Guidelines for the Creation of the

Internal Quality Assurance Cell (IQAC)

and Submission of Annual Quality Assurance Report (AQAR) by Accredited Institutions

(For Affiliated/Constituent Colleges)

(Revised as per Revised Accreditation Framework in November, 2017)

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, **Bengaluru - 560 072** India

NAAC

VISION

To make quality the defining element of higher education in India through a combination of self and external quality evaluation, promotion and sustenance initiatives.

MISSION

- *To arrange for periodic assessment and accreditation of institutions of higher education or units thereof, or specific academic programmes or projects;*

- *To stimulate the academic environment for promotion of quality of teaching-learning and research in higher education institutions;*

- *To encourage self-evaluation, accountability, autonomy and innovations in higher education;*

- *To undertake quality-related research studies, consultancy and training programmes, and*

- *To collaborate with other stakeholders of higher education for quality evaluation, promotion and sustenance.*

Value Framework

To promote the following core values among the HEIs of the country:

- *Contributing to National Development*
- *Fostering Global Competencies among Students*
- *Inculcating a Value Sysstem among Students*
- *Promoting the Use of Technology*
- *Quest for Excellence*

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Contents

Introduction

In pursuance of its Action Plan for performance evaluation, assessment and accreditation and quality up-gradation of institutions of higher education, the National Assessment and Accreditation Council (NAAC), Bangalore proposes that every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of the institution's system and work towards realisation of the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions. For this, during the post-accreditation period, institutions need to channelize its efforts and measures towards promoting the holistic academic excellence including the peer committee recommendations.

The guidelines provided in the following pages will guide and facilitate the institution in the creation and operation of the Internal Quality Assurance Cell (IQAC). The work of the IQAC is the first step towards internalization and institutionalization of quality enhancement initiatives.
Its success depends upon the sense of belongingness and participation in all the constituents of the institution. It will not be yet another hierarchical structure or a record-keeping exercise in the institution. It will be a facilitative and participative voluntary system/unit/organ of the institution. It has the potential to become a vehicle for ushering in quality enhancement by working out planned interventionist strategies by IQAC to remove deficiencies and enhance quality like the "Quality Circles" in industries.

IQAC – *Vision*

To ensure quality culture as the prime concern for the Higher Education Institutions through institutionalizing and internalizing all the initiatives taken with internal and external support.

Objective
The primary aim of IQAC is

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.

- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Strategies

IQAC shall evolve mechanisms and procedures for

a) Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks;

b) Relevant and quality academic/ research programmes;

c) Equitable access to and affordability of academic programmes for various sections of society;

d) Optimization and integration of modern methods of teaching and learning;

e) The credibility of assessment and evaluation process;

f) Ensuring the adequacy, maintenance and proper allocation of support structure and services;

g) Sharing of research findings and networking with other institutions in India and abroad.

Functions

Some of the functions expected of the IQAC are:

a) Development and application of quality benchmarks

b) Parameters for various academic and administrative activities of the institution;

c) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;

d) Collection and analysis of feedback from all stakeholders on quality-related institutional processes;

d) Dissemination of information on various quality parameters to all stakeholders;

e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;

f) Documentation of the various programmes/activities leading to quality improvement;

g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;

h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;

i) Periodical conduct of Academic and Administrative Audit and its follow-up

j) Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

Benefits

IQAC will facilitate / contribute to

a) Ensure clarity and focus in institutional functioning towards quality enhancement;

b) Ensure internalization of the quality culture;

b) Ensure enhancement and coordination among various activities of the institution and institutionalize all good practices;

c) Provide a sound basis for decision-making to improve institutional functioning;

d) Act as a dynamic system for quality changes in HEIs;

e) Build an organised methodology of documentation and internal communication.

Composition of the IQAC

IQAC may be constituted in every institution under the Chairmanship of the Head of the institution with heads of important academic and administrative units and a few teachers and a few distinguished educationists and representatives of local management and stakeholders.

The composition of the IQAC may be as follows:

1. Chairperson: Head of the Institution

2. Teachers to represent all level (Three to eight)

3. One member from the Management

4. Few Senior administrative officers

5. One nominee each from local society, Students and Alumni

6. One nominee each from Employers /Industrialists/Stakeholders

7. One of the senior teachers as the coordinator/Director of the IQAC

The composition of the IQAC will depend on the size and complexity of the institution, accordingly the representation of teachers may vary. It helps the institutions in planning and monitoring. IQAC also gives stakeholders or beneficiaries a cross-sectional participation in the institution's quality enhancement activities. The guidelines given here are only indicative and will help the institutions for quality sustenance activities.

The membership of such nominated members shall be for a period of two years. The IQAC should meet at least once in every quarter. The quorum for the meeting shall be two-third of the total number of members. The agenda, minutes and Action Taken Reports are to be documented with official signatures and maintained electronically in a retrievable format.

It is necessary for the members of the IQAC to shoulder the responsibilities of generating and promoting awareness in the institution and to devote time for working out the procedural details. While selecting these members several precautions need to be taken. A few of them are listed below:

- It is advisable to choose persons from various backgrounds who have earned respect for integrity and excellence in their teaching and research. Moreover, they should be aware

of the ground realities of the institutional environment. They should be known for their commitment to improving the quality of teaching and learning.

- ➧ It is advisable to change the co-ordinator after two to three years to bring new thoughts and activities in the institution.

- ➧ It would be appropriate to choose as senior administrators, persons in charge of institutional services such as library, computer center, estate, student welfare, administration, academic tasks, examination and planning and development.

- ➧ The management representative should be a person who is aware of the institution's objectives, limitations and strengths and is committed to its improvement. The local society representatives should be of high social standing and should have made significant contributions to society and in particular to education.

The role of the Coordinator

The role of the coordinator of the IQAC is crucial in ensuring the effective functioning of all the members. The coordinator of the IQAC may be a senior/competent person with experience and exposure in quality aspects. She/he may be a full-time functionary or, to start with, she/he may be a senior academic /administrator entrusted with the IQAC as an additional responsibility. Secretarial assistance may be facilitated by the administration. It is essential that the coordinator may have sound knowledge about the computer, data management and its various functions such as usage for effective communication.

Operational Features of the IQAC

Quality assurance is a by-product of ongoing efforts to define the objectives of an institution, to have a work plan to achieve them and to specify the checks and balances to evaluate the degree to which each of the tasks is fulfilled. Hence devotion and commitment to improvement rather than mere institutional control is the basis for devising procedures and instruments for assuring quality. The right balance between the health and growth of an institution needs to be struck. The IQAC has to ensure that whatever is done in the institution for "education" is done efficiently and effectively with high standards. In order to do this, the IQAC will have to first establish procedures and modalities to collect data and information on various aspects of institutional functioning.

The coordinator of the IQAC will have a major role in implementing these functions. The IQAC may derive major support from the already existing units and mechanisms that contribute to the functions listed above. The operational features and functions discussed so far are broad-based to facilitate institutions towards academic excellence and institutions may adapt them to their specific needs.

The institutions need to submit yearly the Annual Quality Assurance Report (AQAR) to NAAC by end of September every year positively. A functional Internal Quality Assurance Cell (IQAC)

and timely submission of Annual Quality Assurance Reports (AQARs) are the Minimum Institutional Requirements (MIR) to volunteer for second, third or subsequent cycle's accreditation. During the institutional visit the NAAC peer teams will interact with the IQACs to know the progress, functioning as well as quality sustenance initiatives undertaken by them.

The Annual Quality Assurance Report (AQAR) may be the part of the Annual Report. The AQAR shall be approved by the statutory bodies of the HEIs (such as Governing Council/ Executive Council/Board of Management) for the follow up action for necessary quality enhancement measures.

The IQACs may create its exclusive window tab on its institutional website for keeping the records/files of NAAC, Peer Team Reports, AQAR, and Certificate of Accreditation Outcomes and regularly upload/ report on its activities, as well as for hosting the AQAR.

Revised Accreditation Framework

NAAC has launched Revised Accreditation Framework since July, 2017 and hence AQAR format also modified, in cognizance with the new methodology. The tools and parameters are designed in the new AQAR format are in such a way that the preparation of AQAR would facilitate the HEI's for upcoming cycles of Accreditation. Data collected/prepared infuses quality enhancement measures undertaken during the years. Further, it also adds quality enhancement and quality sustenance measures undertaken in teaching, learning, research, extension and support activities of the Institution. It is hoped that new AQAR would facilitate Educational Institutions for creating a good database at Institutional level for enhancing the quality culture.

As per the Revised Accreditation Framework (RAF), the NAAC Accredited institutions need to submit the AQAR online. NAAC is in the process of ICT integration in Assessment and Accreditation. The login id for the online submission for AQAR submission will be the e-mail id used for the IIQA. The AQAR submission is part of the post accreditation module, in due course of time. NAAC portal will have the facility to submit the AQAR online and Institutions will receive automated response. AQAR of the preceding year be submitted to the NAAC within six months i.e. the institutions should submit the AQAR before 31st December of every year.

