

# Annual Quality Assurance Report (AQAR)

(2016 – 2017)



*Submitted to*

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**Bangalore, India.**

**IDHAYA COLLEGE FOR WOMEN**

(Accredited by NAAC with 'B' Grade with a CGPA of 2.49)

Affiliated to Alagappa University

**SARUGANI - 630 411**

**TAMIL NADU**

**SIVAGANGAI DISTRICT**

**21<sup>st</sup> April 2017**

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# IDHAYA COLLEGE FOR WOMEN

(Accredited by NAAC with 'B' Grade with a CGPA of 2.49)

Affiliated to Alagappa University

SARUGANI, SIVAGANGA DIST - 630 411

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

AQAR for the year (for example 2013-14)

2016 - 2017

#### 1. Details of the Institution

1.1 Name of the Institution

IDHAYA COLLEGE FOR WOMEN

1.2 Address Line 1

AROCKIA NAGAR

Address Line 2

City/Town

SARUGANI

State

TAMIL NADU

Pin Code

630 411

Institution e-mail address

idhayawomenscollege@gmail.com

Contact Nos.

04561 - 276272

Name of the Head of the Institution:

Dr. Sr. Jasmine Thanga Kumari

Tel. No. with STD Code:

04561 - 276272

Mobile:

9751430537/9578131492/8526286433

Name of the IQAC Co-ordinator:

Dr. R. Vijayalakshmi

Mobile:

9486483621

IQAC e-mail address:

ldhayaiqac1@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) :

TNCOGN18208

**OR**

1.4 NAAC Executive Committee No. & Date:

EC(SC-4)/DO/2014/18

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

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

**1.5 Website address:****www.idhayasarugani.in**

Web-link of the AQAR:

**www.idhayasarugani.in/AQAR2015-16.DOC**For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>**1.6 Accreditation Details**

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.49	2014-15	2014-2019

**1.7 Date of Establishment of IQAC : DD/MM/YYYY****06/09/2012****1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)**i. AQAR 21<sup>ST</sup> APRIL 2016 (DD/MM/YYYY)**1.9 Institutional Status**

University

State  Central  Deemed  Private 

Affiliated College

Yes  No 

Constituent College

 Yes  No

Autonomous college of UGC

Yes  No 

Regulatory Agency approved Institution

Yes  No 

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education

 Men  Women 

Urban

Rural

Tribal

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

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

**1.10 Type of Faculty/Programme**

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

**1.11 Name of the Affiliating University (for the Colleges)**

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

**Autonomy by State/Central Govt. / University**

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes  Any other (Specify)

UGC-COP Programmes

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	09
2.2 No. of Administrative/Technical staff	01
2.3 No. of students	01
2.4 No. of Management representatives	02
2.5 No. of Alumni	01
2.6 No. of any other stakeholder and community representatives	03
2.7 No. of Employers/ Industrialists	02
2.8 No. of other External Experts	02
<b>2.9 Total No. of members</b>	<b>21</b>

<b>S.NO.</b>	<b>NAME</b>	<b>DESIGNATION</b>
1.	Dr. Sr. Jasmine Thanga Kumari	Principal, Chairman, IQAC
2.	Dr.R.Vijayalakshmi	Coordinator, IQAC
<b>Teachers</b>		
1.	Mrs. K. Vairalakshmi	HOD of Tamil
2.	Mrs. SP. Vishalakshi	HOD of English
3.	Mrs. SP. Sigappi	HOD of Business Administration
4.	Dr. S. Selvarani	HOD of Commerce
5.	Mrs. S. Nagendra	HOD of Computer Science
6.	Mrs. S. Punitha Mary	HOD of Computer Application
7.	Ms. K. Vidhya	HOD of Maths
8.	Ms. T. Tamilarasi	HOD of Physics

S.NO.	NAME	DESIGNATION
<b>Administrative Staff</b>		
1.	Rev. Sr. Periyamayagi Mary	Administrator
2.	Mrs.V.Sathyavathy	Librarian
<b>Alumni / Student</b>		
1.	Mrs. R. Kanmalar	Asst. Professor of Commerce
2.	Ms. A. Sahayarani	Student of BBA
<b>External Experts / Management Representatives</b>		
1.	Rev. Sr. Maria Josephin	Vice Principal
<b>Employers/ Industrialists /Stakeholders</b>		
1.	Mr. Francis	Panchayat President
2.	Mr. Pakkir Mohaideen	Secretary, PTA
3.	Mr. L. Prakash	Business
4.	Mr. V. Kannadasan	Treasurer, PTA

