

**Sri Meenakshi Government Arts College for  
Women**

**(Autonomous)**

**Madurai -2**



**Annual Quality Assurance Report**

**(2010-11)**

# 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/aqar1011.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 <sup>st</sup> Cycle	4*	70-75	07/02/2000	2004-05
2	2 <sup>nd</sup> Cycle	B + +	80.30	21/05/2006	May20,2011
3	3 <sup>rd</sup> Cycle			Applied	
4	4 <sup>th</sup> Cycle				

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

02/01/2004

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

2010-11

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 \_\_\_\_\_ 2010-11 \_\_\_\_\_ (12/03/2014)  
 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

UGC

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

8

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

1

2.4 No. of Management representatives

NIL

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and  
community representatives

5

2.7 No. of Employers/ Industrialists

NIL

2.8 No. of other External Experts

NIL

2.9 Total No. of members

16

2.10 No. of IQAC meetings held

2

2.11 No. of meetings with various stakeholders:

No.

18

Faculty

12

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

NIL

### 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

Value Education and Innovative Education Modules

### 2.14 Significant Activities and contributions made by IQAC

IQAC encourages the faculty and students in their entire academic, research and extracurricular activities by facilitating expert guidance, arranging seminars and workshops, equipping with infrastructure and training facilities.

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"> <li>To enhance the quality of inter-disciplinary subjects, IQAC insisted setting of question papers by external examiners.</li> <li>Proposal was placed for arranging series of Special lectures for staff and students.</li> </ul>	<ul style="list-style-type: none"> <li>The question setters of Non-Major Elective papers were made external and the valuation was done internal examiners.</li> <li>All the departments of the institution arranged special lectures on current topics and career opportunities.</li> </ul>

\* 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

- The resolution of external setting of Non-Major Elective question paper was passed through the Board of Studies of all the departments and implemented subsequently.
- IQAC advised and extended support to the departments for arranging series of special lectures related to subjects and allotted fund also.

## 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				
<b>Total</b>	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 – Major Electives, 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, which is mandatory in the final semester of 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 2010-11.

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
147	102	45	NIL	NIL

(2010-11)

2.2 No. of permanent faculty with Ph.D.

49

Asst. Professors	Associate Professors	Professors	Others	Total
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2.3 No. of Faculty Positions  
Recruited (R) and Vacant (V)  
during the year

R	V	R	V	R	V	R	V	R	V
NIL		NIL		NIL		NIL		NIL	10

2.4 No. of Guest and Visiting faculty and Temporary faculty

NIL

NIL

25

2.5 Faculty participation in conferences and symposia: (2010-11)

No. of Faculty	International level	National level	State level
Attended	6	39	29
Presented papers	37	111	6
Resource Persons	NIL	NIL	3

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

Computer aided teaching methods, special lecturers, EDU-SAT programmes, field trips, PPT presentations, using models, atlas, survey instruments, photographs, extension activities, film shows, demonstrations and assignments, seminars, paper presentations, quiz programmes, group discussions, debates, projects, role play, management games and internships are some of the teaching and learning methods followed in various departments.

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.
- Supplementary examination for those who fail in the final semester.
- Provision of revaluation facility.
- All the grievances related to examination and result of the students is settled immediately within the framework.

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

PG-4

UG-6

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage(2010-11) :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA History	88		27.59	70.11	2.3	98.86
BBE Economics	98		61.22	38.78	0	100
BACommunicative English	69		15.94	79.71	4.35	100
BA Tamil	97		79.17	20.83	0	98.97
B Com	109		80.73	16.51	2.75	100
BSc Mathematics	91		91.11	6.67	2.22	98.9
BSc Physics	41		87.8	9.76	2.44	100
BSc Chemistry	47		59.57	6.38	34.04	100
BSc Zoology	55		77.36	20.75	1.89	96.36
BSc Geography	63		53.33	45	1.67	95.24
BSc Home Science	24		56.52	39.13	4.35	95.83
BSc Computer Science	47		97.87	0	2.13	100
BSc. Botany	34		48.48	45.45	6.06	97.06
MA History	28		96.43	3.57	0	100
MA Economics	23		95.65	4.35	0	100
MA English	16		68.75	31.25	0	100
MSc Mathematics	25		100	0	0	100
MSc Geography	14		71.43	28.57	0	100
MCA	28		100	0	0	100
MBA	34		97.06	2.94	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 and by providing effective teaching aids..
- Every year feedback is received from the students, alumni and parents regarding teaching, campus facilities and learning methods.
- IQAC evaluate the outcome by different methods like Examination result, performance of students inter-college competitions.

