

SRI MEENAKSHI GOVERNMENT ARTS COLLEGE FOR WOMEN (AUTONOMOUS)

(Nationally Reaccredited with “A” Grade by NAAC with a CGPA of 3.07 out of 4)

(Affiliated to Madurai Kamaraj University)

(NIRF 2018 Rank -58)

Madurai – 2, Tamil Nadu, India



Annual Quality Assurance Report (2017-18)

Submitted to

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

P.O.Box No.1075, Opp:NLSIU, Nagarbhavi,
Bangalore – 560072
(capuaqar@gmail.com)

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution Sri Meenakshi Government Arts College for Women (Autonomous)

1.2 Address Line 1

Panagal Buildings, Kalpalam Road

Address Line 2

Goripalayam

City/Town

MADURAI

State

TAMILNADU

Pin Code

625 002

Institution e-mail address

smgcmca@yahoo.com

Contact Nos.

0452-2534988

Name of the Head of the Institution

Dr. S. VANATHI

Tel. No. with STD Code:

0452-2534988

Mobile

9442361183

Name of the IQAC Co-ordinator

Dr. G.SUJATHA

Mobile

9843647046

IQAC e-mail address:

smgciqac@gmail.com

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

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC(SC-02)/RAR/115 dated 10.07.14

1.5 Website address:

www.smgacw.org

Web-link of the AQAR:

<http://www.smgacw.org/aqar.html/TNCOGN10039-Sri Meenakshi Govt. Arts College for Women, Madurai, Tamil Nadu AQAR 2017-18.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	4*	70-75	07/02/2000	Up to 2005
2	2 nd Cycle	B + +	80.30	21/05/2006	Up to 2011
3	3 rd Cycle	A	3.07	10/07/2014	July 09, 2019
4	4 th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC:

02/01/2004

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

2017-18

1.9 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)

Submission of the AQAR after the Assessment and Reaccreditation of by NAAC (Third Cycle) in 2014.

1.10 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 ☐

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 ☐

1.11 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☒

Others (Specify)

- Master of Computer Applications
- Diploma in Gandhian Thought
- Certificate in Gandhian Thought

1.12 Name of the Affiliating University (for the Colleges)

Madurai Kamaraj University,
Madurai

1.13 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

17

2.2 No. of Administrative/Technical staff

3

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

1

Community representatives

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

1

2.9 Total No. of members

25

2.10 No. of IQAC meetings held

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

Total Nos. International National State Institution Level

(ii) Themes

Conducted Bridge Course to First Year Students as per the instructions of TANSCHER.

Conducted Conference on Consumer Safety Law inaugurated by Collector, District Judge and aids are distributed to visually challenged people.

Memory Power Improvement Training by Mr.Ashvath HOD of Business Administration, Sourashtra College on 30/02/2018.

Conducted soft Skill Development and training on 19/1/2018 by National Institute of Banking.

Special lectures on Consumer Protection Act, Right to information Act, Duties and responsibilities of Consumers, Human Rights Day were organised by Higher Education Department.

2.14 Significant Activities and contributions made by IQAC

- IQAC meeting was conducted regularly twice in a year and action plan was presented in the meeting.
- The members of IQAC meet regularly to discuss about the enhancement of the activities of various committees constituted in the college for the holistic development of students.
- Feedback from the students and alumni are collected and consolidated.
- Created research committee in the institution and encouraged the departments to conduct different levels of seminar and conferences.

- Extension activities are conducted by II year UG students of all departments in their subjects by means of training school students or displaying models as exhibitions.
- Organized Bridge Course for the first year students.
- Initiated evaluation reforms in the examinations and admission reforms.
- Revamped the syllabus for the next academic year 2018- 2019 under autonomy.
- Trained students for UPSC Civil service examinations by means Tamil Nadu Government Free Coaching centre.
- Ensured the constructions of more classrooms and laboratories for the accommodation of students for the new courses.
- Submitted Proposal for new courses BCA, M.Sc. (Home Science) and to upgrade the Department of Computer Science into a Research Centre.
- Submitted institution data for NIRF 2018 ranking and got 58th Rank among Colleges.
- Maintaining College Website.
- Software Designed to automate Transfer Certificate Generation for outgoing students which is developed by our staff members.
- College Library is automated with bar codes and Dewey Decimal Classification method. Library is a member of INFLIBNET –NLIST . Uploaded all staff and student details in National Digital Library Website and can access more than 1,53,00,000 books.
- International Yoga Day was Celebrated in our college on 21/06/2017, 90 of our students participated.
- 110 of our students were participated in the Swatch Bharat Abhiyan camp for cleaning vagai river organised by district collector from 12/04/2017 – 24/04/2017.
- On 12/01/2018 NCC Students Conduct a Street Drama on National Youth Day in our college.
- English Research and Readers Club trained students to improve their Reading Skill, Speech Skill and analytical ability.
- Napkin lending machine is installed.
- Ward Meeting was organized on every 1st and 3rd Wednesday. Class Tutors will meet their own class wards both individually and in group to discuss all the problems like health issues, family problems, friends issues, problems faced inside/outside the campus,etc.

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
New Course Proposal has been submitted for BBA., M.Sc. (Computer Science) , M.Sc.(Chemistry) and Research Centre for Tamil Department.	New Courses has been approved by Tamil Nadu Government and commissioned by Madurai Kamaraj University.