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No.  Faculty

Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes  No

If yes, mention the amount

**2.13 Seminars and Conferences (only quality related)**

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

Total Nos.  International  National  State  Institution Level



(ii) Themes

**Developing the Teaching skill – on the Psychological base  
How to be an Effective Teacher?.  
Language Training for improvising the Communication Skill**

#### **2.14 Significant Activities and contributions made by IQAC**

- ☞ News paper reading & practicing of vocabulary building.
- ☞ Celebration of Shakespeare's Day.
- ☞ IQAC has conducted Medicare for student teachers.
- ☞ Environmental Awareness & sustainable activities.
- ☞ IQAC implemented the process of maintaining teaching plan (lecture plans) by each teacher, weekly worksheets and teacher's diary to continuously monitor and improve teaching learning process.
- ☞ Time tables for practical and theory classes are planned in three sessions by considering the students' convenience especially from the communication point of view.
- ☞ IQAC has insisted and encouraged the use of ICT for enhancing the quality of teaching-learning process.
- ☞ Teachers evaluation by students was conducted on 17.10.2016 and 20.03.17.
- ☞ Staff orientation programme and Faculty Development Programme were also conducted.
- ☞ IQAC has also contributed in the field of Examination reforms.
- ☞ AISHE database prepared.

#### **2.15 Plan of Action by IQAC/Outcome**

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
Execution of IQAC recommendations.	Academic Audit was conducted.
Organize more national / international seminars	Conducted National/International Seminars/Workshops
To update one or two UG courses into PG	One PG course was updated in Physics.
Admission – all the seats are aimed to fill up.	All the seats were almost filled up.
Encouraging the faculty to attend and present papers on seminars at various levels and publish papers in reputed journals.	Our Faculty Members attended and presented papers on seminars at various levels. Published papers in reputed journals. Also acted as resource persons.
Conduct faculty enrichment programme and orientation programme for staff and students	Orientation and faculty Development Programmes were conducted
To increase the transportation facilities.	Transportation facilities increased.

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

**2.15 Whether the AQAR was placed in statutory body**    Yes     No

Management     Syndicate     Any other body

Provide the details of the action taken

**Reviewed and approved by the Management**

**Part – B**  
**Criterion – I**

**1. Curricular Aspects**

**1.1 Details about Academic Programmes**

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	05	01		
UG	12			
PG Diploma	01			
Advanced Diploma				
Diploma		02		
Certificate				
Others				
<b>Total</b>	<b>18</b>	<b>03</b>		

Interdisciplinary				
Innovative				

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

**(ii) Pattern of programmes:**

Pattern	Number of programmes
Semester	UG:12; PG:06
Trimester	
Annual	03

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

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

***\*Please provide an analysis of the feedback in the Annexure***

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

Once in every three years syllabi is updated by our affiliating University. We follow the norms of University.

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

M.Sc., Physics, Diploma in Beautician, Fashion Technology and Costume Designing

## Criterion – II

### 2. Teaching, Learning and Evaluation

**2.1 Total No. of permanent faculty**

Total	Asst. Professors	Associate Professors	Professors	Others
69	65	4		

**2.2 No. of permanent faculty with Ph.D.**

05

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
26	16								

**2.4 No. of Guest and Visiting faculty and Temporary faculty**

-	-	-
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**2.5 Faculty participation in conferences and symposia:**

No. of Faculty	International level	National level	State level
Attended Seminars/		10	13
Presented papers	14	17	-
Resource Persons			01

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

- ✓ ICT enabled Teaching Learning Process followed
- ✓ E-learning
- ✓ Language Lab
- ✓ Career Guidance
- ✓ Encouraging the students to attend workshops

2.7 Total No. of actual teaching days

during this academic year

180

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

- ✓ Evaluation of students is based on both Continuous Internal Assessment (CIA) and the Semester Examinations (Alagappa University) with an allotment of 25% and 75% marks respectively.
- ✓ Different methods of assessing the student – weekly tests, Model examination, quiz, seminars, assignments and projects.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