### 2.13 Initiatives undertaken towards faculty development 2011-12

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	22
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	4
Summer / Winter schools, Workshops, etc.	18
Others	4

### 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	34	21	NIL	4
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 research committee encourages faculty to undertake major and minor research projects.
- All the final year PG students are oriented towards research through project work in the final semester.
- The research proposals submitted by the faculty members are forwarded to the organisations within a short period.

#### 3.2 Details regarding major projects (2010-11)

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects (2010-11)

	Completed	Ongoing	Sanctioned	Submitted
Number	2	19	21	2
Outlay in Rs. Lakhs	Rs 45000	Rs14,91,000	Rs 15,36,000	Rs 45000

### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	8	3	-
Non-Peer Review Journals	-	6	-
e-Journals	1	-	-
Conference proceedings	17	88	-

### 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	NIL			
Minor Projects	19	UGC & Malcolm and Elizabeth Adiseshiah Trust, Chennai	Rs14,91,000	
Interdisciplinary Projects	NIL			
Industry sponsored	NIL			
Projects sponsored by the University/ College	NIL			
Students research projects (other than compulsory by the University)	NIL			
Any other(Specify)	NIL			
Total			Rs14,91,000	

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)

NIL

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

(2011-12)

Level	International	National	State	University	College
Number	NIL	3	1	NIL	
Sponsoring agencies		UGC	UGC		

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

48

3.13 No. of collaborations

International

NIL

National

NIL

Any other

9

3.14 No. of linkages created during this year

NIL

3.15 Total budget for research for current year in lakhs :

From Funding agency

Rs14,91,000

From Management of University/College

NIL

Total

Rs14,91,000

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
NIL	NIL	NIL	NIL	NIL	NIL	NIL

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

12

25

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

1

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  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   
NCC  NSS  Any other

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

- Blood Donation camp organised by the Rotary Club and NSS of the college in collaboration with the Government Rajaji Hospital, Madurai.
- The mandatory seven day annual NSS camp is an immersion programme to experience rural life and understand the existing social and economic issues they face.
- One of the NCC cadets had attended the Republic day camp, Prime Minister's Rally and Raj path Parade at New Delhi and three NCC cadets had attended Tal sainik camp at New Delhi during 2010-11.

## 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 whole system of UG and PG admission process, preparation of the selection list and rank list are computerised.
- The proposal to make the library computerised is discussed in the council and necessary steps would be taken in the coming years.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	43715		956	Rs2,65,672	44671	
Reference Books	4453		161		4614	
e-Books	NIL		NIL		NIL	
Journals	43		6	Rs12960	49	
e-Journals	NIL		NIL		NIL	
Digital Database	NIL		NIL		NIL	
CD & Video	67		NIL		67	
Others (specify)	NIL		NIL		NIL	

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	161	2	6	NIL	70	3	78	2
Added	16	1	NIL	NIL	NIL	NIL	15	NIL
Total	177	3	6	NIL	70	3	93	2

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

<ul style="list-style-type: none"> <li>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.</li> <li>Internet access is provided in all the departments for better teaching, research and updating of knowledge.</li> <li>During 2010-11, 97% of the first students were enrolled for the Computer Literacy programme.</li> </ul>
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#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	
ii) Campus Infrastructure and facilities	Rs 4,51,000
iii) Equipments	Rs2,00,000
iv) Others	Rs 2000
<b>Total :</b>	Rs 6,53,000



## 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
2963	357	NIL	NIL

#### (b) No. of students outside the state

1

#### (c) No. of international students

NIL

Men	No	%
	NIL	

Women

No	%
3320	100

Last Year(2009-10)						This Year(2010-11)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
15	851	6	2497	24	3369	10	863	5	2442	31	3320

Demand ratio 1: 7.6

Dropout % UG- 10%

PG- 9%

#### 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 and as per the UGC guidelines.
- A Civil Service Preliminary Examination Centre is functioning within the College campus with the support of the Government of Tamil Nadu and the centre has a well equipped library. The centre is organising experts from various other institutions for coaching the selected students.

No. of students beneficiaries

150

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

NET	3	SET/SLET	3	GATE	NIL	CAT	NIL
IAS/IPS etc	NIL	State PSC	NIL	UPSC	NIL	Others	22

#### 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, equip the students with soft skill and interview skills to face interviews and competitive examinations.