The Higher Education Institutions need not submit the printed/hard copy of AQAR to NAAC.
Mandatory Submission of AQAR by IQAC

The Executive Committee of NAAC has decided that **regularsubmission of AQARs is mandatory for 2nd and subsequent cycles of accreditation with effect from 16th September 2016**:

The following are the pre-requisites for submission of IIQA for all Higher Education Institutions (HEIs) opting for 2nd and subsequent cycles of A& A:

- Having a functional IQAC.
- The minutes of IQAC meeting and compliance to the decisions should be uploaded on the institutional website.
- Mandatory submission of AQARs on a regular basis for institutions undergoing the second and subsequent cycles of Assessment and Accreditation by NAAC.
- Upload the AQAR's on institutional website for access to all stakeholders.

Note: The terms and abbreviation used in AQAR are in accordance with respective manuals for assessment of NAAC. Please refer institutional manual for glossary and abbreviations terms used in AQAR.

The Annual Quality Assurance Report (AQAR) of the IQAC
(For Affiliated/Constituent Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year.(For example, July 1, 2018 to June 30, 2019)*

Part – A

Data of the Institution
(data may be captured from IIQA)

1. Name of the Institution : Government Arts College for Women, Sivagangai.

- Name of the Head of the institution : Dr.M.Bhanumathi

- Designation : Prinicipal

- Does the institution function from own campus : Yes

- Phone no./Alternate phone no. : 04575-245925, 04575-243881

- Mobile no. : 9443864653

- Registered e-mail : gacwsvg@yahoo.com

- Alternate e-mail : senthilgeco@gmail.com

- Address : Near collectorate, Kanjirangal

- City/Town : Sivagangai

- State/UT : TamilNadu

- Pin Code : 630562

2. Institutional status:
- Affiliated / Constituent : Affiliated
- Type of Institution: Co-education/Men/Women : Women

- Location : Rural/Semi-urban/Urban : Rural
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing
  (please specify) : UGC 2f and 12 (B)

- Name of the Affiliating University : Alagappa University
- Name of the IQAC Co-ordinator : R.Indra
- Phone no. : 04575-245925, 04575-243881

- Alternate phone no. : 9443864653

- Mobile : 9442722566

- IQAC e-mail address :gacwsvgaiqac@gmail.com

- Alternate Email address : senthilgeco@gmail.com

3. Website address :www.gacwsvga.edu.in
    Web-link of the AQAR: (Previous Academic Year):

4. Whether Academic Calendar prepared during the year?

Yes/No....., if yes, whether it is uploaded in the Institutional website: Yes

Weblink: **https://gacwsvga.edu.in/wp-content/uploads/2020/12/Calendar-for-II-Semester-2020-2021.pdf**

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1st	C	1.79	2016	from: 19/01/2016 to: 18/01/2021

6. Date of Establishment of IQAC: DD/MM/YYYY: 22.07.2014

7**.** Internal Quality Assurance System

7.1Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
1.Preparing Academic Audit Report and AQAR reports **2. Faculty are advised to publish at least two papers in National**	**Refer council Note and IQAC Note**	**All the Staff members**

International Journals and to attend conferences and workshops. **3. Both Hardcopy and Softcopy are to be maintained by the department for all the activities** **4.Following Best Practices are insisted on the students** **a. Speaking in English** **b. Cleanliness** **c. Punctuality** **5. Organizing Seminars, Workshop conference at least one by each department.** **6.Dedicated software for Statistics.(SPSS)** **7. More ICT enabled class-room.** **8. Creation of new teaching posts in Dept of Physics, Home Science, Computer Science, Maths, and Chemistry.** **9. Biometric Attendance System for Faculty & Staffs.** **10Preparing for NAAC 3rd Cycle.**		

8. Provide the list of funds 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
		NIL		

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: Yes

weblink:http://www.naac.gov.in/images/docs/Guidelines/IQACAQAR_Guideline_Autonomous.pdf

1.Chair person : The Principal
2.Administrative Officiers: C.Selvam(Superintendent)
3.Three to eight teachers:

        Dr.Rajalakshmi
        Dr.K.Sheela
        Dr.S.Sivagami sundari
        Dr.G.Senthilkumar
        Dr. T.Rajmohan
        Dr. V.Jayanthi
        Dr. M.Vasu
        Dr. M.Shanthi

Alumni :S.Amudha M.Sc.,M.Phil
        Child development project officier
        S.Pudhur, Singampunari Block
        Sivagangai

Stakeholder: A.Pandi, B.A., B.L., Lawyer
        Thamarakki(post)
        Sivagangai

10. No. of IQAC meetings held during the year:**15**

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website…….   Yes/No: **No**

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)

    *Feedback from the students and alumni are collected and consolidated.

    *Extension activities were conducted by II Year UG Student of all departments in their subjects.

    *Trained students for UPSC Civil service examination by Tamil Nadu Government Free Coaching centre.

    *Maintaining college website
    * PTA meeting
    *Ward system
    *OSA Meeting
    *Napkin incineration machine is installed

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

Plan of Action	Achievements/Outcomes
Programmes and training is planned to make the student more responsible citizen.	Special lecture on Consumer Protection Act , Right to information Act, Duties and responsibilities of Consumers, Human Rights Day were organised
To conduct skill development, personality development, interpersonal skills and career guidance programmes 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.
Remedial Classes for Slow Learners.	Remedial Classes were arranged to help the slow learners and rural folks to improve their academic performance which help them hone linguistic skills and arithmetic aptitude.
To purchase additional books to the library	591 books worth Rs.1,99,997 were purchased.
To coach students for UPSC/TNPSC Examination	IAS/IPS/Civil Service free coaching classes were conducted through state fund.
To improve Entrepreneurship skills.	Students are offered with "Entrepreneurship Development Skills" course.
Go Green Campus	Campus declared plastic free to adorn green tag by planting saplings to create an aesthetically alluring ambience

14. Whether the AQAR was placed before statutory body?   Yes /No: No

Name of the statutory body: Date of meeting(s):

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to Assess the functioning?
   Yes**/No:**   No

16. Whether institutional data submitted to AISHE: Yes/No: YES

      Year: 2020   Date of Submission:07 –JAN-2020

17. Does the Institution have Management Information System?**No**

Part-B

CRITERION I – CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation					
1.1.1 Institution has the mechanism for well-planned curriculum delivery and documentation.					
Institution is affiliated to Alagappa University. Syllabus is framed by eminent Board of Studies members.					
1.1.2 Certificate/ Diploma Courses introduced during the Academic year					
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development	
		NIL			
1.2 Academic Flexibility					
1.2.1 New programmes/courses introduced during the Academic year					
Programme with Code	**Date of Introduction**	**Course with Code**	**Date of Introduction**	**Programme with Code**	
-	**-**	**-**	**-**	**-**	
1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.					
Name of Programmes adopting CBCS	**UG**	**PG**	Date of implementation of CBCS / Elective Course System	**UG**	**PG**
CBCS and Elective Course System are implemented in all the courses. Tamil	**B.A. Tamil**	**M.A. Tamil**	2008-2009		
English	**B.A.** English	**-**			
Physics	**B.Sc.** Physics	**M.Sc.** Physics			
Chemistry	**B.Sc**. Chemistry	**M.Sc.** Chemistry			
Botany	**B.Sc.** Botany	**-**			
Zoology	**B.Sc.** Zoology	**-**			
Computer Science	**B.sc** Computer Science	**M.Sc.** Computer Science			
History	**B.A History**	**-**			
Home Science	**B.sc** Home Science	**M.Sc.** Home Science			
B.B.A	B.B.A	**-**			
Economic	B.A Economics	M.A Economics			
Commerce	B.Com	M.Com			

Already adopted 2008-2009				

1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Courses		
No of Students	NIL	NIL		

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
Communicative English Environmental Studies Competitive Examination Skill Emergency and medical lab Skills Youth Red Cross Manavalakalai Yoga Equipment Handling Skills for Events Marketing and Sales Management Heritage and Tourism Fruits and vegetables Preservation skills	2008-2009	I Year I Year II Year II Year II Year II Year III Year III Year III Year

1.3.2 Field Projects / Internships under taken during the year

Project/Programme Title	Programme specialization	No. of students enrolled for Field Projects / Internships
Internships training	**B.SC. Home science** **B.SC. Home science** **M.SC. Home science**	**28(I Shift)** **32(II Shift)** **16**

1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders.

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	No	No	Yes	Yes

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

   *Feedback aims at improvement of the curriculum, teaching and learning methods, infrastructural facilities, support system, scope for higher studies and placement of the institution.

The grievances and suggestions from the students are given consideration. The IQAC organises the system of getting feedback 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.