Bridge Course for First Year Students .	Conducted Bridge Course to First Year Students by TamilNadu Higher Education Department.
Programmes and training is planned to make the students more responsible citizens.	Special lectures on Consumer Protection Act, Right to information Act, Duties and responsibilities of Consumers, Human Rights Day were organised.
To conduct skill development, personality development and interpersonal skills and career guidance for students.	Many departments and the Career Guidance Cell and Entrepreneurship Development Cell conducted various programmes to give exposure to students regarding higher studies and career opportunities.
Discipline-wise curriculum development.	Curriculum is designed and approved by the Academic Council. Initiatives taken to revamp the syllabus from the academic year 2018-2019.
Remedial Classes for slow Learners.	Remedial classes arranged to help the slow learners and rural folks to improve their academic performance helped them hone linguistic skills and arithmetic aptitude.
Planned for a College Bazaar with self help groups.	9 th to 10 th January 2018 Three days College Bazaar was conducted and inaugurated by Madurai Collector Mr.G.Veeraragava rao IAS.
Health Awareness to Hostel Students.	9.8.17 Dengue Awareness by Madurai Corporation, 15.8.17 Personal Hygiene by Dr. Sudha Deep, Cancer Awareness by Lions Club
Career Guidance and placement Initiatives	<ul style="list-style-type: none"> • Conducted soft Skill Development and training on 19/1/2018 by National Institute of Banking, • 31/1/2018 by Sona Yokti Pvt.Ltd, State Level Conference on Career Guidance by Level Seven Global Convention on 28/02/2018, • Our student A. Aparna Devi MBA Won Rs,20,000 and Shield for her Research Article in that Conference.
To purchase additional books for library and automating Library	College Library is automated with bar codes and Dewey Decimal Classification method . Library is a member of INFLIBNET –NLIST. Uploaded all staff and student details in National Digital Library Website and can access more than 1,53,00,000 books.
To coach students for UPSC /	<ul style="list-style-type: none"> • IAS / IPS Civil Services Free Coaching centre established by Tamilnadu

TNPSC Examination	<p>Government, Organised workshop on Learning Skills on 23/12/2017</p> <ul style="list-style-type: none"> • UPSC,Civil Service Awareness Seminar by Mr.Umesh IAS Kerela • Soft Skill Training on 03/02/2018, seminar by S.Naga Lingam IRS, Director Commercial Tax Madurai Dt., and his Wife Malarkodi IRS • Memory Power Improvement Training by Mr.Ashvath HOD of business administration, Sourastra College on 30/02/2018 • With the help of above programme, 10 of our students appeared for TNPSC Group IV exams on 11/02/2018 and 25 of our students Applied for UPSC.
To improve Students participation in sports events	Students have actively taken part and won laurels in the Inter- university tournaments in the State and National level.
Social Reforms through NCC	<ul style="list-style-type: none"> • Our NCC students participated in various NCC Camps at Ooty, Ruerkela, yearly camp at rayappanpatti, Idaiyappattil,NCC Camp regarding Basic Leadership Quality at Periyar Maniammai University,Tanjore • Our students A. Kowsalya and N.Jeyanthi from Department of Physics have participated under the banner Tamilnadu NCC Students to the Camp Conducted by Indian NAVY at New Delhi for a month from 06/09/2017 to 05/10/2017. • In 2017 NCC exam 39 students secure B Grade and 28 students Secure C Grade • MISS College Conducted one day programme regarding public security 2017 speech delivered by Dr.Kiran Bedi ,IPS 50 of our students partitipated. • 30 of our students participated in 2TN Girls Battalion Camp on 24/11/2017at china chokkikulam.
To conduct various awareness camps by Red Cross	<ul style="list-style-type: none"> • As a part of Swatch Bharat Abhiyan our red cross units adopted Madurai Govt. Rajaji Hospital and cleaning the hospital every Friday • Red Cross Co-odinators participated three days Red Cross conference on 02/02/2018 – 04/02/2018 • On 06/01/2018 25 Red Cross Students

	<p>participated Disaster Management Awareness Camp Organised by Fire Service</p> <ul style="list-style-type: none"> • Our students Created traffic awareness to public, by pasting black stickers in Vehicle head lights and also provided certificates to the public for wearing helmets On 06/01/2018
To create awareness on Blood Donation with Red Ribbon Club	<ul style="list-style-type: none"> • Youth parliament was demonstrated by Nehru Yuva Kaendra on 10.08.2018 • Conducted Blood Donation Camp on 15/02/2018
To motivate student participation in Youth Welfare	<ul style="list-style-type: none"> • Our Students participated various competitions like disaster management, fine arts, women's day celebrations, physically challenged Competitions in various colleges and Ghandi museum
To improve Hostel Amenities	<ul style="list-style-type: none"> • Silver Nano Technology Water Purification Unit was installed with the capacity of 500L. • Purchased books for hostel library to prepare for Competitive exams.
To provide scholarship through Community Social Service	Scholarship provided for physically challenged and economically background UG students.
To create awareness for Consumers	Conducted Conference on Consumer Safety Law awareness inaugurated by Collector, District Judge and aids are distributed to visually challenged people.
To prepare students in self defence both mentally and Physically through Counselling Cell	Self defence training was provided to students by EKTA on 5.12.17.
To study behaviour of birds by Niche	Studied the behaviour of Grey Heron, a migratory bird which had habitat near the entrance of dept of zoology.
To meet Parents and Old Students as a part of OSA	<ul style="list-style-type: none"> • On 7.2.2018 , 41st convocation for the year 2016-17 was celebrated and awarded degree and Meenakshi statue award to rank holders. • Conducted Alumni meet once in a year.
To involve students in Social Services through NSS	<ul style="list-style-type: none"> • International Yoga Day was Celebrated in our college on 21/06/2017 in coordination with Sri Pathanjali Mahrishi Yoga Trust. • Organized Medical camp for General and Heart diseases. • Organized Residential Special camp in the adopted villages for seven days. • P.Nithyatharshini , Geography student

