



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	GOVT. ARTS COLLEGE FOR WOMEN(AUTONOMOUS), PUDUKKOTTAI
Name of the head of the Institution	Dr.B.BUVANESWARI
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04322222202
Mobile no.	8838594927
Registered Email	buvana2829@gmail.com
Alternate Email	gacwpdkt@yahoo.co.in
Address	Sathyamoorthyroad, Pudukkottai
City/Town	Pudukkottai
State/UT	Tamil Nadu
Pincode	622001

2. Institutional Status					
Autonomous Status (Provide date of Conformant of Autonomous Status)		07-Oct-2004			
Type of Institution		Women			
Location		Semi-urban			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Dr.K.RenukaDevi			
Phone no/Alternate Phone no.		04322222202			
Mobile no.		8248470393			
Registered Email		dk.renuka93@gmail.com			
Alternate Email		gnanajothi001@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://www.gacwpdkt.ac.in			
4. Whether Academic Calendar prepared during the year		No			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
3	B++	2.76	2017	12-Sep-2017	11-Sep-2022
6. Date of Establishment of IQAC			14-Dec-2004		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC		Date & Duration		Number of participants/ beneficiaries	
No Data Entered/Not Applicable!!!					
No Files Uploaded !!!					

8. Provide the list of Special Status conferred by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Autonomous Extension Visit

AISHE data uploaded

NIRF data uploaded

Collection of Feedback from stakeholders

Conduct of External Academic Audit

[View File](#)

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Tutor Ward Meeting	Ward Meeting is organized thrice in a semester.

To coach students for UPSC / TNPSC Examinations	Civil Services Free Coaching classes were conducted by the Placement cell in association with District Employment Office, Pudukkottai
To conduct External Academic Audit	External academic audit was conducted with external members
To obtain Autonomous extension	Autonomous extension committee visited and extension received
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	07-Feb-2019
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
No Data Entered/Not Applicable !!!			
No file uploaded.			

1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
No Data Entered/Not Applicable !!!				
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Value Education	13/06/2018	1023
Computer Literacy Programme	04/10/2018	1003
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MSc	Computer Science	29
BA	Tourism & Travel Management	36
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>Feedbacks were obtained from various stakeholders in offline mode. Questionnaires were prepared by IQAC. Parameters used to obtain the feedback are Course Content, Teaching-Learning, Facilities for Learning, Application of Learning and Employability opportunities. 4 Point scale is used to rate the responses. The IQAC committee after having an elaborate discussion on the feedback with Alumni, Parents and the students noticed that the curriculum was good. Coaching classes for competitive exams conducted under the collaboration with the Pudukkottai District Employment Office and Bharathidasan University, Trichy was appreciated by the stakeholders. We need to improve the infrastructure in the classrooms. We have taken the necessary steps and the proper proposal has been sent by the PWD department. Students suggested buying more journals and magazines. The students felt the need for more placement opportunities in the coming year. We consider the feedback and valuable suggestions and take necessary steps for the welfare of the students.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MA	Tamil	36	40	27
MA	English	36	80	31
MA	History	36	57	32
MA	Economics	24	41	24
MCom	Commerce	36	45	36
MSc	Mathematics	35	169	35
MSc	Physics	24	127	24
MSc	Chemistry	24	74	22
MSc	Computer Science	30	79	30
MSc	Zoology	24	35	22

[View File](#)

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1094	283	11	0	114

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
125	36	10	1	2	40

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Students Mentoring system has been implemented in our College where class wise students were mentored by the respective tutor who was counseling, guiding and making efforts to improve students academics well as nonacademic performance and in turn, parents were informed regarding the student's progress. The mentoring system of our College ensure that the students adapt to the dynamic learning environment and lead their ways into highly successful careers. Student Mentoring system is followed in all departments of our College. The following are the activities of the Students Mentoring System in our institution:

- Mentors are assigned to monitor and guide wards all through the year.
- Mentors coordinate with the parents regarding the progress of the students.
- Advise students in their career development / Professional guidance.
- Discuss with the student individually and supports them in all the possible ways to enrich their academic performance.
- Check on the attendance of the student and the marks obtained in the internal and Autonomous examination.
- The mentor is responsible to provide counseling to the student and provide guidance regarding the person and academic issues of the student.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3722	125	1 : 30

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
150	125	25	0	58

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MA	All PG Programmes	Even sem 2018-19	06/05/2019	03/06/2019
BSc	All UG Programmes	Even sem 2018-19	06/05/2019	03/06/2019
MA	All PG Programmes	Odd sem 2018-19	11/12/2018	03/01/2019
BA	All UG Programmes	Odd Sem 2018-19	10/12/2018	03/01/2019

[View File](#)

2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
0	3722	0

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the	Number of students passed in final year	Pass Percentage
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			final year examination	examination	
UTL	BA	Tamil	59	59	100
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://www.gacwpdkt.ac.in/feedback-student-2018.php>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

No
No file uploaded.