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1. 1 Demand Ratio during the year

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
B.A Tamil	72		66
B.A English	60		55
B.Sc. Maths	60		60
B.Sc. Physics	42		35
B.Sc. Chemistry	41		38
B.Sc. Computers science(Shift I)	35		35
B.sc Computers science(Shift II)	35	**OVER ALL UG APPLICATION RECEIVED - 1541**	33
B.sc Home Science(shift I)	38		38
B.sc Home Science(shift II)	38		37
B.Com (Shift I)	55		53
B.Com(Shift II)	51		50
B.B.A (Shift I)	55		55
B.B.A (Shift II)	55		52
B.A Economics	60		60
B.Sc. Botany	25		38
B.Sc. Zoology	32		36
B.A History	50		36
M.Com	31		20
M.Sc. Computer Science	24	37	24
M.Sc. Home Science	**20**	**10**	7
M.Sc. Chemistry	**20**	**32**	20
M.Sc. Maths	**25**	**47**	25
M.A Economics	25	12	12
M.A Tamil	30	22	22

M.Phil. Commerce	3	**OVER ALL M.Phil APPLICATION RECEIVED -8**		3
M.Phil. Tamil	2			2

2.2 Catering to Student Diversity

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

Year (2018-2019)	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG &PG courses
B.A Tamil	72	17	-	-	12
B.A. English	60	-	-	-	11
Physics	37	-	-	-	5
Chemistry	41	20	-	-	7
Botany	24	-	-	-	3
Zoology	30	-	-	-	2
Computer Science	70	24	-	-	12
Home Science	75	15	-	-	10
Maths	60	25	-	-	11
B.B.A	107	-	-	-	8
B.Com	99	24	-	-	10
Economics	60	11	-	-	8
History	17	-	-	-	2

2.3 Teaching - Learning Process

2.3.1 Percentage of teachers usingICT foreffective teaching with Learning Management Systems (LMS), E-learningresourcesetc. (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
	Number of teachers using ICT *(LMS, e-Resources)*	LCD Projector - OHP Visual Presenter-1 Computer-	ALL	NIL	NIL

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

*Regular meetings were conducted by mentor to mentees.
*A report card is maintained for each student.

* The report card has both personal and academic data.
*Students are allowed to approach the mentor for both academic and personal problem.
*Personalized professional /career advice is given to the mentee.
* It is the strongest tool for personal formulation of the student community. Each student is assigned to a mentor, a school personal who chats with and guides the students-mentee personally in achieving academic and character excellence. The mentor also holds sessions with the mentee's parents.
*A regular communication between the mentor and the mentee, and the mentor and her mentee's parents, paves the way for creator knowledge of the potentials and accomplishments, as well as understanding of the temperament and behaviour of the student.
* In aclimate of friendship, sincerity and trust, the mentoring system facilitates the formulation of goals, strategies and action plan for the child to grow in responsibility, maturity, Love for God and others, and be best person she can be.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
912	18	1:51

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
82	**14+4(18)**	**64**	**4(Annamalai university)**	**15**

2.4.2 Honours and recognitions 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	Name of the award	Awarded by
2018-19	Dr.M.Shanthi	GRABS Award	*GRABS Educational Trust*

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

Results were declared within two months from the date of semester end examination

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As the Institution is affiliated to Alagappa University, Continuous Internal Assessment (CIA) framed by the university is followed in the institution. Two internal tests, one seminar/quiz, one assignment and model exam are conducted for CIA. 25 marks for Theory papers and 40 marks for practical papers are allotted in the total of 100 marks. 15 marks for Theory papers and 10 marks for practical marks are allotted in the total of 75 marks and 50 marks respectively in case of allied papers.

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar is prepared for every year and distributed to all students. The schedule for I Internal, II Internal and Model Exam are mentioned in the calendar and the exams are conducted as per the schedule. The fees collected from students, rules to be followed by the students, election rules, scholarship details, various subjects and their codes, staff list, students sanctioned strength for each course, day order and the details of calculation of Continuous Internal Assessment (CIA) are mentioned in the calendar.

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)

As this college is affiliated to Alagappa university program outcomes and course outcomes are specified in the university website

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
UG-101	Tamil	UG-55	UG-45	UG-81.08%
UG-103	English	UG-68	UG-44	UG-64.7%
UG-121 PG-311	Maths	UG-57 PG-21	UG-48 PG-18	UG-84% PG-85.71%
UG-122	Physics	UG-42	UG-36	UG-85.71%
UG-124 PG-322	Chemistry	UG-35 PG-19	UG-29 PG-11	UG-82.8% PG-58%
UG-151 PG-351 M.Phil-602	Commerce	UG-I Shift – 52 II Shift – 42 PG -20 M.Phil-3	UG – I Shift – 43 II Shift – 30 PG – 20 M.Phil-3	UG – I Shift – 83% II Shift – 71% PG – 100% M.Phil-100%
UG-111	History	-	-	-
UG-126	Zoology	-	-	-
UG-128 PG-314	Computer Science	UG – I Shift – 42 II Shift – 38 PG – 22	UG – I Shift – 33 II Shift – 28 PG – 22	UG – I Shift – 78.57% II Shift – 73.68%

				PG – 100%
UG-132 PG-325	Home Science	UG – I Shift – 25 II Shift – 21 PG – 13	UG – I Shift – 8 II Shift – 7 PG – 13	UG – I Shift – 32% II Shift – 33% PG – 100%
UG-158	Economics	UG-48	UG-43	UG-86%
UG-153	BBA	UG – I Shift – 48 II Shift – 39	UG – I Shift – 44 II Shift – 31	UG – I Shift – 92% II Shift – 79%
UG-125	Botany	UG-49	UG-38	UG-76%

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)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

3.1.1 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 Academic year
Major projects				
Minor Projects	**NIL**			
Interdisciplinary Projects				
Industry sponsored Projects				
Projects sponsored by the University/ College				
Students Research				

Projects *(other than compulsory by the College)*			
International Projects			
Any other(Specify)			
Total			

3.2 Innovation Ecosystem

3.2.1 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(s)
NIL	NIL	NIL

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of the Awardees	Awarding Agency	Date of Award	Category
NIL	NIL	NIL	NIL	NIL

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Centre	Name	Sponsored by
NIL		

Name of the Start-up	Nature of Start-up	Date of commencement
	NIL	

3.2.3 Awards /Recognitions Received by the Faculty/Students during the year:

Name	Class	Event/Role	Date of Award	Category
	REFER 5.2.4 & 5.3			

3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International
	NIL	

3.3.2 Ph.Ds awarded during the year *(applicable for PG College, Research Center)*

Name of the Department	No. of Ph. Ds Awarded
Computer Science	1

3.3.3 Research Publications in the Journals notified on UGC website during the year			
	Department	No. of Publication	Average Impact Factor, if any
National	English	-	
International		2	-
National	Economics	-	-
International		12	-
National	Computer Science	-	-
International		3	-
National	Chemistry	-	-
International		4	-
National	Tamil	-	
International		13	
National	BBA		
International		1	
National	Maths		
International		1	
National	History		
International		1	
National	Home science		
International		4	
National	Physics		
International		2	

3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year	
Department	No. of publication
Tamil	17
Home science	17
Mathematics	3
History	4
BBA	10
Zoology	1
Chemistry	3
Physics	3

3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Ind	Institutional affiliatio	Number of citations

				ex	n as mentioned in the publication	excluding self citations
Ted Hughes Imagery Animal in poetries	P. RAJESWARI **(Guest Lecturer of English)**	Review of Research(International Online Journal UGC Approved, vol-8, Issue-9 (June 2019)n Impact Factor-5.7631, ISSN-2249-894X (Page no- 83-87)	2018-19			
Feminist Writers and their Female Protagonist	SWAMI.PUSHPALA DEVI. KANDA **(Guest Lecturer of English)**	IJELLH (Indexed,Peer reviewed, (Refered) UGC Approved, International Journal of Research). Vol-7 , Issue-5 (May 2019) Impact factor -5.7. ISSN: 2321-7065. (Page no : 158-163).	2018-19			
Solai Sundaraperum alin vaazakai Kurippu	Dr.K.Rajalakshmi Associate Professor	Irubathaam Noortaandu Tamil Puthina Sirukathai Aasriyargal ISBN: 9780-0-359-26679-pp-69-74	2018-19			
Sithargalin Kalaga Kuralgal	Dr.K.Rajalakshmi Associate Professor	Tamil ilakkia Maranbil Kalagakuralg	2018-19			

		al ISBN:978-93-81723-88-3pp.69-74				
Sanga Maglirin Thozhiligal		Ilakkiangalil Makalir ISBN:978-819-3747-90-2 pp. 1-8	2018-19			
Nenju porukkavillaiye –Kavithai Thoguthiyil Maanavargalin Nilai		Veeru Kaviyarasar Muduyarasan Padippulagam ISBN: 978-81-921754-3-0-pp-57-61	2018-19			
Paari Partiya Varalaartu Pathivukal	Ms.R.Mookkayee	Tamil Illakkiangalil Varalaartu Pathivikal ISBN: 978-93-88398-35-0 pp. 202-205	2018-19			
Tamilnaatu penn sathanaiyazhargal		Tamilnaatu Penn Sathanaiyazhargal ISBN: 978-81-938884-0-7 pp.227-232	2018-19			
Sangakaala Magalirin Vilaiyaatu		Aaitha Ezhuthu Pannatu Tamiliyal Aaivithal ISSN:2218-7550, pp. 39-41	2018-19			
Puranaanootril Marakkula Pengalin Maanbu		Sanlax Pannattu Tamiliyal Aaivithaz UGC: Approved Journal ISSN: 2454-3993	2018-19			