	participated in National Youth Festival, Noida, New Delhi during 12.1.18 to 16.1.18. <ul style="list-style-type: none"> • Celebrated NSS Day on 8.3.18.
To organize awareness programmes in Science Forum	Organized a awareness programme on Dengu.
To celebrate Fine Arts Day	Former Chief Minister M.G.R. Centenary year was Celebrated and competitions are organized.
Adoption of underprivileged old age home with Thatha-Patti Committee	Visited Old age homes and entertaining elders by interacting them on one full day.
To get funds from RUSA MHRD	Sanctioned amount under RUSA scheme for new laboratories, class rooms and renovating old buildings.
To improve Soft Skill in students	Provided Soft Skill training to 10 Faculty members and they trained 500 final year students under the scheme of TANSCH
To improve Entrepreneurship skills through EDC	<ul style="list-style-type: none"> • Celebrated Skill India Week during 10.7.17 to 15.7.17. • Awareness programme on “Skill Training Courses and Job Opportunities in different sector” as conducted in collaboration with Tamilnadu Skill Development Corporation.
Go Green Campus	Campus declared Plastic free to adorn green tag by planting Saplings to create an aesthetically alluring ambience

** Attach the Academic Calendar of the year as Annexure ii.*

2.15 Whether the AQAR was placed in statutory body Yes ✓ ☒ No ☐

Management ☐ Syndicate ☐ Any other body ☒

**Administrative and Academic council*

Provide the details of the action taken

- Feedback was collected from the students and the appropriate suggestions were placed before the Board of Studies for necessary action.
- Association meetings were conducted by organising experts from various fields to encourage and motivate to take up research projects and higher studies.
- Ward Meeting system is adopted either one to one or in a group to discuss freely any of their problems.

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 2017-18	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	3	1	-	-
PG	14	2	-	-
UG	14	1	-	-
PG Diploma	NIL	-	-	-
Advanced Diploma	NIL	-	-	-
Diploma	1	-	-	-
Certificate	1	-	-	-
Others (M. Phil)	6	2	-	-
Total	39	6	-	-
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

- CBCS
- Core Papers
- Elective Options
- Skill based Electives
- Non-Major Electives

(ii) Pattern of programmes:

Pattern	CBCS
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 iii*

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

- The members of the Board of Studies in each department meet once in a year to review the existing syllabus and recommend suggestions for improving and updating in order to meet the current trends in the subject.
- To increase the employability of students and to acquaint with advance concepts in the subject many subject papers were updated and many new subjects were introduced such as Air Fares and Ticketing, International Relations.
- In accordance with TANSCHER recommendation, Content and Language Integrated Learning (CLIL) is implemented in PART II English for the I year students admitted from the year 2017-18.
- Value Education, Environmental Studies, General Knowledge, Sports, NSS, NCC and Extension activity evaluation is given as PART IV for all UG.
- Non Major Courses have been introduced to all PG Courses.

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

New courses has been introduced during 2017-18
UG - BBA , PG – M.Sc. Computer Science, Chemistry
M.Phil – Tamil, Ph.D.-Tamil – Tamil department has been upgraded as Research centre.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
161	107	54	NIL	

2.2 No. of permanent faculty with Ph.D.

100

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

Sri Meenakshi Government Arts College for Women is a Government institution. So the recruitment and appointment of Assistant Professors are done by the Teacher Recruitment Board of the Government of Tamil Nadu.

2.4 No. of Guest and Visiting faculty and Temporary faculty

NIL

NIL

40

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	63	35	15
Presented papers	60	18	5
Resource Persons	9	3	-

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

- All the departments were provided with Smart Board to make the teaching process more effective and efficient.
- Field training, internships and academic oriented extensive activity were carried out to have practical knowledge, social responsibility and accountability.
- The Department of Geography uses models, satellite imageries, GPS and aerial photographs for imparting effective lecture with practical applications.
- The department of English adopts various innovative teaching and learning methods such as CALL (Computer Assisted Language Learning), multi media assisted language lab sessions, digital game based learning, interactive fiction E. tools and self based learning activities.

- Virtual Dissections, tools in bioinformatics, incorporation of PPT and internet are the different strategies adopted by the department of Zoology.
- Computer aided teaching methods, EDU-SAT programmes, field trips, Assignments, Seminars, Group Discussions, Role Playing, Projects, Internships, Educational Tours, Quiz Programmes, Industry Visits, Management Games, Audio & Video Tools, Real Life Situations, Case Studies, Brain Storming sessions, Team work setting and Use of language Laboratories, etc
- INFLIB Net online referencing, teaching novels and plays through movies.

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, and Online Multiple Choice Questions)

- Progress of students monitored in a systematic manner.
- Student image is printed in the consolidated mark sheet.
- Bar code printing and void pantograph is printed in the consolidated mark sheet.
- Results are declared within one month of examination.
- The feedback system is followed to review the question paper setting for end semester examinations.

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

All the faculty members are involved in curriculum restructuring and syllabi revision. Feedback from the course teachers, alumni proceeding higher studies in other institutions and interaction with subject experts from other colleges help incorporating current trends in various subjects.

Curriculum Development Committee is formed by all HODs and next senior member of the Departments.