03

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

94%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Sc., Mathematics	63	29	29	3	-	96.8
B.Sc., Physics	32	4	14	1	-	59.3
B.Sc., Bio-Chemistry	12	2	10	-	-	-
B.Sc., Computer Science	51	4	36	5	-	88.2
B.C.A.,	30	2	24	1	-	90
B.A., English	77	10	28	21	4	81.8
B.Com., Computer Applications	45	3	24	16	-	96
B.Com.,	19	-	6	8	-	74
B.B.A.,	13	1	4	8	-	100
B.A., Tamil	9	1	8	-	-	100

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
M.Com., CA	14	-	13	1	-	100
M.Sc., Computer Science & Information Technology	15	2	13	-	-	100
M.A., English	7	3	3	1		100
M.Sc., Bio Chemistry	4	3	1	-	-	100
M.Sc., Mathematics	11	3	8	-	-	100

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

- ✓ Year Plan preparation helps to achieve the goals
- ✓ Conducting academic audit through interaction with departments.
- ✓ Suggesting to conduct remedial programmes.
- ✓ Conducting Teachers Evaluation by the students.
- ✓ Providing Language Training to the staff and students.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	68
Faculty exchange programme	
Staff training conducted by the university	03
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	
Others	68

## 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	05			
Library Staff	02			
Technical Staff	02			



## Criterion – III

### 3. Research, Consultancy and Extension

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

- ✓ Encourages Paper Presentation, Paper Publication in refereed journals.
- ✓ Around 34 seminars and associations were conducted by the various departments.
- ✓ Three International level research papers were published.
- ✓ Thirty One papers published in International and National level conferences.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals			
Non-Peer Review Journals	12	16	
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges  
Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	05	03	01	01	24
Sponsoring agencies					College

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

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

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

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

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level

National level  International level

3.22 No. of students participated in NCC events:

University level  State level

National level  International level

3.23 No. of Awards won in NSS:

University level  State level

National level  International level

3.24 No. of Awards won in NCC:

University level  State level

National level  International level

### 3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

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

- ☞ Blood donation Camps
- ☞ A free medical camp was conducted by **New Raj Blood Test Lab, Karaikudi** with the support of **Women Cell** to the people of adopted village and Sarugani. 63 tests including Blood Pressure, Blood Cholesterol, Thyroid, Sugar at the concession rate of Rs.200/- and diagnosed report was given.
- ☞ Medical Camp tied up with Arockia Hospital, Sarugani
- ☞ Medical Camp tied up with Cauveri Hospital, Karaikudi.
- ☞ Nursing the old age people at Leve Old Age Home, Arockia Hospital, Sarugani like nail cut, combing the hair, bathing, washing their dresses, interacting with them and entertain them
- ☞ Cleaning the Old Age Home and offering washing powder, soap, Dettol, phenol, walker and wheel chairs etc
- ☞ Cleaning and sanitising public places, panchayat places and the places of adopted villages
- ☞ Serving the Mentally Retarded Children at Gunellians, Yesuvanam and offering dresses, entertain and also provided food to them
- ☞ Giving awareness programme through Rally for Voters Day, Dengue Awareness, Tuber Closes and Removal of Seemai Karuvelam.
- ☞ Participating and supporting the Jallikkattu Movement and to oppose PETA.
- ☞ Saplings and trees were planted in and around our campus and in panchayat.

- ☞ Statistical Data was observed from adopted villages to identify the widows economically backward.
- ☞ Distributing coconut tree saplings and goats (pair) to the destitute widows.
- ☞ Donating for blind association.
- ☞ Training was given to the ladies of adopted villages (Poradappu and Vellikatti) related to Candle Making, Computer Sambirani Cake Making, Phenol and Blue Liquid.
- ☞ An awareness program was conducted on “**Legal Rights of Women**” to the destitute widows.
- ☞ On commemoration of **Dr.A.P.J. Abdul Kalam’s Birthday anniversary**, our **Women Cell Club** planted saplings at District Teacher Training Institute, Kalayarkovil.
- ☞ Goats (pair) and coconut tree saplings were offered to the widows those who are needy for their living being.

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	10 acres and 35 cents			10 acres and 35 cents
Class rooms	62			62
Laboratories	8	2	Management	10
Seminar Halls	3	-	-	3
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)		<b>3,82,994</b>	Management	<b>3,82,994</b>
Others		<b>60,35,609</b>		<b>60,35,609</b>

#### 4.2 Computerization of administration and library

A system service engineer is appointed by the management for the maintenance of the computers and its accessories. If any problem arises in any of the computers, it is informed to the system service engineer then and there and takes necessary steps to maintain the instruments like UPS, Battery, Printers, Xerox Machines and systems in automated library in good condition. Apart from that, system maintenance and software installation were also done in every semester.