Mealaanamai Ponnusamy in Vazkai Varalaru	DR.V.Chitra	Irubathaaaam Noortaandu Tamil Puthina Sirukathai Aasriyargal ISBN : 9780-0-359-26679-1 pp -184-187	2018-19			
Ingulab Kavithaigalil Saathiyam Saarntha Kalagakkuralgal		Tamil ilakkia Marabil Kalagakkuralgal ISBN: 978-93-81723-88-3 pp. 297-302	2018-19			
Kuruthogai Thalaivyin Manaunarvugal		Ilakkiangalil Makalir ISBN:978-819-3747-90-2 pp. 68-74	2018-19			
Sangakaala Makalirin Virunthombal	Dr.C.Jeba Stella	Ilakkiangalil Makalir ISBN:978-819-3747-90-2 pp. 175-179	2018-19			
Tamil Iyakkangalum Ilakkiamum		Sanlax Pannattu Tamiliyal Aaivithaz UGC: Approved Journal No:40729,Dec.2018 Tharkaala tamil Ilakkiangailin Noakkum poakkum (Vol-3) ISSN: 2454-3993	2018-19			
Kurinchippaatil Makalirin	Dr.S.Guruvammal	Ilakkiangalil Makalir	2018-19			

Meaippadukal		ISBN: 978-819-3747-90-2				
Kurinchippaati l Makalirin Meaippadukal		Ilakkiangalil Makalir ISBN: 978-819-3747-90-2 PP:52-57	2018-19			
A. Muthulingam Vaalkkai Kurippugal	S.Kavitha	Irubathaaaam Noortaandu Tamil Puthina Sirkathai Aasriyargal ISBN : 9780-0-359-26679-1 pp :113 - 117	2018-19			
Sangakaala Makalirin Anigalangal		Ilakkiangalil Makalir ISBN: 978-819-3747-90-2 PP21-27	2018-19			
Valluvar Paarvaiyil Makalir	Dr. C.Sumathi	Ilakkiangail Makalir ISBN: 978-819-3747-90-2 PP: 52-57				
Sanga Ilakkiyathil Talaiviyin Oodal	Dr.S. Mamimegalai	Ilakkiangalil Makalir ISBN: 978-819-3747-90-2 PP: 136-141				
Karaikkal Ammaiyarin pakthi sirappugal	V.Jeyarani	Ilakkiangalil Makalir ISBN: 978-819-3747-90-2 PP: 180-185				
Pandai Tamizhar Kattadakkalai Varalaaru Ilakkiathil Saathanaip	K.Rajeswari	Tamil Ilakkiangalil Varalaartu Pathivikal ISBN: 978-93-88398-35-0-pp:30-32 Tamilnaatu				

pengal Sangakaalathu pengalin Vaalviyal Manushya puthiranin Kavithaigalil Nadappiyal Tamil Ilakkiangalil Samayarkali Thirukkuralil Aramsaarntha Kotapaaadugal		penn Sathanaiyazh argal ISBN:978-81-938884-0-7 PP:193-195 Kaalanthorou m Tamil ILakkiangalil Pengal ISSN: 2454-3993 pp:115-119 Aaitha Ezhuthu Pannattu Tamiliyal Aaivithal ISSN: 2218-7550, pp: 67 Tamil Ilakkiangalil Kalaigal ISSN: 2320-3412 pp.146 Thirukuralil Panmugap paarvai ISBN: 978-81-928100-8-9 PP:69				
Bio diversity conservation in organic farming	Dr. T.Rajamohan Assistant Professor	ISBN : 978 – 81-928130-9-7 2018 PP 42 – 55	2018-2019			
Socio Economic status and motivation to women entrepreneur special reference to pudukkottai and sivagangai	Dr.A. Stalin	IJMSRR-VO-1 ISSUE 26 AUG-2016,PP:195-202	2018-2019			

Status and scope of women entrpreneur in business: a space of pudukkottai and sivagangai District, Tamil Nadu,		IJMDRR-VO-1 ISSUSE 18 AUG 2016,PP :210-213				
Online shopping behaviours' of consumers	R. Hema Malini	ISBN : 978 – 93-81521-724 JAN 2015 PP:198-202	2018-2019			
E- Marketing positives and negatives		ISBN:97881 93023488 OCT 2015 PP167-169				
Role of social media Networking Among college students		MAR-2016				
E- Learning Technology : Does it play a vital role in higher education?		ISBN: 819333168-0 FEB 2017 PP:331-335				
A study on the Role of e-payment in developing Economy		ISSN: 2347-3247 VOL -4 ISSUE-1-FEB 2017 pp: 549-553				
Economic reforms and service sector	Mrs.S.Malathi	ISSN: 0974-8709 Volume : 9 Issue: I June 2017 PP: 109-112				
Skill competency in capacity management with special		ISSN 2321-4643 Vol : 5 Issue : 3 PP: 152-157				

reference to educational sector						
A Study on marketing service relationship	Dr.V.Jeyanthi Assistant Professor	An international multidiciplinary quarterly research journal, ISSN2277-5730, VOLUME NO VIII,145-149				
1. Hydrothermal synthesis of Ga-doped In_2O_3 nanostructure and its structural, optical and photo catalytic properties. 2. Synthesis, characterization and photo catalytic activity of pure and Zn-doped In_2O_3 nanostructures.	Mrs. M. Shanthi, Asst. Professor	Material Science in Semiconductor Processing (2017),71(2017:357-365) (Impact Factor – 2.593) Material Science: Matter electron DOI 10.1007/s10854-017-7106-0 (Impact factor-2.019)				
Ajantha –An International Multidisciplinary	Dr. Sivagami Sundari Asst. Professor	Quarterly Research Journal (2018) ,Healthy Seaweed Based Toothpaste VS FMCG Products" ISSN No :				

		2277 – 5730 ,Vol ,8(4) , PP 1-6.				
New Vistas in Post Harvest Technology and value Addition of Farm products in Enhancing Rural Livelihood (2019) "Development of plaintain stem squash TO Reduce post Harvest Loss".		ISSN No, 978-93-88993-00-5.				
International Journal of Multidisciplinary Researches	Dr. M.Manichithra	Volume 15, ISSN 2349-8486 Peer reviewed referred and quarterly Journal				
International Journal of Multidisiplinary Researches .		ISSN 2277-5730 Journal No .40776.				
Challenge facing empowerment of women	Dr K.SHEELA Assistant Professor	International journal of applied management research VOL.NO: 11PAGE:31	2018-2019			
Challenge and issues in health services		AJANTHA ISSN2277-5730 IMPACT FACTOR 5.5				
Employment generation programmes		Bodhi international journal of research in Humanity arts and				

		science ISSN NO 2456-5571				
Climate change and its impact on Indian agriculture		BODHI international journal of research in humanity arts and science ISSNNO-process				
Climate change and its impact on Indian agriculture	Dr.K. VENNILA Assistant Professor	BODHI international journal of research in humanity arts and science ISSNNO-process	2018-2019			
Employment generation programmes		Bodhi international journal of research in Humanity arts and science ISSN NO 2456-5571				
Empowering women entrepreneur	Ms.R. Dhanalaakshmi	AJANTHA ISSN2277-5730 IMPACT FACTOR 5.5				
Empowering women entrepreneur	Mrs S. Sumathi	AJANTHA ISSN2277-5730 IMPACT FACTOR 5.5				
Problem faced by the MGNREGA women workers in sivagangai District	Mrs D . Hema	ISSN2277-5730 an International journal of applied management research AJANTHA	2018-2019			
Impact of MGNERGA		Bodhi international				

on socio economics development and women e empowerment		journal of research in humanities , arts and science.				
E-MARKETING	Mrs.M. Meenakshi	International journal MASIV ISSN 2454-4558P,NO61, 105				
M-COMMERCE		Impact of education on women empowermen t. P.NO-25				
"Resent Trent in Entrepreneur Development with special Reference To women Empowerment		INTERNATI ONAL conference on " contemporar y Issues & challenges in commerce and management "				
The Impact of social media on society		" the Impact of social media on society : in the INTERNATI ONAL conference on competency Building strategies in Business and Technology for sustainable Development hells on 20th Feb 2018 (Friday) . Sri Ganesh				

		school of Business Management. salem tn.India.				
An Economic view of higher Education Issues"		UGC sponsored NATIONAL conference on higher education in india.				
An Integrated Recommender system using semantic web with social Tagging system	Indra. R Assistant Professor	International journal on semantic web and information systems (IJSWIS),VOL.15,Issue 2,No.3, in press, ISSN: 1552-6283,web of science IF-1.50. (scopus indexed ,SCIE indexed)				
A Cohesive Framework for providing Recommendation in Microblogging systems'		International journal of advanced scientific Research and management, vol,3,Issue7, pp,40-45 ISSN: 2455-6378,PIF-3.005 (2016) ,UGC JOURNAL No:63502.				
"social networking using semantic web with social Tagging		International journal of computer sciences and Engineering				

system"		vol. 6,Issue 6,ISSN:2347-2693, IF-3.022,UGC Journal NO:63193				

3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	4	4	2	
Presented papers	2	2	1	
Resource persons		17		