2.10 Average percentage of attendance of students

>90%

2.11 Course/Programme wise distribution of pass percentage(2017-18) :

TITLE OF THE PROGRAMME	TOTAL NO. OF STUDENTS APPEARED	DIVISION				
		DISTINCTION	I%	II%	III%	PASS%
B.A HISTORY	102	-	5.68	79.55	14.77	86.27
BBE ECONOMICS	111	-	10.48	80.95	8.57	94.59
B.A. COMMUNICATIVE ENGLISH	56	-	30.36	66.07	3.57	100.00
BA ENGLISH – II SHIFT	49	-	02.17	82.61	15.22	93.88
BA TAMIL	53	-	54.35	43.48	2.17	86.79
BA TAMIL II SHIFT	49	-	22.22	77.78	0.00	91.84
B COM	56	-	80.00	20.00	0.00	98.21
BCOM II SHIFT	54	-	94.34	05.66	0.00	98.15
BSC MATHEMATICS	75	-	97.18	2.82	0.00	94.67
BSC MATHEMATICS II SHIFT	36	-	88.57	11.43	0.00	97.22
BSC PHYSICS	54	-	98.15	1.85	0.00	100.00
BSC CHEMISTRY	65	-	77.59	22.41	0.00	89.23
BSC ZOOLOGY	61	-	91.67	8.33	0.00	98.36
BSC GEOGRAPHY	70	-	25.00	63.33	11.67	85.71
BSC HOME SCIENCE	28	-	92.59	7.44	0.00	96.43
BSC COMPUTER SCIENCE	24	-	100.00	0.00	0.00	100.00
BSC COMPUTER SCIENCE II SHIFT	23	-	100.00	0.00	0.00	91.30

BSC BOTANY	33	-	65.52	34.48	0.00	87.88
MA HISTORY	22	-	60	40	-	90.91
MA ECONOMICS	27	-	53	47	-	70.37
MA ENGLISH	24	-	83	17	-	95.83
MA TAMIL	18	-	100	0.00	-	83.33
MCOM	19	-	94	06	-	89.47
MSC MATHEMATICS	27	-	100	0.00	-	96.30
MSC PHYSICS	19	-	100	0.00	-	89.47
MSC ZOOLOGY	18	-	100	0.00	-	72.22
MSC GEOGRAPHY	11	-	82	18	-	100.00
MSC BOTANY	13	-	100	0.00	-	100.00
MBA	16	-	69	31	-	81.25
MCA	11	-	100	0.00	-	81.82
MCA(LATERAL ENTRY)	5	-	100	0.00		100.00
MPHIL History	6	-	100.00	0.00	0.00	100.00
MPHIL Economics	3	-	100.00	0.00	0.00	100.00
MPHIL English	11	-	100.00	0.00	0.00	100.00
MPHIL Management	2	-	100.00	0.00	0.00	100.00

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

- Seminars and workshops were conducted for the faculty on teaching methodologies and recent issues in higher education.
- The college encourages research publications, paper presentation, participation in seminars/workshops/conferences at various levels and motivates the faculty members to initiate minor and major projects.
- IQAC analyses the feedback given by the students on teacher quality, teaching methods and provides suggestions for improvements.
- The departments are motivated to design skill based and value added courses.

2.13 Initiatives undertaken towards faculty development 2017-18

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	42
UGC – Faculty Improvement Programme	09
HRD programmes	01
Orientation programmes	19
Faculty exchange programme	-
Staff training conducted by the university	13
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	05
Others	-

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	55	22	-	-
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- Teachers are encouraged to participate in research activities, to take up research projects and to publish research articles.
- They are initiated to conduct workshops and conferences to promote to pursue research. The college encourages faculty members to do their research by availing faculty improvement programmes.
- The research department are conducting seminars and workshops on research methodology and techniques of research to expose the post graduate students and research fellows to undertake research projects.
- Pre doctoral viva voce examinations are conducted within the college to help the research fellows about the procedures of research.

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	-	1	-	-
Outlay in Rs. Lakhs	-	2,30,000	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	67	22	3
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	67	22	-

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	2017-18	UGC	230000	230000
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	2017-18	UGC	110000	110000
Total		-	340000	340000

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	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

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	-
	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	2	-	-	-

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

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	17	
NCC	5	NSS	25	Any other -

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

- Efforts are made by various departments to sensitize the students about their social responsibility and commitment through various outreach programmes. The awareness camp like voters, rights, prevention of drug abuse, gender equality, prevention of dropouts from school education, blood donation camp, Vaigai River cleaning, tree plantation has been organised to develop experimental learning.
- Some of the departments have organised extension programmes for primary and secondary school students to train them in the basics of their subjects.
- To encourage the efforts of self-help groups, exhibitions are organised to sensitize the students about women empowerment.
- The curriculum is planned in such a way to inculcate values, attitudes and behaviour to make them a most responsible citizen.

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	16.54 acres	-	-	16.54 acres
Class rooms	74	-	-	74
Laboratories	20	-	-	20
Seminar Halls	1	-	-	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

College Office: The college office administration and accounts is fully computerised. All the information, orders, queries are communicated to the Government and Directorate of Collegiate Education through e-mail. Admission process like preparation of list of applicants and selection of candidates are computerised. The student transport pass are prepared in digital format and processed to public transport office. Transfer certificates generation is automated. Scholarship and payroll has been automated.

Controller of Examination: The Office of the Controller of Examinations is well equipped with computer system. It provides information and publication of results through its website. All the details regarding internal and external marks are processed through computers.

