the students.
- The decentralised governance has made the faculty and the students that they are contributing to the institution positively. Various Committees have been formed to address the different issues including student grievance cell, counselling cell, anti-ragging committee, hostel committee, sports committee to carry out the work efficiently.

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

7.4 Contribution to environmental awareness / protection

- Awareness has been created among the staff and students to conserve electricity and water.
- The students were encouraged to participate in rallies, marathon, cycle expedition against the use of plastic and tobacco, tree plantation programmes etc.

7.5 Whether environmental audit was conducted? Yes No

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

- The institution caters to the needs of mainly marginalised and rural community.
- The aim of the institution is to uplift the women folk of this part of the country in education field and uplift their social and economic status.

8. Plans of institution for next year

- The proposal to start new PG and Research programmes in the college to cater the needs of students for higher education.
- To organise seminars and workshops at the state and national level.

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

_____***_____

Annexure I

DATE	DETAILS
15-06-11	College for reopens for odd semester and Payment for semester fee begins
14-07-11	Last date for payment of semester fees
20-09-11	Last date for the payment of examination fees without fine.

29-09-11	Last date for the payment of examination fees with fine and submission of examination application forms
10-10-11	Commencement of model examination
20-10-11	End of modal examination
28-10-11	Last date for submission of internal marks
31-10-11	Last working day for the odd semester
09-11-11	Commencement of End-semester examination
14-11-11	Commencement of valuation
01-12-11	College reopens for even semester
05-12-11	Completion of valuation
23-12-11	Publication of odd semester of results
27-02-12	Last date for the payment of Even Semester Examination fees without fine.
07-03-12	Last date for the payment of Even Semester Examination fees with fine and submission of application forms for even semester examination.
08-03-12	Commencement of practical examination
26-03-12	Commencement of model examination
04-04-12	End of model examination
10-04-12	Last date for submission of internal marks
13-04-12	Last working day for the even semester
20-04-12	Commencement of end semester examination
23-04-12	Commencement of valuation
10-05-12	Completion of semester examination
12-05-12	Completion of valuation
22-05-12	Publication of results

MEMBERS OF THE IQAC COMMITTEE (2011-12)

1. Mrs. Dr. C. VIJYARANI – PRINCIPAL(in-charge) & Chairman
2. Mrs. Dr. D. SARALA THEMBAVANI- Associate Professor of Chemistry (Co-ordinator)
3. Miss. S. PALANNIAMMAL - Associate Professor of Physics
4. Mrs. T.S UJATHA - Associate Professor of Economics
5. Mrs. P.KASTURI RANI - Assistant Professor of Commerce
6. Mrs. A.S. BABY RANI - Assistant Professor of Computer Science

7. Mrs. Dr. P. SELVI - Assistant Professor of History – Alumni representative
8. Mrs. P.SUMATHY - Assistant Professor of English
9. Mr. B. NAGARAJAN – Bursar
10. Mrs. R. KALEESWARI – Parent Representative
11. Miss. R.RAJAKIRUTHIKA – Student Representative