Measures like periodical checking and stock taking twice in a year are done to maintain books and journals in the library in good condition.

- ☞ Library provides open access to staff and students.
- ☞ At the beginning of every semester, the librarian explains the students the method of using and maintaining the library resources.
- ☞ Journals and magazine are kept in open tracks.
- ☞ The librarian and a library assistant ensure the use and security of resources in the library.

☞ All the research publications and articles were downloaded through e journals & e books which enables the students and staff to do their project work and publications in reputed journals.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	6,426	12,21,703	257	1,26,953	6,683	13,48,656
Reference Books	564	1,29,579	16	6540	580	136119
e-Books	-	-	-	-	-	-
Journals	20	56,483	5	11140	25	67,623
e-Journals	INFLIBNET CONNECTED					
Digital Database						
CD & Video	210	-	-		260	-
Others (specify)	6,426	12,21,703	257	1,26,953	6,683	13,48,656

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	150	107	128	-	-	07	08	28
Added	08	08	08	-	-	-	-	-
Total	158	115	136	-	-	07	08	28

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

☞ Every conference hall has provided with computers, LCD and internet system. Expansion of E-technology has enhanced the use of computers in curriculum development, teaching-learning, evaluation and research.



- ☞ Students are encouraged to make use of computers for Power Point Presentations for their seminars and projects.
- ☞ Internet browsing is available for teachers and students at the lab.
- ☞ Wi-fi connection is available for internet access.
- ☞ Forty Two CCTV cameras are installed.
- ☞ 24 hours security system is provided to ensure safety to women.

4.6 Amount spent on maintenance in lakhs :

i) ICT	<b>3,41,438</b>
ii) Campus Infrastructure and facilities	<b>44,96,129</b>
iii) Equipments	<b>8,46,063</b>
iv) Others	<b>8,67,134</b>
<b>Total :</b>	<b>65,50,764</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- ☞ Internet facility with Wi-Fi connectivity is made available throughout the campus to support the students in enhancing their knowledge with easy digital access.
- ☞ Induction day for the fresher's, where in all the coordinators & conveners of different committees briefed the students about curricular & extracurricular activities
- ☞ The college is catering to the needs of students belonging to deprived communities of Scheduled castes, Scheduled tribes, other backward classes and low-income groups.
- ☞ SC and ST Students are encouraged to continue their education by way of Scholarships from Government and Non – Government Organizations
- ☞ Subject wise special coaching classes for slow learners are conducted during the evening hours.
- ☞ Entrepreneurship Development Cell organizes periodical meetings with industrialists, entrepreneurs and chief executives of various concerns to enhance the entrepreneurship skills among the students.
- ☞ Industry Institute Interaction cell builds a good relationship between the Industry and Institute for the welfare of the students by organizing regularly guest lectures, seminars, workshops, conferences, industry visits, in-plant training, internships and campus connect programmes.
- ☞ Placement & Training Cell organizes various training programmes to mould the students with core competency and employability.
- ☞ Library is equipped with various books, references, journals and e-journals to supplement the thrust of students and to enrich their self-learning ability.
- ☞ A Grievance Redressal Cell is constituted to address the grievances of the students and parents through feedback.
- ☞ Student association in each department organizes various programmes to widen their exposure in their respective field.
- ☞ National Service Scheme [NSS], Rotaract club, & other clubs encourage the students to take part in community development activities.

- ☞ Student support services like multi-disciplinary forums, association with professional bodies, alumni interactions, student forums / clubs, language laboratory, cash incentives to student achievers are provided.
- ☞ Women Development Cell empowers the girl students and female faculty members.
- ☞ The undertaking of Anti ragging committee Affidavit is being automated.
- ☞ Students' feedback system is followed to obtain opinion from them about the effectiveness of the faculty and the facilities in the college
- ☞ Anti-Ragging awareness created among the students.

## 5.2 Efforts made by the institution for tracking the progression

- ☞ Personal growth sessions are conducted in all departments.
- ☞ Tracking the progress of students through Cycle Test, Assignments, Model exams, counselling.
- ☞ Various committees to support the students such as Student welfare, Grievances and Redressal, Women's welfare etc
- ☞ Periodic Parent - Teachers meeting to convey the progress of wards and to elicit their views on various issues.
- ☞ Department meetings are being conducted twice in a month to monitor the progress of the action plan. Academic audit is being conducted every semester to evaluate the progress.
- ☞ Internal Quality Audits are being conducted every year to review the attainment of the quality objectives.
- ☞ Endowments are created for prizes to be given to rank holders and achievers.

### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1139	121	-	-

(b) No. of students outside the state

-

(c) No. of international students

2

No	%

Men

No	%
1260	100

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
05	169	-	969	05	1148	1064	181	-	13	2	1260

**Demand ratio: 1.2**

**Dropout: 2.1%**

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

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET  SET/SLET  GATE  CAT

IAS/IPS etc  State PSC  UPSC  Others

5.6 Details of student counselling and career guidance

### Student Counselling

- ☞ Counselling is provided by the qualified counsellors to the students as a psychological support.
- ☞ Counsellors counsel students of poor academic performance, for their improvement in the studies.
- ☞ Full Moon Day celebrations are being organized for hostel students for their mental relaxation.

### Career Guidance

- ☞ The Career Guidance and Placement Cell is catering to the needs of students.
- ☞ Organize programmes to create awareness on the importance of higher studies in India and abroad.

The Placement Cell is continuing its activities to guide the students towards meaningful jobs as

the logical consequence to their educational pursuits. It is very gratifying to record that many students get employment after the completion of their studies with the continuous support of our placement trainers. Efforts to proliferate the idea of the need for training oneself for employment, honing one's skills and acquiring additional skills, especially communication skills are the key activities of the Career Guidance and Placement Cell.

Placement Cell Orientation Programme was organized and the resource persons were Rev.Fr.Alex, Asst. Parish Priest, Rev. Fr. Gabriel, Director, Vazhikaatti, Trichy and Mr. Raja, Trainer, Vazhikaatti, Trichy. The schedule of the programme focused on Personality Development, Interview Techniques and Resume Preparation. The students were also trained on improvising their competencies and were given an insight on Government Competitive Examinations.

No. of students benefitted 245

### 5.7 Details of campus placement

<i>On campus</i>		<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
			8

### 5.8 Details of gender sensitization programmes:

- ☞ Women Development Cell organizes several programmes to enhance the confidence level of girl students for their empowerment in the society.
- ☞ International Women’s Day was celebrated with the special lecture of resourceful person Dr. K.S. Kanmani, Assistant Professor of Tamil, Sree Sevugan Annamalai College, Devakottai. She highlighted the role of women, their rights and privileges, their position at present. The celebration of Women’s Day is an opportunity to appreciate the remarkable contribution of women to our society.
- ☞ Personal and academic related problems of women are counselled and solved.
- ☞ Destitute widows in adopted villages are given special care and support.

## 5.9 Student's Activities

### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

### No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	111	3,18,620
Financial support from government	121	2,99,800
Financial support from other sources		
Number of students who received International/ National recognitions	2	40,000

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

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

## Criterion – VI

### 6. Governance, Leadership and Management

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

##### Vision of Idhaya College:

- ☞ Empowering rural young women for their liberation Upholding the dignity of women.
- ☞ Uplifting rural young women economically, socially, intellectually and spiritually.
- ☞ Inculcating scientific temper and creative thinking to transform rural young women to face the challenges of life.
- ☞ Moulding young women to be responsible citizens of the society.
- ☞ Become a centre of academic excellence for building up a just society.

##### Mission of Idhaya College:

- ☞ Inculcate academic excellence in students through holistic education.
- ☞ Impart futuristic education for instilling high standards of moral, social and spiritual values in students.
- ☞ Foster scientific and rational temperament and creative thinking among students.
- ☞ Serve women of the undeveloped regions in Sivagangai District
- ☞ Help academically, socially economically disadvantaged students
- ☞ Train young women to be future leaders with social responsibility and justice

#### 6.2 Does the Institution has a management Information System

Yes, the Institution has a management Information System

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

##### 6.3.1 Curriculum Development

- ☞ The institution focuses on multi skill development of students in order to ensure their employment opportunities. Curriculum under CBCS enables the Placement Cell to conduct programmes throughout the year so as to help students acquire the necessary soft skills for their employment.

- ☞ The Choice Based Credit System is followed at present, in the college facilitates horizontal movement, enabling students to make their choices.
- ☞ Some Skill Based Elective courses are available to students irrespective of their major subjects. This facility enables students to choose the courses of their own interest and to develop themselves in other fields.