Library: library has been automated and all the functions of library are carried through library information system. College Library is automated with bar codes and Dewey Decimal Classification method. Library is a member of INFLIBNET –NLIST. Uploaded all staff and student details in National Digital Library Website and can access more than 1,53,00,000 books. All the books in the library are digitalised.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	47032		246	1,00,000	47278	
Reference Books	4779		50	-	4829	
e-Books	80000		3135000	-	3135000	
Journals	54		67	-	67	
e-Journals	6000		6000	5900	6000	
Digital Database	NIL		-	-		
CD & Video	82	6279	199	14,000	199	
Others (specify)	NIL		Membership with NDL (National Digital Library) 17607617 e-resources accessible			

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	200	4	17	NIL	1	5	154	-
Added	1	1	1	NIL	-	1	-	-
Total	201	5	18	NIL	1	6	154	-

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

- The Computer Literacy programme run by the Government of Tamil Nadu inside the college campus, conduct regular classes. The CLP centre has nearly 70 computers with the separate internet connections. Every year the Government of Tamil Nadu conducts examination and certificates are issued regularly.
- Many departments are conducting Elective and Skilled Base Papers for the arts students to train them in computer and networking skills.
- All the research scholars are encouraged and trained with statistical packages.
- Most of the students are given laptops under the scheme of free laptop to school students by the Government of Tamil Nadu.
- Inflibnet facilities are provided to all the faculty members.

4.6 Amount spent on maintenance in lakhs :

i) ICT	-
ii) Campus Infrastructure and facilities	38 Lakhs
iii) Equipments	2.3 Lakhs
iv) Others	7.71 Lakhs
Total :	48,00,000

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Creates awareness among the students about the various scholarship schemes and other welfare schemes.
- Coordinates the college and the officials of the public transport officers in providing free bus pass facilities to the students in time.
- Bring together the officials of the bank and students in opening bank accounts for all students and remittance of their fees through banks. 100 percent of the students are having bank account and all their scholarship transactions done through only banks.
- Creates awareness on Environmental issues, Health issues, Gender issues.

5.2 Efforts made by the institution for tracking the progression

- Personal guidance on both curriculum and personal is made available to the students through ward system. Each class has a mentor whom the students can meet for personal and academic counselling. Each student meets her tutor twice in a month to know the student personally regarding academic performance, personal problems, future decisions and any other matters where the student guidance. Each class has a register in which the personal details of the students are registered. This would help the student to select their elective subjects, higher degree courses

5.3 (a) Total Number of students

UG	PG	Ph. D.	M.Phil.
3686	604	6	24

(b) No. of students outside the state

-

(c) No. of international students

NIL

	No	%
Men	NIL	0

	No	%
Women	4320	100

Last Year(2016-17)						This Year(2017-18)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
239	951	28	2879	32	4097	14	1049	21	3236	28	4320

Demand ratio – 2:1

Dropout % UG – 2

PG- 1

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

- A Civil Service Preliminary Examination Coaching Centre is functioning in the college with the support of the Government of Tamil Nadu and the centre has a well equipped library and experts if different disciplines are arranged for taking classes.
- All departments have planned and designed their PG syllabus in such a way that helps the students to prepare for lectureship and fellow ship examination.
- Many of the Skill Based Elective papers are designed to train the students to attend objective type examination pattern.
- To update the current awareness and the general knowledge among the UG students a common GK paper is given as a mandatory paper in the V semester.

No. of students beneficiaries

All UG & PG

5.5 No. of students qualified in these examinations

NET	-	SET/SLET	2	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	0	UPSC	-	Others	-

5.6 Details of student counselling and career guidance

- Celebrated Skill India Week during 10.7.17 to 15.7.17.
- Awareness programme for final year UG students on Skill Training courses and job opportunities in different sector was conducted by Tamilnadu Skill Development corporation on 12.7.17.
- An essay competition was conducted on 12.7.17 under the theme of “Skill for a better future”.
- Awareness programme on job opportunities conducted by National Institute of Banking on 19.1.18.
- Provided Soft Skill training to 10 Faculty members and they trained 500 final year students under the scheme of TANSCH on 30.1.2018 and 31.1.2018.
- Soft skill training programme conducted by Sona Yokti Private Limited on 31.1.18.
- State level conference was organized by Career Guidance Cell and Seven Global Convention on 28.8.18 for Engineering and Arts and Science college students. MBA student A.Aparna Devi of our college secured second place in paper presentation.

No. of students benefitted

500

5.7 Details of campus placement (2017-18)

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	90

5.8 Details of gender sensitization programmes

- Self defence training was provided to students by EKTA on 5.12.17.
- Special lecture on “Positive Mental Health” by Dr. C.Ramasubramanian a renowned psychiatrist of the city.
- Peer counselling training programme organised.
- A programme on mental health organised for week especially for the hostel students.

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 (2017-18)

	Number of students	Amount
Financial support from institution(CSS)	131	41,265
Financial support from government SC & ST Scholarship	957	64,64,130
Financial support from government SC & ST special higher studies scholarship	202	15,24,500
Financial support from government OBC scholarship		
Financial support from government Tamil Medium Stipend	931	3,72,400
Financial support from other sources	9	97000
Number of students who received International/ National recognitions	-	-

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:

- Major student grievances redressed are family issues, suicidal intention, issues related to cyber s\crime, emotional imbalance by the student counselling cell.

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 students to mould themselves for an effective, efficient and proactive contribution to the country.
- To turn each student into an able and responsible citizen with good values for building a strong nation.
- To facilitate the young women from all the strata of society by enabling them to pursue learning process to liberate, transform and empower them in the society.