Papers presented in conference /seminars/ Workshops (students):

Dept	Name of the students	Conference/seminars/workshop	Title of the Paper	Venue	Date
Economics .	S.Divya rajakumari	National conferences	Empowering Women entrepreneur	Syed ammal arts science college Ramnadu	28.02.2018
		Workshop	Preventing and combating the trafficking on women	Allagappa university - karaikudi	18.03.2019
		National conferences	Sustainable development	Government arts college for women sivagangai	04.03.2019
	Mutha.k	National conference	Employement generation	Syed ammal	28.02.2018

			with special reference government scheme	arts science college Ramnadu	
		seminar	Preventing and combating the trafficking on women	Allagappa university - karaikudi	18.03.2019
		Workshop	One day workshop on photshop corel Draw	Government arts college for women sivagangai	13.03.2019
		National conference	Demographic and rural economic development	Government arts college for women sivagangai	04.03.2019
Computer science	M. soundharya	National seminar		Nachiyappa swamigal arts and science college koviloor	18.08.2018
	P.Sukitha			Nachiyappa swamigal arts and science college koviloor	18.08.2018
	M.Gokulapriya			Nachiyappa swamigal arts and science college koviloor	18.08.2018
	M. parameswari			Nachiyappa swamigal	18.08.2018

				arts and science college koviloor	
	K. Kalpana			Nachiyappa swamigal arts and science college koviloor	18.08.2018
	P.Sivasankari			Nachiyappa swamigal arts and science college koviloor	18.08.2018
	K.Anusiya			Nachiyappa swamigal arts and science college koviloor	18.08.2018
	R.Vinothini			Nachiyappa swamigal arts and science college koviloor	18.08.2018
Physics	V.Karpagam	seminar	Nanotechnology & in it's application in Electronics	Saratha Nikethan Arts & science college-Devakkotai	08.02.2019
English	K.S.Rukshana devi	Intrernational	International Journal of Multidiscipilinary Researchers	Government arts college for women sivagangai	4.03.2019
Home science	R.Sivasanthi	International	Recent trends in	Arul Anandar	19.1.2019

			food processing Technology	college madurai	
	S.Karthikaiselvi	International	Recent trends in food processing Technology	Arul Anandar college madurai	19.1.2019

Papers presented in conference /seminars/ Workshops (Faculty):

Dept	Name of the Faculty	Conference/ seminars/wo rkshops	Title of the Paper	Venue	Date
Mathamatic s,	Dr.V. Jeyanthi Asst.prof.of Mathamatic s,	State level	Eye donation awareness camp	Government arts college for women, sivagangai	26.10.18
	,	National level	Conference in "Resent trends in pure and applied Mathamatics "	Government arts college for women, sivagangai	13.02.2019
		State level	Workshop on Global ranking of universities: present scenario.By IQAC	Madurai kamaraj university	22.03.2019
	Dr.M.Vasu Asst.prof.of Mathamatic s,	National	Conference in "Resent trends in pure and applied Mathamatics	Government arts college for women, sivagangai	13.02.2019
		National	Some transalations in(T,S)- Intuitionistic fuzzy	Government arts college,Karur	
	D.Poovarag avan	National	Fixed point theorem in generalized intuitionistic fuzzy metric spaces using contractive condition of	Government arts college,Karur	

			Integral Type		
		National	Generalized Intutionistic fuzzy metric spaces satisfying integral type contractive condition	Government arts college for women, sivagangai	
	Mrs.T.Kavitha Guest Lecture of Mathamatics,	National	Conference in "Resent trends in pure and applied Mathamatics	Government arts college for women, sivagangai	13.02.2019
	Mrs.P.Sathya Guest Lecture of Mathamatics,	National	Conference in "Resent trends in pure and applied Mathamatics	Government arts college for women, sivagangai	13.02.2019
	Ms.Sujatha Guest Lecture of Mathamatics,	National	Conference in "Resent trends in pure and applied Mathamatics	Government arts college for women, sivagangai	13.02.2019
	Mrs.B. Suriyagandhi Guest Lecture of Mathamatics,	National	Conference in "Resent trends in pure and applied Mathamatics	Government arts college for women, sivagangai	13.02.2019
	Dr.J.Rajalakshmi Guest Lecture of Mathamatics,	National	Conference in "Resent trends in pure and applied Mathamatics	Government arts college for women, sivagangai	13.02.2019
	Dr.V.Jeyanthi Asst,prof.of Mathamatics	State	One day workshop on photoshop& coreldraw	Government arts college for women, sivagangai	13.3.2019
Home science	Dr.S.Sivagami sundari	National level	National level seminar on " the role of celebrities advertisement on FMCG Products"	Government arts college for women, sivagangai. held on	31.12.2018

			and presented a paper on Healthy seaweed Based toothpaste VS FMCG Products".		
		Internationa l level	International seminar on "Recent Trends in food processing Technology - 2019 organised by Dept. of food science and Technology	Arul Anandar college. Madurai held on	19.01.2019
		Internationa l	International conference on advancement and applications of Technology in Food and Textile Industry held at Dept. of Home science and presented a paper on " comparative study on Nutritional status of mental retarded children with normal children	Mother Theresa Women's University Research and extension centre, Madurai on	22.01.2019
	Dr.U.Kavith a Devi	National	Functional Food product		

			using senna (Avarampoo) incorporated tea powder		
	Dr.M.Manic hitra	Internationa l	Nutrient and Microbial Analysis of defatted soy flour Incorporated Bakery product	International conference in OMICS Technology in nutritional Research 2108 in Vellore	
			Assessment Nutrients Adequancy and Food Security of sports players (17-22 years) Residing in hostel	Mother Therasa Womens University Madurai	
		Internationa l	An Exploratory study on Assessment Women in sivagangai	Govt Arts college for Womens in Sivagangai	
			Recent Trends in Food processing Technology	Arul Anandar college. Madurai	
			New vistas in post Harvest Technology and value addition of Farm products in Enhancing Rural livehood.	Adhiparasakthi agricultural college Kalavai.(2018-2019)	
		National	Problems in marketing of self help Groups in sivangangai	Govt Arts college for Womens in Sivagangai	

			district		
		National	Nutritional profile and Nutrients intake of self Help Group women in sivagangai District	Govt Arts college for Womens in Sivagangai	
	Mrs.S.Kowsalya		Ilakkiyangalil pasi pini pokkiya penkal	Govt Arts college for Womens in Sivagangai	27.06.2018
			Value Added Baked Bread	Mother Therasa Womens University Madurai	22.01.2019
			Nutrition Education for the tribal Women	Adhiparasakthi agricultural college Kalavai.(2018-2019)	24.01.2019
			Recent Trends in Food processing Technology	Arul Anandar college. Madurai	19.01.2019
	Dr.R.Ajantha parameshwari	National	Empowerment of women through Federation of SHGs	Govt Arts college for Womens in Sivagangai	
			Gender of sanitation Training programme Gender champions and Nodal Teacher	Alagappa University Karaikudi	
		National	Preventing and compacting Trafficking on women	Alagappa University Karaikudi	
	Mrs.J.Meenakshi		New vistas in post Harvest Technology and value addition of	Adhiparasakthi agricultural college Kalavai.(2018-2019)	

			farm products in Enchancing Rural livehood		
			Effective of olive oil supplementation of serum Lipid Profile	Mother Therasa Womens University Madurai	
Physics	Dr.M.ShanthiAsst. professor in Physics	International	International conference on Recent Advances in Materials Science	PG & Research Department of physics, national college (Autonomous).Tiruchirappalli	4.02.2019 6.02.2019
		International	Recent Innovations in Biosustainability and Environmental Reasearch	Department of Zoology, Annamalai University Annamalainagar	20.2.2019 22.02.2019
		International	International conference on sustainable scientific Advancements	Department of Biotechnology physics and chemistry of sri vinayaga of sri vinaga college of arts and science, Ulundurpet	22.02.2019 23.02.2019
		National	Frontiers in Nanoscience	Department of physics Annamalai university Annamalainagar	4.10.2018 5.10.2018
Economics	Dr.K.Sheela	national		Govt.arts college for women-sivagangai(eco& mathsb.b.a)	4.3.2019 13.3.2019 31.12.2018 9.2.2019
	Dr.K.Vennila	National international		Govt.arts college for women-sivagangai(eco Govt.arts college for women-sivagangai)(maths)	4.3.2019 13.3.2019
	Dr.A.P.Rambai	National		Govt.arts college for women-sivagangai	4.3.2019 13.3.2019 31.12.2018