3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
National	Nil	Nil	Nill	Nil
No file uploaded.				

3.2 – Resource Mobilization for Research

3.2.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	366	TANSCHÉ	100000	Nill
Minor Projects	731	TANSCHÉ	405000	Nill
Minor Projects	Nill	UGC	141000	Nill
No file uploaded.				

3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

0.016

3.3 – Innovation Ecosystem

3.3.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		
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3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
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Nil	Nil	Nil	Nil	Nil
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3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nil
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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
English	1
Maths	1

3.4.2 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Tamil	4	Nil
National	English	2	Nil
National	History	10	Nil
National	Physics	1	5.8
International	English	3	Nil
International	Commerce	2	5.8
International	Mathematics	8	Nil
International	Physics	9	4.9
International	Computer Science	6	Nil
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3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Mathematics	3
No file uploaded.	

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
	Tmt.C.Ma	Semmozhi	2018	Nil	Nil	Nil

Thirugnana Sambanthar Padalkalum Agathinai Kotpadugalum	nimegalai	Tamil Aaivu Idhazh			
View File					

3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	11	34	3	14
Presented papers	3	14	1	0
Resource persons	0	0	21	2
View File				

3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.6 – Extension Activities

3.6.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Independence day Parade(15.08.18)	National Service Scheme	3	50
View File			

3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies

during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NSS	Nill	Plastic Pollution Awareness Rally	3	300
NSS	Nill	Aids Awareness Rally	3	300
No file uploaded.				

3.7 – Collaborations

3.7.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
2.39	2.39

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Nil	Nil	Nil	2021

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	138	77	0	0	35	5	21	0	0
Added	50	50	0	0	0	0	0	0	0
Total	188	127	0	0	35	5	21	0	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

No Data Entered/Not Applicable !!!

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities

2.39

2.39

26

26

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)

Construction, maintenance and repairing of academic buildings, library, classrooms, electrical appliances and other physical infrastructure of our College is done by the PWD (Civil) PWD (Electrical), Government of Tamil Nadu. Principal, intimates the construction, maintenance and repairing related requirements, as and when required, to the respective PWD, Government of Tamil Nadu. 2. The college receives grant from the Higher Education Department, Government of Tamil Nadu under Plan Head and Non-Plan Head. Plan Head mentions the assigned budget for procurement of different items which include chemicals and glassware, sports items, books journals, equipment and contingency. Under Non-Plan Head, maintenance and security of physical infrastructure is also done, such as telephone services, office expenses, travelling allowances etc. 3. While purchasing an equipment from any fund, it is always ensured that the installation charges and maintenance charges (within warranty period) are provided by the company, which delivers the equipment. 4. Portion of the fund received under RUSA Scheme has been utilized for up gradation and renovation of existing infrastructure.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Student Service League	13	5200
Financial Support from Other Sources			
a) National	SC/BC/MBC Scholarships	3034	7193254
b) International	NA	Nil	Nil
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Skill development through Yoga	18/06/2018	1363	III Year UG students of all departments
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed

2018	UPSC Coaching	80	80	Nil	Nil
2019	UPSC Coaching	80	80	Nil	Nil
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NEW LIFE SERVICES HOSUR, LIC OF INDIA PUDUKKOTTAI	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	34	B.A	Tamil	Govt.Arts College for Women(A), Pudukkottai, H.H.The Rajahs College, Pudukkottai, Govt. College of Education, Pudukkottai	M.A/B.Ed.
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	3
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
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Fine Arts Competitions	Interdepartment	455
Department Association Competitions	Intradepartment	520
Sports day Competitions	Interdepartment	1000
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college has a vibrant Students Council which elects its office bearers every year. The elected body has President, Secretary and Sports Secretary. The students council also have 13 UG Secretaries and 10 PG Secretaries from each department. The student President and Secretary are included in committees like Old Student association, Audio Visual Education, Anti ragging committee etc. They are being encouraged to organize the events with proper guidance of the teachers. Student nominees offer constructive feedback on curriculum in the meetings of the boards of studies of every department. Office bearers and class representatives are entrusted with the task of organising events/celebrations like Freshers day (Welcoming first year students Assembly Inter-departmental Sports competitions Interdepartmental Cultural Teachers' Day Pongal Vizha. Independence day Republic day Sarvodaya day Farewell party for the final year students