6.2 Does the Institution has a management Information System

- Each department is provided with computers and all the communications and details are presented only in computer printouts.
- All the details about the department, academic activities and data base of students are prepared by the respective department

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

6.3.1 Curriculum Development

- Periodical revision of syllabus by the board of studies.
- An assessment of the current syllabus is done through the feedback system from the students, alumni, faculty members, members of the academic council and experts.
- The college follows the guidelines for curriculum development and restructuring set down by the Ugc, TANSCH and the Madurai Kamaraj University

6.3.2 Teaching and Learning

Active learner participation, peer reviews, learner's feedback, regular monitoring of student progression and communicating the outcome for improving development strategies are practiced for the holistic development of the students.

6.3.3 Examination and Evaluation

- Evaluation through two internal tests and one model examination before the end semester examinations.
- Supplementary examination for the final year student, transparency and revaluation help the students.

6.3.4 Research and Development

- A Research Forum is launched by the Department of English to develop the research acumen of the budding scholars.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Total area of the library is 3500sq.ft and the total seating capacity is 150 students at a time.
- It has a air-conditioned reading room.
- Every department has computer, Xerox machines, public address system, water purifiers, CCTV, LCD and smart board facilities are provided for all the departments and the college. That has enabled quality of teaching and communication.

6.3.6 Human Resource Management

- Steps are taken to fill all existing and non-teaching vacancies
- In case of delay in the appointment by the government, the College administration hires the services of guest lecturers and technically qualified persons.

6.3.7 Faculty and Staff recruitment

- Faculty and administrative staff recruitment is under the preview 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

- The collaboration of certain department with the local organisations helped the students to train their professional skills and employability.

6.3.9 Admission of Students

- The received application of forms is computerised on the basis of merit by the faculty members. The admission process is carried transparently through open counselling system, which ensures equal opportunity to all the applicants.
- MCA and MBA candidates are selected through Tamil Nadu Common Entrance Test (TANCET)
- For M.Phil Courses entrance exam is conducted and admissions are given on the basis of merit.

6.4 Welfare Schemes for

Teaching	As provided by the Tamil Nadu state government
Non teaching	As provided by the Tamil Nadu state 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	
Administrative	Yes	Directorate of Collegiate Education	Yes	Office

6.8 Does the University/ Autonomous College declare 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?

- Progress of students monitored in a systematic manner.
- Student image is printed in the consolidated mark sheet.
- Bar code printing and void pantograph is printed in the consolidated mark sheet.
- Results are declared within one month of examination.
- Online publication of examination results.
- The feedback system is followed to review the question paper setting for end semester examination .

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

- The College Development Council of the university offers expertise to promote and protect the autonomy status of the college.
- The nominees for the various boards of studies and statutory committees are facilitated.
- The affiliation of various new courses started is approved and necessary guidance is provided.

6.11 Activities and support from the Alumni Association

- The general body meeting of the alumni association is conducted annually.
- The board of studies of each department has a successful alumnus to register their opinion and evaluation of the syllabus.
- Since the 2014-15 is golden jubilee year for the college, many programmes, and events has been organised and eminent alumni are invited for guest lecture.
- The Association is registered under Tamil Nadu Government Societies' Act in 2015.

6.12 Activities and support from the Parent – Teacher Association

- Parent-Teacher Meeting is conducted once in a year.
- Parents are invited to give their feedback on various aspects of the development of students both in academic and infrastructure facilities.
- Separate parents meeting is conducted to know the views of the parents of hostel students who are residing in hostel from remote villages of the state.

6.13 Development programmes for support staff

- All the support staff can avail the facilities of co-operative stores and gymnasium.
- The office administrative staff is given training in computer and networking.

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

- Red and green dustbins are placed in different parts of the campus to inculcate awareness among the students and staff to separate degradable and non-degradable waste.
- Plastic cups and bags are banned in the canteen functioning within the campus.
- Programmes on tree plantations and conservation of biodiversity are organised.

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.

- Promoting research climate in the institution.
- Efforts taken to expose the students about the job opportunities.
- Smart Board teaching technique and field training
- An hour has been extended to conduct ward meeting by the tutors with their wards.
- Revamped the syllabus for the academic year 2018.
- SWACHHTA PAKHWADA – a fortnight of cleaning activities, awareness on cleanliness were conducted on and off the campus in accordance to the communication received from Ministry of Human Resources Development.
- Non major elective papers are introduced at the post graduate level, integrating several academic schools of thought along with their specific perspectives.
- Effective feedback mechanism helps the faculty and students perform to the best of their abilities.
- The college offers TANSCHÉ sponsored soft skills and industry awareness training programme to the final year UG and PG students , enabling employability..
- TANSCHÉ recommended content and language Integrated learning, a dual focused educational approach is followed in teaching the second language English, and it is incorporate in the curriculum of the I and II UG programme.
- ICT enabled teaching-learning approach has been introduced through audio-video multimedia tools.
- Remedial classes are conducted for academically low achievers.
- Encourage the students to actively participate in management games.
- Idea generation competitions are regularly conducted to tap the creative resources of the students.
- With the help of social activists and police force, students are given the needed counselling through expert counsellors and peer counsellors ; counselling cell track the behavioural problems of the students and offers mentoring services to the students.
- Anti- Narcotic awareness created among the students; Anti- Narcotic committee regularly sensitive the students towards the abuse of drugs.