				Govt.arts college for women-sivagangai Govt.arts college for women-sivagangai)	
	Dr.G.Senthi lkumar	National		Govt.arts college for women-sivagangai(ECO) Govt.arts college for women-sivagangai(MATH S) Govt.arts college for women-sivagangai)(B.B.A)	4.3.2019 13.3.2019 31.12.2018
	Mrs.Dhanal akshmi	National		Govt.arts college for women-sivagangai(ECO) Govt.arts college for women-sivagangai(MATH S) Govt.arts college for women-sivagangai)(B.B.A)	4.3.2019 13.3.2019 31.12.2018
	Mrs S.Sumathi	National		Govt.arts college for women-sivagangai(ECO) Govt.arts college for women-sivagangai(MATH S)	4.3.2019 13.3.2019
	MrsD.Hema	National		Govt.arts college for women-sivagangai(ECO) Govt.arts college for women-sivagangai(MATH S	4.3.2019 13.3.2019
	Mrs.M.Men akshi	National		Govt.arts college for women-sivagangai(ECO) Govt.arts college for women-sivagangai(MATH S)	4.3.2019 13.3.2019 31.12.2018

				Govt.arts college for women-sivagangai)(B.B.A)	
History	A.Gomathi	National	History of the Tribes of Tamilnadu	Madurai kamaraj University ,(DDE) Madurai	1.2.2018

Details of the Faculty Acted as Resource persons/ Chair persons:

S.NO	Name of the Faculty	Role	Venue and Date
1.	Mrs.R.Indra Computer science	Chairperson, Board of studies in M.sc Computer science for the affiliated colleges of Alagappa university for the academic year 2018-2019	
		Member, subject expert, Board of studies, Department of computer science, Government Arts College for women (Autonomous), Pudukottai for period of two academic years 2018-2019	
2	Mrs.R.Krishnaveni Home science	Nutrition and Health for pre-school children	Sivagangai
3	Mrs.K.Jeyachithra Home science	Nutrition and Health for pre-school children	Thirupavanam& Illayankudi
4	Dr.M.Muthukumari Home science	Nutrition and Health for pre-school children	Keelasevalpatti& Balwadi buiding
5	D.M.Sathya Marjory English	Indian writing in english	R.D.M. Arts and science college, sivagangai
	Dr.S.P.Vanjula valli English	Soft skill competancy	R.D.M. Arts and science college, sivagangai
6	Dr.V.Jeyanthi Maths	Colloquium	Ayya Nadar Janaki Ammal college, sivakasi 20.5.2019
7	DR.K.Shella Economics	Sustainable development and economic justice	Government arts college for women – sivangangai(4.3.2019
8	Dr.G.Senthilkumar	1. Drugs abuse 2. Aids awareness 3. Blood denotation	Government arts college for women – sivangangai 05.9.2018 Kannathal thrumanam mandapam OKKUR (26.02.2019)

3.4 Extension Activities

3.4.1 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 **co-ordinated** such activities	Number of students participated in such activities
Youth awareness program and employment placement	N.S.S	**3**	23
Employment awareness program	N.S.S	**3**	5
World population day and family planning rally	N.S.S	**3**	150
One day conference NSS Officers Alagappa university	N.S.S	**3**	
Women Empowerment One day conference	N.S.S	**3**	750
Independence day (Campus Cleaning)	N.S.S	**3**	150
Childe Film Kalam & Salam	N.S.S	**3**	2835
Yoga-Exercises	N.S.S	**3**	260
Disaster Management			750
Class room cleaning	Y.R.C	1	100
Cycle stand & Home Science lab backside cleaning and Remove Seemakaruvalai & Pathni	Y.R.C	1	100
Clean for India- cleaning and rally	N.S.S	3	150
Rally Digital India	N.S.S	3	50
Blood donation camp	N.S.S	3	125
Disaster Management	N.S.S	3	150
Class room cleaning	N.S.S	3	100
Cycle stand & Home Science lab backside cleaning and Remove Seemakaruvalai & Pathni	N.S.S	3	100

Two days arts for connecting training programme NSS Programme officer Dr.K.Sheela department of Eco & Dr.S.Sivagami sundari department of Home Sci	N.S.S	3	
Ramanujan birth day celebration cleaning places library plantation of tree(10.00 am to 11.00 am) Abolish of seemakaruvalai	N.S.S	3	75
Class room cleaning	N.S.S	3	
Pongal festival celebration cleaning campus after the function	N.S.S		150
Yoga exercises	N.S.S	**3**	780
Spoken English	N.S.S	3	750
Voter's day Celebration proud to be a voter – Ready to vote rally	N.S.S	3	150
Liberec awareness programme whole college student	N.S.S	3	whole college student
Three day training programme tot on entrepreneurship programme	N.S.S	3	150
Special Camp	N.S.S	3	150
Tot On Social Entrepreneurships	N.S.S	3	
Employment awareness programme			780
Function Of N.S.S Day &Women's Day Celebration –	N.S.S	3	700
College function 1.Fine Arts 2.Muthutamilvizha, 3. N.S.S, 4. Sports	N.S.S	**3**	700

Day, 5.Women's Day 6. College Day, 7.ConvocationDay			
WORLD T.B.DAY	N.S.S	3	150
Traffic Awareness & Traffic Rules	Y.R.C	1	700
AIDS Awarenes Programme	R.R.C	1	700
RRC Talent show Competition in Alagappa University	R.R.C	1	16
Our College Campus Clean	R.R.C	1	
"Road Safety Awareness" Chief Guest: C.Bakiratha Nadiyappan	R.R.C	1	
"AIDS AWARENESS" Chief Guest: Dr.G.Senthil Kumar	R.R.C	1	
Our College Campus Clean	Y.R.C	1	
The Speech Competition conducted by Seethalakshmi Aachi Women College, Pallathur Topic : How to product Natural deserter in Future	Y.R.C	1	
Road Safety Awareness Chief Guest C. Bakiratha Nachiyappan	Y.R.C	1	

3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited

3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swach 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 **coordinated** such activities	Number of students participated in such activities
Extension Activity		Women's safety awareness	4	66 (B.A. Tamil)
Extension Activity		Awareness of communication	3	69 (B.A. English)
Extension Activity		Survey on Literacy	3	55(B.Sc. Maths)
Extension Activity		Awareness of LED Bulbs	3	40(B.Sc. Physics)
Extension Activity		Pollution	3	40(B.Sc. Chemistry)
Extension Activity		Survey on smart Internet online banking, online shopping, facebook advantages and disadvantages	5	B.Sc. Computer science (I Shift) – 41 B.Sc. Computer science (II Shift) – 39
Extension Activity		Nutrition education prescribed for old age person	3	B.Sc. Home Science (I Shift) – 25 B.Sc. Home Science (II Shift) – 26
Extension Activity		Women entrepreneur	3	B.Com (I Shift) – 53 B.Com (I Shift) - 53
Extension Activity		Dengue awareness and consumer production	3	BBA (I Shift) – 47 BBA (II Shift) – 41
Extension Activity		Women's Right	3	B.A Economics – 40
Extension Activity		Awareness to plant traditional medicinal plants and its importance	4	B.Sc. Botany-38
Extension Activity		Dengue fever awareness	3	B.Sc Zoology-18
Extension Activity				

3.5 Collaborations

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

Nature of Activity	Participant	Source of financial support	Duration

3.5.2 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-To)**	participant
Training	Internship	**Shenbagam Hospital Vadamalayan Aashirvadham Meenakshi Apollo**	1 month 1 month 1 month 1 month 1 month	**III-B.sc.(H.Sc)I Shift-16 III-B.sc.(H.Sc)I Shift-08 III-B.sc.(H.Sc)II Shift-11 III-B.sc.(H.Sc)II Shift-12 II-M.Sc.(H.Sc)I Shift-14**

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

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
	NIL		

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
PWD CIVIL	22,00,000
PWD ELECTRICAL	4,00,000
TOTAL	26,00,000

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	35855 sqm	
Class rooms	22	4
Laboratories	7	
Seminar Halls/Auditorium	1	
Classrooms with LCD facilities	5	
Classrooms with Wi-Fi/ LAN	-	
Seminar halls with ICT facilities	1	
Others	-	
Gymnasium	1	

Number of OHPs	1	
Number of Television	1	
MFD-Multi functioning Device	40	
Xerox Machine	12	
Mobile Speech Amplifier	1	

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

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	14215	200000	637	200000	14853	400000
Reference Books		38				
e-Books	NIL					
Journals	NIL					
e-Journals	NIL					
Digital Database	-					
CD & Video	-					
Library automation	-					
Weeding (Hard & Soft)	-					
Others (specify)	-					

4.3 IT Infrastructure

4.3.1 Technology Up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	133	UG Lab-72 PG Lab-27 Language Lab-	**All department , office and principa l room**	-	-	3	10	2 Mbps	

		12 CLP Lab-12 Departments-10								
Added	50	-	-	-	-	-	-		
Total	183	5	13	-	-	3	10		-

-

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

Nil

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

4.3.4 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

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
Cost of Books / Notes/Slates etc - 2,00000 Stores & Equipments 1,50,000	Machinery & Maintainence - 24,000		PWD CIVIL22,00,000 PWD ELECTRICAL4,00,000

4.4.2 Procedures and policiesfor maintainingandutilizingphysical,academicand support facilities - laboratory, library, sportscomplex,computers,classrooms etc. *(maximum 500 words)*
(information to be available in institutional Website, provide link)
For upgrading laboratory facilities funds are allotted by the Government on various heads (Non – Plan): Stores & Equipment, Machinery & Equipment (Purchase & Maintenance), Library Books & Periodical Maintenance. For maintaining civil work and electrical work in the campus, funds are

allotted separately. Refer 4.1. For enriching sports amenities every year students are contributing and funds allotted for civil work is utilized for ground maintenance. Separate proposals are send to the Government for purchasing computers as and when need arises, approved and purchased via central purchase.