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Alumni Association exists in the college, but it is not registered. All outgoing students of UG, PG and M.Phil become members of the association. The alumni association Carries out the following activities every year. • Salary to Support staff (Sweepers, Day Security) • Maintenance of CCTV camera • Honouring Rank holders of each Course during convocation • Organizing Convocation Ceremony

5.4.2 – No. of registered Alumni:

1258

5.4.3 – Alumni contribution during the year (in Rupees) :

417900

5.4.4 – Meetings/activities organized by Alumni Association :

Every year graduation day is conducted by the Alumni Association of our college in a grand manner. Final year Under Graduates, Post Graduates, M.Phil., and Ph.D. Research Scholars are members of this association. 25th Graduation Day was held on 09.03.2019 in our College. Dr.B.Buvaeswari, Principal welcomed the gathering and presented the Graduation Day Report. The Chief Guest

Dr.G.Gobinath Ganapathy Registrar, Bharathidasan University, Trichirappalli delivered the Graduation Day Address and distributed 1087 degrees to all UG, PG and M.Phil graduates. 50th Annual day was held on 2.3.2019. Retired non-teaching staff members Mr.R.Chellappan Bursar, Mr.G.Mohan, Marker and Mr.K.Subramaniyan Chemistry Lab Assistant are honoured by the Alumni association on that day. Staff members who have awarded Ph.D degree - Dr.M.Rahamathunisha, Assistant Professor of Physics Dr.K.Pushpalatha Guest Lecturer in Tamil and Dr.N.Padmavathy, Guest Lecturer in Zoology are honored by the Alumni Association. For the welfare of the students, 5 sweepers and 2 security staff members are appointed from the Alumni association

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Our College administration is participatory in nature and decentralised. The Principal is the academic and administrative head of the College supervises all activities of the College and ensures maintenance of academic discipline of the institution. She is assisted by the College Council which consists of all Head of the Departments. Principal along with faculty members decide about the calendar of events. HODs are accountable for the smooth functioning and completion of syllabus, internal assessments, student seminars, external examination and all other regular academic activities. This facilitates to grow and foster academic leadership among the faculty members. A decentralised functioning mechanism empowers the departments to function with a greater flexibility and at the same time they share the responsibilities. Departmental heads also delegate work to their Colleagues to ensure smooth completion of work in the expected time frame. For the smooth functioning of the institution several committees have been formed and the committee members are authorised to take suitable actions. The college encourages participative management practices by constituting various committees like., Admission Committee, Discipline Committee, IQAC Committee, AntiRagging Cell, Examination Committee, Career guidance and Placement cell. The participative management approach helps the College in planning and implanting various activities of the institution.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	The Admission process is made simple quite transparent. Admission notice is being given in the newspapers. After the last date the forms are scrutinized and Rank lists are prepared. Single window counselling is done for the UG and PG admission under the state government guidelines. For M.Phil courses, merit list is prepared based on the marks obtained in the PG degree and entrance examination
Human Resource Management	Shortage of vacancies in the departments are compensated with the guest lecturers sanctioned by the State

Government. Apart from the guest lecturers, the vacancies are filled with the fund from the support of Parent Teachers Association. Extra care is taken to finish the syllabus in stipulated time.

Library, ICT and Physical Infrastructure / Instrumentation

Physical and infrastructural facilities were appended. Students were given more emphasis on making use of ICT facilities for improving their knowledge Procurement of more equipment, teaching aids and books under State fund. ICT facilities are provided and teachers are encouraged to take e-lectures. Students are also encouraged to give presentations through power point presentations.