No. of students benefitted

UG- 930

PG- 206

#### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited/other colleges	Number of Students Participated	Number of Students Placed	Number of Students Placed
6	252	13	11%

## 5.8 Details of gender sensitization programmes

- Most of the academic programs have units in their syllabus that motivate girls to raise their self-esteem, to realise their duties and responsibilities and to empower them economically and socially  
(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

11

National level

NIL

International level

NIL

No. of students participated in cultural events

State/ University level

23

National level

NIL

International level

NIL

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

Sports : State/ University level

11

National level

NIL

International level

NIL

Cultural: State/ University level

2

National level

NIL

International level

NIL

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	100	Rs 10,000
Financial support from government	2120	Rs 40,18,085
Financial support from other sources(SC Loan/Support)	135	Rs 8,92,500
State Government Tamil Medium Stipend	912	Rs 3,64,800
Number of students who received International/ National recognitions	NIL	

#### 5.11 Student organised / initiatives

Fairs	: State/ University level	NIL	National level	NIL	International level	NIL
Exhibition:	State/ University level	NIL	National level	NIL	International level	NIL

5.12 No. of social initiatives undertaken by the students

18

#### 5.13 Major grievances of students (if any) redressed:

- The laminated full proof mark sheets were provided for the final semester.
- All the scholarship dealings were done through banks

### Criterion – VI

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

#### 6.1 State the Vision and Mission of the institution

##### Vision:

To uplift the socially backward and economically poor young women of the society and empower them by imparting knowledge through holistic education, making them independent and responsible citizens to contribute to the development of the society.

##### Mission:

- To modernise teaching, learning process and promote research culture.
- To encourage innovations and accountability.
- To encourage consultancy services and learning.
- To identify our own strength and weakness
- To undergo accreditation periodically.

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.
- The provision of readmission and repeat the semester option is given to the students under unavoidable circumstances.

#### 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 area 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

#### 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 starts 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

NIL

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

Sri Me

- 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 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 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.
- The tutorial system has made the teacher to have good understanding of their students. So they are able to help their wards to overcome the mental pressure and personal problems.

*\*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.
- Most of the students are first generation learners, so orientation programmes are required to motivate them to continue their studies.
- Lack of adequate administrative staff, technical assistants and campus maintenance staff.

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

- To evolve a good and comprehensive feedback system to cover all the aspects of the institution from students, parents, faculty members, experts, representatives of industries and organisations, alumni.
- To strengthen the ward system to have well mannered, highly motivated and efficient student community.

Name \_\_\_\_\_

Name \_\_\_\_\_

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

\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

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#### Annexure I

DATE	DETAILS
16-06-10	College for reopens for odd semester and Payment for semester fee begins
30-06-10	Last date for payment of semester fees without fine.
21-07-10	Last date for the payment of semester fees with fine.
17-09-10	Last date for the payment of examination fees without fine.
30-09-10	Last date for the payment of examination fees with fine and submission of examination application forms
18-10-10	Commencement of model examination
25-10-10	End of modal examination
28-10-10	Last date for submission of internal marks
20-10-10	Last working day for the odd semester
03-11-10	Commencement of End-semester examination
08-11-10	Commencement of valuation
06-12-10	Completion of valuation
01-12-10	College re-opens for even semester
14-12-10	Last date for the payment of Even Semester Examination fees without fine.
23-12-10	Publication of odd semester of results
06-01-11	Last date for the payment of Even Semester Examination fees with fine.
23-02-11	Last date for the payment of Even Semester Examination fees without fine
04-03-11	Last date for the payment of Even Semester Examination fees with fine and submission of application forms for even semester examination.
14-03-11	Commencement of practical examination
21-03-11	Commencement of model examination
01-04-11	End of model examination
08-04-11	Last date for submission of internal assessment marks
15-04-11	Last working day for the even semester
19-04-11	Commencement of end semester examination
25-04-11	Commencement of valuation
07-05-11	Completion of semester examination
17-05-11	Completion of valuation
30-05-11	Publication of results

#### MEMBERS OF THE IQAC COMMITTEE (2010-11)

1. Mrs. Dr. A.P.ARASI – PRINCIPAL & Chairman
2. Mrs. S. V.JAYAMADHURAVALLI – HOD & Associate Professor of Physics
3. Mrs. Dr. S. VIJAYA RANI - Associate Professor of Mathematics
4. Mrs. G. RAJESWARI - Associate Professor of Physics
5. Mrs. Dr. D. SARALA THEMBAVANI - Associate Professor of Chemistry
6. Mrs. Dr. V. GHEETHA - Associate Professor of Botany
7. Mrs. P. KASTURI RANI Assistant Professor of Commerce (Co-ordinator)
8. Mrs. M.SUMATHI - Assistant Professor of Computer Science
9. Mrs. Dr. P. SELVI - Assistant Professor of History – Alumni representative
10. Mrs. Dr. KALARANI RENGASAMY - Assistant Professor of Economics
11. Mr. P. NAGARAJAN – Bursar
12. Mr. S. GUNASEKARAN – Parent Representative
13. Miss. R.RAJAKIRUTHIKA – Student Representative