LINK:

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	BC MBC/DNC SC/ST SCA	831 426 509 1	4185113

Financial support from other sources

a) National	NIL
b) International	NIL

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
NIL			

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 by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2017-18	Skill base subject(competitive xam)	All second year	All third year	0	0

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	No. of grievances redressed	Average number of days for grievance redressal

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
			Program of Study	**Number of Students/ Scholars Placed**	**Average Monthly Salary(Rs)**
-	-	-	UG	4	Group IV-3 & Police -1
			PG	4	Group IV
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
2017-2018	M.Sc -8 B.Ed -6	B.Sc	Physics	RDM College (Sivagangai) Tamil Nadu Educational university.	M.Sc B.Ed
2017-2018	M.Sc -5	B.Sc	Home Science	GACW College (Sivagangai)	M.Sc
2017-2018	M.A-18 B.Ed -7	B.Sc	Tamil	GACW College (Sivagangai), RDM College (Sivagangai), Tamil Nadu Educational university.	M.A ,B.Ed
2017-2018	M.A-6	B.A	English	RDM College (Sivagangai)	M.A
2017-2018	M.Sc-16 B.Ed-2 M.Phil-3	B.Sc M.Sc	Chemistry	RDM College (Sivagangai) GACW College (Sivagangai)	M.Sc B.Ed M.Phil

				Alagappa Arts College (Karaikudi), Tamil Nadu Educational university.	
2017-2018	M.Com-16 M.Phil-2	B.Com M.Com	Commerce	GACW College (Sivagangai), Mother Teresa College, MSN (Poovanthi).	M.Com M.Phil
2017-2018	M.Sc -11 M.B.A-1 M.Phil-1	B.Sc M.Sc	Computer Science	GACW College,(Siva gangai), Alagappa University, MSN College (Poovanthi)	M.Sc M.B.A M.Phil
2017-2018	M.Sc -12 M.Phil-1 B.Ed-12	B.Sc M.Sc	Maths	GACW College, (Sivagangai), RDM College (Sivagangai).	M.Sc M.Phil B.Ed
2017-2018	M.A-8	B.A	Economics	GACW College, (Sivagangai).	M.A
2017-2018	M.Sc-7	B.Sc	Botany	RDM College (Sivagangai)	2017-2018
2017-2018	M.Sc-7	B.Sc	Botany	RDM College (Sivagangai)	M.Sc
2017-2018	MBA-12 M.A(Economic s)-1 M.Com-2	BBA	Business Administratio n	SNS Engineering College (Coimbatore), Alagappa University, Michel Engineering College (kalaiyar kovil),	MBA, M.Com, M.A (Economics)

					GACW College (sivagangai).	

5.2.3Students 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	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	NIL	
SET	-	
SLET	-	
GATE	-	
GMAT	-	
CAT	-	
GRE	-	
TOFEL	-	
Civil Services	-	
State Government Services	Group IV-2 & Police – (1)	Sangeetha & Kalaimathi Panjavaram
Any Other	-	

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

Activity	Level	Participants
Classical Dance Solo	College level	Our College Students
Classical Dance Group	College level	Our College Students
Dance Solo	College level	Our college students
Solo Song	College level	Our college students
Song Group	College level	Our college students
Tamil Drama	College level	Our college students
English Drama	College level	Our college students
Just a Minute	College level	Our college students
Mime	College level	Our college students
Turn coat	College level	Our college students
Mehendi competition	College level	Our college students
Rangoli	College level	Our college students
Art from waste	College level	Our college students
Flower Carpet	College level	Our college students

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/ International	Sports	Cultural	Student ID number	Name of the student
2018-19	-	University Level	Football	-	-	1.S.Prabha 2.S.Sumathi

			(Runner)			3.V.Indumathi 4.M.Backialakshmi 5.M.Ajitha 6.M.Meenakshi 7.M.sharmila 8.G.Madhumitha 9.M.Dhanalakshmi 10.S.Divya 11.K.Backialakhmi 12.S.Pandiyarasi 13.D.Manjuladevi 14.K.P.Anusiya devi 15.K.P. Ashayadevi 16.A.Sathiya 17.S.Revathy 18.A.Ramani
2018-19		South zone	Hand ball			G.Nanthini
2018-19		South zone	Kabaddi			Aarthi
2018-19		South zone	Football			Sharmila Mathumitha Divya Dhanalakshmi Prabha
2018-19		South zone	BasketBall			Jothieswari
2018-19		State level Selected	Badminton			lavanya
2018-19		State level Selected				kirthika Jothieswari Kowsalya
2018-19		State level Selected	Kabaddi			Aarthi

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

GACW's Student Council(SSC) representatives actively participate in various activities. They help in coordinating all the events related to academics and other curricular& Extracurricular activities, as per the directives of teaching faculty. Council has the members of faculty and students. They do lot of academic administrative work by taking the help of other students. They also motivate other students to take part in the activities conducted by the institute. They work as a medium between faculty and students.

SSC and its Members :2018-19

S.no	Designation	Member
1.	Union President	PRINCIPAL
2.	Chairman of the Council	S.Mahalakshmi III B.Sc(CS)
3.	Vice Chairman of the council	M.Keerthika III B.A(ENG)

4.	Secretary of the Council	G.Ishwarya III BBA
5.	Treasurer	R.Azleen farsana II B.Sc Home science
6.	Fine Arts Secretary	M.Vanaja III BBA
7.	Sports Secretary	K.VeeralakshmiIIIBA(Eng)
8.	UG Representative	M.Paramashwari III B.Sc(CS)
9.	PG Representative	A.Madhubala II M.Com
10.	Audio-video Representative	S.Keerthana III B.Sc Physics
11.	NSS Representative	M.Subitha II B.Sc Home science

5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words): **yes**

5.3.2 No. of registered enrolled Alumni:

572

5.3.3 Alumni contribution during the year (in Rupees) **:**

3,09,200/-

5.3.4 Meetings/activities organized by Alumni Association **:**

PRINICIPAL & VANJULAVALLI Asst Prof in English (OSA INCHARGE) Govt.Arts college for Women –Sivagangai

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)

6.1.2 Does the institution have a Management Information System (MIS)?
Yes/No/Partial:

NO

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)**:**

❖ Curriculum Development:
    *Periodical revision of Syllabus by the board of Studies.

❖ Teaching and Learning
    * Field training, internships and academic oriented extensive activity were carried out to have practical knowledge, social responsibility and accountability.
    *Computer aided teaching methods, Assignment, Seminars, Projects, Internships, Educational Tours, Quiz Programmes, Industry Visits and Use of language Laboratories,etc

• 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 student

❖ Research and Development
*A Research Forum is launched by the department of Tamil and Commerce to develop the research acumen of the budding scholars.
❖ Library, ICT and Physical Infrastructure / Instrumentation
* Total area of the Library is 500.sqft and the total seating capacity is 150 students at a time.
* reading room.
* Computers, Xerox machines, public address system, water purifiers, LCD and smart board facilities are provided for all departments of the college that has enabled quality of teaching and communication.
❖ Human Resource Management
* Steps are taken to fill all existing teaching 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 person.
❖ Industry Interaction / Collaboration
* The collaboration of certain department with the local organisations helped the students to train their professional skills and employability.
❖ Admission of Students
* The received application forms are computerised, rank list is prepared based on merit out of 800 marks in XII standard except languages and admission is based on merit and quota as per Government norms. The admission process is carried out transparently through open counselling system, which ensures equal opportunity to all the applicants.
* For PG, based on the UG marks,rank list is prepared and students are admitted based on Rank list and Quota department wise.
* For M.Phil Courses, entrance exam is conducted and admissions are given on the basis of entrance mark and PG mark.
6.2.2 :   Implementation of e-governance in areas of operations:
❖ Administration
Students and faculty achievements, academic activities, extracurricular activities etc., are updated in the website yearly.
❖ Finance and Accounts
Staff pay bill is prepared online. Payment to various bills are paid via online. Scholarship details are uploaded online
❖ Student Admission and Support:
The received application of form 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 application
The College Development Council of the university offers expertise to promote and protect the autonomy status of the college
❖ Examination
Final semester examination results are evaluated and published in the internet. Students are able to view their results. Syllabus also given in the Alagappa University Website (www.alagappauniversity.ac.in)
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
		NIL		NIL