Research and Development

Teachers are being encouraged for doing research. Tamil Nadu State Council for Higher Education provides MRP to faculty members with an increased ceiling of allotted money for Arts, Science and Commerce. Motivates faculty members for research publications in peer reviewed journals with high impact factor. Encourages them to present papers in International/National/State Level Seminars, workshops and to act as resource persons. Exhibits the publication of research work of the research scholars in the college library to inspire further research. College explores various funding agencies for sponsoring major / minor projects. Motivates the faculty members and the students to organise various seminars workshops at Institutional / State / National / International levels. Encouraging faculties to act as M.Phil/ Ph.D supervisors.

Examination and Evaluation

Question Papers are set externally by the senior faculty members from outside colleges. Examinations are conducted at the end of each semester. Evaluation of Semester examination Practical examination are being done with the external examiners. The process is very much unbiased transparent. Apart from the external examinations, mid, end and model examinations are conducted for the students for the evaluation of continuous Internal Assessment. Seminars and Assignments are also the components of CIA evaluation.

Teaching and Learning

Interactive teaching is being done in

	all departments. Surprise tests are conducted and assignments are given to keep the students updated. ICT based teaching was emphasised. Use of creative teaching methods
Curriculum Development	Revisions of Syllabus for UG, PG and MPhil Programmes of all the departments are carried out once in every three years through their Boards of Study. It was passed duly in the Academic Council Meeting

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Keeping in view the further expansion of the college, planning for development is done and all the records are kept in each departments.
Administration	The college website provides information regarding the administration of the college
Finance and Accounts	Softwares are installed in order to facilitate Treasury transactions. Service registers of faculties are digitalized. Salary of Teaching and non teaching faculties are credited in the bank account directly.
Student Admission and Support	Admission is done completely on the basis of merit adhering to the guidelines issued by the Department of Higher Education, Government of Tamil Nadu and the parent University (Bharathidasan University). Computerized rank list is prepared and Admission done through Single window counselling
Examination	Theory examinations and practical examinations are conducted as per University norms. Software is available in the Controller of examination for the preparation of hall tickets, Mark Sheets

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Dr.A.Sagaya Sophia	2 days Workshop on Revised NAAC Norms and	Old Student Association	2000

		Procedures		
2018	Dr.Kalaganesan	2 days Workshop on Revised NAAC Norms and Procedures	Old Student Association	2000
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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
UGC Orientation Workshop on Adoption, Promotion and Production MOOCs for SWAYAM Platform	1	31/08/2018	31/08/2018	1
Revised NAAC Norms and Procedures	2	26/10/2018	27/10/2018	2
Short Term Course in Sustainable Development	5	10/12/2018	23/12/2018	14
Refresher Course in Community Resource Management	1	Nil	Nil	Nil
Refresher Course in History	1	08/02/2019	28/02/2019	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching	Non-teaching
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Permanent	Full Time	Permanent	Full Time
Nil	Nil	1	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Health Insurance, Housing Loan, Various loans for Purchasing goods provided by Govt. of Tamil Nadu for the welfare of the employees	Health Insurance, Housing Loan, Various loans for Purchasing goods provided by Govt. of Tamil Nadu for the welfare of the employees	Yearly community Scholarships, Free Bus Pass, Govt. Hostel run by the welfare boards, eligible students getting scholarships based on their parents occupation like Agriculture, Tailoring etc.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

INTERNAL AUDIT: At the end of every financial year all the income and expenses of the college are audited internally by various committees appointed by the Principal **EXTERNAL AUDIT:** The External audit is carried out by a team of senior faculty members from outside the college External Members Dr.S.Nandheeswaran, Head Associate Professor of History, H.H. The Rajahs College (A), Pudukkottai, Dr.G.Vasuki Head and Associate Professor of Physics, Kundavai Natchiyar Govt. Arts College for Women (A), Thanjavur, Dr.M.Hemanalini, Associate Professor of Commerce, Periyar E V R College (A), Trichirappalli visited the departments on 3.08.2018 and audited the reports submitted by the departments.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Magaboob Beevi Prize	10000	Cash award for student toppers in each discipline
View File		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	NA	Yes	Other departments of the College
Administrative	Yes	Hr. Education department	Yes	Committee members form various departments of the College

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

- PTA General Body meeting was conducted.
- Parents are informed about the performance of their wards in curricular, co-curricular and extra-curricular activities and regularity in attendance.
- Progress cards of the students were distributed to the Parents directly
- Support staff for both Teaching and nonteaching were appointed.
- Use of smart phones were banned with the help of Parents

6.5.3 – Development programmes for support staff (at least three)