- Close monitoring of the usage of plastics in the college and the college is declared as 'plastic free zone'.
- Disaster management committee has been formed and students are enlightened to reduce their vulnerability to disasters and strengthen their capacity to resist them.
- Yoga and meditation classes are offered ensuring mental and physical health of the students and teachers.
- Gender and legal justice awareness programmes are organized and students are educated on gender issues, cybercrimes etc. Self defence training is also given to all the students equipping them to face the challenges in the society.
- TN Government rural livelihood movement, Madurai and Meenakshi college organized college Bazaar promoting the sales of self-help groups.
- Facilitated the students to enroll their names in the voters list by conducting government camp in the college premises.

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

- To promote education among women students, the college council took efforts to get permission to increase the seats in all UG Degree programmes.
- Special Committees have been constituted to carry out the objectives framed by the IQAC at the beginning of the academic year.
- NIRF Rank 58 is obtained from MHRD.
- Smart class rooms are enabled with ICT services
- E-library resources facility through INFLIBNET N - LIST is created.
- Sports personnel and cultural team members won medals and awards.
- The college has initiated various action on issues related to infrastructure, academic and research.
- Remedial classes were conducted to help the slow learners improve their academic performance .
- New Block and Lab is completed in RUSA Fund.
- Proposals are prepared for the new UG and PG programmes.

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

College focuses on 'Total Quality Education' which aims at employability and social responsibility.

- TANSCHER recommended Content & Language Integrated Learning (CLIL), a dual focused educational approach is followed in teaching the second language English, and it is incorporated in the curriculum of the I & II UG programme.
- Soft skill training is provided to 10 Faculty members by ICT and they trained 500 final year students.

7.4 Contribution to environmental awareness / protection

- An awareness programme for the conservation sparrows, preparation of feeders and nests for birds and tree dwellers, since the campus has lot variety of birds, squirrels and pigeons.
- Studied the behaviour of Grey Heron, a migratory bird which had habitat near the Department of Zoology.
- Campaigns and rallies on tree plantations, river cleaning programme, rain water harvesting has been conducted towards environmental protection.
- Integrated environmental education in the curriculum.
- Campus declared Plastic free to adorn green tag by planting Saplings to create an aesthetically alluring ambience .

7.5 Whether environmental audit was conducted? Yes ☒ No ☐

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

STRENGTHS	WEAKNESS
<ul style="list-style-type: none">• Strong commitment to social justice, women empowerment and service to rural students• Holistic educational development• College located at the heart of the city• Good road transport facilities• Well maintained facilities and infrastructure facilities• All the Government welfare schemes are effectively executed	<ul style="list-style-type: none">• Slow progress in placement opportunities• Delay in filling up the vacancies of support staff• Stumpy effort in creating collaborations and linkages


<ul style="list-style-type: none"> • Caters to the needs of women students of the nearby and distant rural areas of the state • Grade I college of the Government of Tamil Nadu • Well maintained and disciplined UG and PG hostel facilities • Broad based curriculum with emphasis both on knowledge and skill development • All types of scholarship are provided to marginalised and economically poor students • Highly qualified and committed faculty • Offers opportunities for students to develop and enhance their creativity and talent • Excellent library and laboratory facilities • Good reputation among the government colleges and the state level. • Well structured tutor-ward system • Admirable NSS, NCC and Sports units. • Most of the students are first generation graduates. 	
<p>OPPORTUNITIES</p> <ul style="list-style-type: none"> • Possibility to create more research facilities • Possibility to Increase networking facilities • Opportunity to improve collaborations with industries and placement agencies. 	<p>CHALLENGES</p> <ul style="list-style-type: none"> • Delay in filling up of vacancies • Difficulty in getting the co-operation of parents in certain rules and regulations

8. Plans of institution for next year

<ul style="list-style-type: none"> • Set up e-content preparation centre, SWAYAM, NPTEL, MOOC online courses. • Entrepreneur skill development centre. • Offer job oriented certificate courses. • Take efforts for Examination reforms. • Conduct ICT oriented teaching learning process. • Construct more class rooms, laboratory and Hostel.

- Online fee Collection.
- Ensure staff members to present papers in the peer reviewed Journals with high impact factor.
- Encourage students to crack down NET/SET examinations
- Provide a design for Automated Office Information System
- Organise events to interface between the college and society with particular focus on school students
- Introduce Research Center in all disciplines.
- To achieve 100% Placement for the Final year students.
- Adopt a village as part of extension programme.

Name Dr. G.SUJATHA



Dr. G. SUJATHA, M.C.A., M.Phil., Ph.D.,
Associate Professor in Computer Science
Sri Meenakshi Govt. Arts College for
Women (A), Madurai-625 002

Signature of the Coordinator, IQAC

Name Dr. S.VANATHI



PRINCIPAL
Sri Meenakshi Govt. Arts College for
Women (Autonomous)
Madurai- 625 002

Signature of the Chairperson,

Annexure i**ACADEMIC CALENDER 2017-18**

Date	Details
05-09-17	Payment of Odd Semester Examination fees begins
26-09-17	Last Date for Payment of Odd Semester Examination fees without fine
03-10-17	Last Date for Payment of Odd Semester Examination fees with fine and submission of Examination application forms
11-10-17	Commencement of Model Examinations
23-10-17	End of Model Examinations
27-10-17	Last Date for Submission of Internal Assessment Marks
09-11-17	Commencement of End Semester Examinations
10-11-17	Commencement of Valuation
22-12-17	Publication of Odd Semester Results
23-01-18	Payment of Even Semester Examination fees begins
18-02-18	Last Date for Payment of Even Semester Examination fees without fine
27-02-18	Last Date for Payment of Even Semester Examination fees with fine
01-03-18	Commencement of Practical Examinations
19-03-18	Commencement of Model Examinations
03-04-18	End of Model Examinations
06-04-18	Last Date for Submission of Internal Assessment Marks
18-04-18	Commencement of End Semester Examinations
19-04-18	Commencement of valuation
11-05-18	Completion of Semester Examinations
31-05-18	Publication of Even Semester Results