6.3.2 Number of professional development / administrative training programmes organized by the College 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	Dates (from- to)	Year	Title of the professional development programme organised for teaching staff
Nil	Nil	Nil		Nil	Nil

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	Date and Duration (from – to)
Refresher course	Dr S.P.Vanjalavalli	18.12.2018-07.01.2019
Refresher course	Dr.A.P.Ramabai	18.12.2018-07.01.2019
Refresher course	Dr. RajaRajeswari	18.12.2018-07.01.2019

6.3.4   Faculty and Staff recruitment (no. for permanent/fulltime recruitment):

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
22	Fulltime	7 (Permanent) 1(Temporary)	Fulltime

6.3.5 Welfare schemes for

Teaching	NIL
Non teaching	NIL
Students	BC,MBC/DNC,SC/ST

6.4 Financial Management and Resource Mobilization

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

 The institute has a mechanism for internal and external audit. We have our own internal audit

mechanism where internal audit is an ongoing continuous process in addition to the external auditors to verify and certify the entire Income and Expenditure and the Capital Expenditure of the Institute each year. Qualified Internal Auditors from external resources have been permanently appointed and a team of staff under them do a thorough check and verification of all vouchers of the transactions that are carried out in each financial year. Likewise an external audit is also carried out on an elaborate way on quarterly basis. The institutional accounts are audited regularly by both Internal and statutory audits. So far there have been no major findings / objections. Minor errors of omissions and commissions when pointed out by the audit team are immediately corrected / rectified and precautionary steps are taken to avoid recurrence of such errors in future. The institute regularly follows Internal & external financial audit system

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/ Grants received in Rs.	Purpose

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	Other College Staff	Yes	Other Department Staff
Administrative	Yes	Directorate of Collegiate Education	Yes	Office

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

   * 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 Week students.

6.5.3 Development programmes for support staff (at least three)

       * The office administrative staff is given training in computer and networking

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

6.5.5
a. Submission of Data for AISHE portal : (Yes /No)   **Yes**
b. Participation in NIRF   : (Yes /No)   **No**
c. ISO Certification   : (Yes /No)   **No**
d. NBA or any other quality audit   : (Yes /No)   **No**

6.5.6 Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to------)	Number of participants
2018-19	One National workshop on the title "Ilakkiangalil magalir" conducted	**26.6.2018**	One day	Whole college students

	by Department of Tamil			
	One National workshop on the title "the role of celebrities advertisement " conducted by Department of Business Administration	**31.10.2018**	One day	Whole college students
	One National workshop on the title" Awareness about legal rights for women" conducted by Department of history and economics"	**1.11.2018**	One day	Whole college students
	One day seminar conducted by department of English	**31.12.2018**	One day	101 students
	One day national conference on recent trends on pure and applied mathematics conducted by department of Maths	**13.2.2019**	One day	
	One day Seminar on "awareness programme on digital resources " conducted by department of chemistry	**19.2.2019**	One day	
	One day Workshop on "career readiness and tally job opportunities in GST domain " conducted by department of commerce	**26.2.2019**	One day	325

	One day Workshop on "Photoshop and corel draw" conducted by department of computer science	13.3.2019	One day	283

CRITERIONVII –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-to)**	Participants	
		Female	Male
Special Camp	13.3.2018 to 19.03.2018	100	-
Awareness of youngsters	05.05.2018	100	-
Employment camp	11.07.2018	All Students	-
Women Empowerment	12.07.2018	All Students	-
Kalam salam film	10.07.2018	All Students	-
Awareness of Yoga	24.08.2018	All Students	-
Disaster Management	28.08.2018	All Students	-
Aware ness of Clean	30.08.2018	850	-
Cleaning Day	21.09.2018	All Students	-
Blood Donation camp	16.09.2018		-

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources

Solarpanel

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	YES	All the Differently Abled students can avail the facilities
Provision for lift	-	
Ramp/ Rails	YES	
Braille Software/facilities	-	
Rest Rooms	-	
Scribes for examination	-	
Special skill development for differently abled students	-	
Any other similar facility	-	

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to	Number of initiatives	Date and duration	Name of the initiative	Issues addresse	Number of participating

	address locational advantages and disadvantages	taken to engage with and contribute to local community	of the initiative		d	students and staff
2018-2019		Extension activities	Sep 2018	Alagappa university Syllabus SBS III Semester(7 BEA3) Part IV	Refer 3.4	All second year students

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
1.Dress code		**Every student should come to the college in clean and descent. Chudi, saree and half saree**
2. Identity Card		**Every Student should wear identity card before entering the campus**
3.Attendance	**Though out year**	**All students are advised to maintain attendance more than 75 percentages.**
4. Leave letter		**Allowed to take leave only after students are submitting leave letter to the Class Incharge. In case of emergency they have to submit after coming to college with parent's sign.**
5.Mobile phone not allowed	**Though out year**	**Bringing Cell phone inside the campus is strictly prohibited**
6.General Rules	**Though out year**	**The Principal of the college has complete power over the maintain of the discipline of**

		the student of the college. The Principal may frame from time to time disciplinary rules for both student and staff in lieu of regulating the conduct with in the college. Students and staffs are instructed to follow the timeline strictly. Students are advised to switch off fans and tube lights when not in use and turn off water pipe also.

7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-------to-------)	Number of participants
Yoga	2018-2019	All second year students
Awareness of youngsters	05.05.2018	100
Employment camp	11.07.2018	All Students
Women Empowerment	12.07.2018	All Students
Kalam salam film	10.07.2018	All Students
Awareness of Yoga	24.08.2018	All Students
Disaster Management	28.08.2018	All Students
Aware ness of Clean	30.08.2018	850
Cleaning Day	21.09.2018	All Students
Blood Donation camp	16.09.2018	whole college student
"AIDS AWARENESS" Chief Guest: Dr.G.Senthil Kumar	05.9.2018	whole college student
Prayer	Daily	whole college student

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)

   ***Plastic cups and bags are banned in the canteen functioning within the campus
   * conservation of biodiversity are organised
   *   declared Plastic free to adorn green tag by planting Saplings to create an aesthetically alluring ambience

7.2 Best Practices

Describe at least two institutional best practices
Upload details of two best practices successfully implemented by the
institution as per NAAC format in your institution website, provide the link
College focus on 'Total Quality Education' which aims at employability and social responsibility.

*Effort taken to expose the students about the Jon opportunities.
*Smart Board teaching techniques 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.
*Non major elective paper are introduced at the under graduate level.
*Effective feedback mechanism helps the faculty and students perform to the best of their abilities.
*Remedial classes are conducted for academically low achievers.
*Encourage the students to actively participate in sports activities.
*Idea generation competitions are regularly conducted to tap the creative resource of the students.
*With the help of social activities and police force, students are given the needed counselling through expert counsellors and peer counsellors. Counselling cell track the behavioural problems of the student and offers mentoring services to the students.
*Close monitoring of the usage of plastics in the college and the college in declared as 'plastic free zone'.
*Gender and legal justice awareness programmes are organized and students are educated on gender issue, cybercrimes etc.
*Facilitated the students to enrol their names in the voter list by conducting government camp in the college premises.
(**link)**

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust

A high quality of academic excellence can provide value added experience for the students. The positive outcomes are achieved by designed the curriculum to meet the national requirements and through teaching learning methods blended with ethical values. It structured induction of the student into the curriculum enables to visualize the career opportunities and the approach towards achieving them.

Through proper planning and strategies, the institution focuses at delivering to its best ability the vision of the college. The nation in general and the state in particular, is marred with problem unemployment among educated youth.Therefore, the need for "skill based education is becoming more vocal in present times.

The girls of our College excel in Inter-College and Inter-University sports. They participate in Inter-College and Inter-University Tournaments like Kabaddi, Kho Kho and Football. The NSS wing of our College does a marvellous job by producing cadets with performances at the College level.

The college aims at creating a hatching ground for the students to develop their hobbies and achieve success in life. The centres are steps towards facilitating the students with the required knowledge, experience and exposure to pursue their dreams with gainful employment. With the skills gained, the student becomes more determined and confident in facing the future.

8. **Future Plans of action for next academic year (500 words)**

- Clean & Green campus
- Digital Notice board for interactive/ real time publication of emergency notices.
- Introduction Standardized mechanism for reporting to IQAC.
- Workshop for students on skill development programme.
- Awareness Programme on Entrepreneurship for students.
- Proposal for increasing the department seminar per department.
- Organisation of more seminars/workshops on Use of ICT in Quality teaching \Learning, Research Methodology & Environment.
- Dedicated software for Statistics.(SPSS)
- More ICT enabled class-room.
- Creation of new teaching posts in Dept of Physics, Home Science, Computer Science, Maths, Chemistry.
- Biometric Attendance System for Faculty & Staffs.
- Preparing for NAAC 2nd Cycle.

Name _____   *Name _____*

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

Abbreviations:

CAS	-	Career Advancement Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution

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For Communication with NAAC

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