Sports Competitions are conducted for the support staff All the support staff members avail the facilities of Students co-operative store

6.5.4 – Post Accreditation initiative(s) (mention at least three)

- Introduction of Research Programme in Tamil.(M.Phil and Ph.D)
- Working towards the employment opportunities of rural students by organizing free UPSC coaching classes in collaboration with District employment office, Pudukkottai.
- Initiation of Memorandum of Understanding with industries and other organizations.
- Introduction of PFMS for efficient and effective tracking of fund flow

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Anti ragging awareness	16/08/2018	16/08/2018	1300	Nil
Workshop on Antiragging	01/10/2019	01/10/2019	900	Nil
Entrepreneurs hip development programme	05/09/2018	05/09/2018	100	Nil

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

- Massive tree plantation drive was carried out in the college by the staff students with the support of NSS.
- Special care was taken so that the plants do not die. Proper tree guards were erected and group of students were given

responsibility of a particular plant to look after and water them. • Sensing the scarcity of water in the world rain water harvesting is also operational in the college. • Solar light is also in use.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nil
Ramp/Rails	Yes	6
Rest Rooms	Yes	6
Scribes for examination	Yes	6

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nil	1	06/03/2019	2	Environmental cleanliness, Plastic eradication, Cell phone usage awareness-Mullur, Icchadi	Nil	102

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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
College Calender	09/07/2018	The College handbook consists of Courses of Programmes, Course Structure, Teaching and Non- Teaching Staff Details, Examination details, Fees Particulars, Scholarship details, Prize details, Rules and Regulations of the college, Attendance and Leave details, Calendar, various clubs, Tutorial system details and warning against Ragging. Handbook is distributed to all the students, faculty members and non teaching staff members of the College.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day	21/06/2018	21/06/2018	250
Drug Awareness Programme	20/09/2018	20/09/2018	3500
Sarvodaya day	30/01/2019	30/01/2019	3500
Independence day	15/08/2018	15/08/2018	200
Republic day	26/01/2019	26/01/2019	200
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- Rain water harvesting • Solar Light facilities • Incinerator • Tree plantation • Plastic Free Zone

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Practice 1 : Assembly 1. Goal: To inculcate regularity, Punctuality and discipline among students 2. Process: Students have the opportunity to inculcate their skills and talents. Thirukkural, Thought for the day, Untouchability oath, Telling moral from small stories, News reading. Prize winners are honoured by the Principal. General announcements for the students are made. 3. Practice: Every department has as opportunity to conduct assembly on every Monday. 4. Evidences: Union department allocate and circulate the duties for the assembly.. The number of absentees has come down because of attendance taken during the assembly. 5. Problems Faced: The regular academic sessions are disturbed. 6. Resources Required: due to the huge strength of students, It is very difficult to accommodate all the students under one roof.

Practice 2 : Mentoring i) Goal: To provide motivation and personal counselling at the time of difficulties to perform better in studies ii) Process: Every department provides a Mentor, a faculty for every 25 mentees. They take care of their academic and personal progress throughout their course of study. On different issues mentors themselves provide suitable counselling / advice to overcome their problems, beyond which the students will be referred to the Counsellor. iii) Practice: Thrice a semester, the college offers mentoring sessions. Specific cases may have beyond this schedule as well. iv) Evidences: Minutes of the meetings are recorded. The number of absentees has come down because of counselling and the performance has shown a positive slope. v) Problems Faced: The regular academic sessions are disturbed. vi) Resources Required: Due to the lack of faculty strength, It is very difficult to assign mentees to the mentor for a huge strength of the campus.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

1. Inducing the values of social commitment, national integration and environmental consciousness 2. Value education and gender studies courses teach our students the importance of practicing moral , ethical values and gender equality in personal, professional and social lives. 3. A two credit course on

environment studies enlighten the young minds on the importance of preserving nature in its pristine form, restoring ecological balances, and effects of environmental degradation. 4. It has been the novel practice of the college to organize two-day extension activity awareness for students at nearby villages. 5. The NSS / YRC / RRC are the other forum available in the college to foster the spirit of patriotism, national unity and social responsibility among students. 6. Cultural Mela - a cultural event is organized by the student council as an occasion for the students to showcase their cultural talents with a competitive spirit.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

To start research programmes in Tamil department To improve laboratory facilities To enter into MoUs with industries To organize industrial visits to nearby industries To organize on campus recruitments