Annexure ii

Best Practice I:

1. **Title:** Content & Language Integrated Learning (CLIL)
2. **Goal:** To incorporate a dual focused educational approach in teaching the second language English.
3. **The Context:** Content and language integrated learning (*CLIL*) is an approach for learning content through an additional language (foreign or second), thus teaching both the subject and the language. It can provide effective opportunities for pupils to use their new language skills now, rather than learn them now for use later. It opens doors on languages for a broader range of learners, nurturing self-confidence in young learners and those who have not responded well to formal language instruction in general education. It provides exposure to the language without requiring extra time in the curriculum, which can be of particular interest in vocational settings." This approach involves learning subjects such as history, geography, managerial skills/concepts or others, through an additional language. It can be very successful in enhancing the learning of languages and other subjects, and helping children develop a positive attitude towards themselves as language learners.
4. **The Practice:** A successful CLIL lesson should combine elements of the following: **Content** - Progression in knowledge, skills and understanding related to specific elements of a defined curriculum, **Communication** - Using language to learn whilst learning to use language, **Cognition** - Developing thinking skills which link concept formation (abstract and concrete), understanding and language, **Culture** - Exposure to alternative perspectives and shared understandings, which deepen awareness of otherness and self. In accordance with TANSCHÉ recommendation, Content and Language Integrated Learning (CLIL) is implemented in PART II English for the I year students admitted from the year 2017-18.
5. **Evidence of Success:** The language teacher is also the subject teacher, or that the subject teacher is also able to exploit opportunities for developing language skills. This is the essence of the CLIL teacher training issue. Wards get an awareness of Language at service of subject competences, language skills developed and applied in a meaningful context, Broadening of general vocabulary and

deepening of specialist vocabulary ,Allows for communication in teaching Development of both teachers and learners and helps to develop up to date skills, the potential to improve economic conditions.

6. **Problems encountered and resource:** High intellectual involvement during CLIL classes , Time needed for acquisition of key vocabulary, Extra work load and challenges for students, Limited range of resources and difficulty in selecting suitable content, Unsatisfactory language level of subject teachers, Unsatisfactory level of content knowledge of language teachers, Assessing content and language at the same time, Learners can be inaccurate when communicating content in the L2.

Best Practice II:

1. **Title:** Soft skill training to Faculty members by ICT.
2. **Goal :** Training through learning , 10 faculty learnt and 500 students trained.
3. **The Context:** A teacher is a role model who enlightens the path of student's life so that the tough walks of life become easier. The role of teacher is often formal and ongoing, carried out at a school or other place of formal education. Life of a teacher is full of challenges and challenges are never ending. To survive in such a competitive world has become difficult as a teacher deals with number of students every day, whose ultimately development depends on him/her only. According to Wikipedia, "Soft Skills are behavioural competencies which include proficiencies such as communication skills, conflict resolution and negotiation, personal effectiveness, creative problem solving, strategic thinking, team building, influencing and selling skills."
4. **The Practice:** Trainers Trained Teachers for soft skill and trained ten teachers intern trained 500 students. Soft skills' training is essential because it is not a part of their academic curricula. Therefore, corporate houses as well as other organizations are taking up the task of grooming teachers who are the link between the students and the external world, so that they are able to present themselves better and prosper in their individual career.
5. **Evidence of Success:** Soft skills help in fulfilling the important role of shaping the individual personality. It carries high level of importance in the life of all the people. It is very essential that besides raising awareness regarding the importance

of various skills including soft skills and encouraging students to improve their skills, teacher should actively practice various soft skills because life of a student depends on the way the teacher behaves, teaches, and handle the student. When student is in college his/her last few years of teaching are very important. In these last year of education, whatever they have learnt will going to help them in the coming professional life. When the student is exposed to campus interview, majority of them are rejected due to lack of soft skills although they might be topper in their class or institute. Here the role of management institute is very big. Grooming the personality of a student plays a very important role. Soft skills are essential part of personality. But the problem arises that soft skills do not come under any formal curriculum. So here the role of management teacher becomes very important. Since a student in a management institute is at a mature student, a teacher need to handle them efficiently with good leadership, motivational and communication skills. His/her attitude must be positive and problem solving. Ideas must be creative and original. Thoughts must be strategic. A teacher must know how to manage conflict and how to work in a team. There is no doubt that a behind a success of a teacher there are efforts of a teacher.

6. **Problems encountered and resource:** Tight and heavy curriculum activities, limited time and financial resources are some of the hindrances in carrying out the activities.

Annexure iii

Feedback System

Feedback aims at improvement of the curriculum, teaching and learning methods, infrastructural facilities, support system, scope for higher studies, placements of the institution. The grievances and suggestions from the students are given consideration and possible relevant modifications in the curriculum are implemented with the approval of the Board of studies. The IQAC organises the system of getting from the students by framing a feedback format, monitoring the process of getting feedback with the help of the members of the IQAC. The department faculty is not directly connected with the process of getting feedback. The experts, resource persons, nominees of various committees, participants of various seminars are asked to submit their feedback and the suggestions are discussed and implemented if the recommendations are worth for the efficient functioning of the institution.