### **6.3.2 Teaching and Learning**

- ☞ Creation of learning environment in classes which includes critical thinking, case analysis and creativity
- ☞ For all programmes practical orientation is insisted in the form of projects, Mini projects, industrial visit, guest lectures, workshops, seminars debates, quiz and library assignments which helped the students to access LSRW skills.
- ☞ Teaching and Learning process is strengthened with the help of e-learning resources.
- ☞ Faculty development programmes and in-service training are conducted once in a year to enrich their teaching-learning methods.
- ☞ Remedial classes are given to slow learners.
- ☞ Mock interviews and group discussion are a part of simulation exercises helping them in placements.
- ☞ Mentoring and counselling of slow learners are part of teaching and learning process.
- ☞ ICT enabled teaching learning process has made students active participants in the classroom.

### **6.3.3 Examination and Evaluation**

- ☞ Three Internal Assessment Test are conducted and are being evaluated within 2 days after completion the exams.
- ☞ Internal marks are allotted based on the assessment test marks, the student's attendance Percentage and Communication.
- ☞ Theory examinations consists of two components namely, External evaluation for 75% marks and internal evaluation for 25% marks. Practical examinations consists of two components namely, External evaluation for 60% marks and internal evaluation for 40% marks.
- ☞ Often Slip test are conducted for all the subjects.



- ☞ The attendance as well as the assessment marks is communicated to the parents through mobile, letters and parent teachers meeting conducted every semester to review the performance of the students.
- ☞ Counselling of students every month to find out the academic progress and guide them towards improvement based on remedial classes.

#### **6.3.4 Research and Development**

- ☞ Encouraging faculty to organize, attend and present papers at State/National/International conferences and seminars.
- ☞ Faculty members and students are motivated to publish their research papers in reputed national and international journals/conferences.
- ☞ Mobilization of funds is also applicable for the research work.

#### **6.3.5 Library, ICT and physical infrastructure/instrumentation**

##### **Library:**

- ☞ Library has sufficient e-journals which include Science direct and FLIBNET and sufficient back volumes for all the departments.
- ☞ Library administrations like issue/return of books are maintained through commercial library software.
- ☞ The library building is enabled with Wi-fi facility.
- ☞ Every year, additional volumes of books are added based on the requirements from all the departments.
- ☞ Every class has one compulsory library hour / week for permitting the students to access the reference books and journals which augments the learning process.

##### **ICT:**

- ☞ All seminar halls are enabled with ICT tools.
- ☞ For every subject, power point presentation is being prepared by the faculty members and it is used for taking classes in an interactive way.

### **Physical infrastructure/instrumentation:**

- ☞ The Administration in charge is monitoring the maintenance of academic infrastructure and other facilities.
- ☞ A dedicated team of staff members are functioning exclusively for maintaining the green landscape.

### **6.3.6 Human Resource Management**

- ☞ As per the UGC and Alagappa university norms, faculty and staff requirement is forwarded to Recruitment committee consisting of Education Councillors of Congregation, Principal, Vice Principal, HOD, senior faculty for further action.
- ☞ Arranging various orientation programmes for both teaching and non-teaching faculty members for upgrading their skills in their respective fields using latest technology.

### **6.3.7 Industry Interaction / Collaboration**

- ☞ Conducting awareness programmes on entrepreneurship skills and related aspects.
- ☞ The cell invites experienced academicians, leading professionals with extensive, corporate experience and entrepreneurs to address the students and thereby facilitate practical learning.

### **6.3.8 Admission of Students**

Access to quality education is the fundamental right of all citizens. The College is devoted to serve up the economically and socially marginalised sections of society. It privileges them in the admission process. Strictly adheres to the norms of government applicable to the minority institutions and gives importance to develop to the rural folk irrespective of the Mark based criteria.

### **6.4 Welfare schemes for**

Teaching	✓
Non teaching	✓
Students	✓

**6.5 Total corpus fund generated****Rs.10,00,000**

6.6 Whether annual financial audit has been done Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	PRIVATE	Yes	By HOD
Administrative	Yes	PRIVATE	Yes	By HOD

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

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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

- ☞ Photocopies of Answer scripts are provided for students based on request.
- ☞ Revaluation of Answer scripts.
- ☞ Publication of Semester results through online.

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

In the curriculum the selection of Elective course by the students is permitted.

**6.11 Activities and support from the Alumnae Association**

- ☞ Institute conducts alumnae meet every year.

- ☞ IMMA Alumnae was registered u/s 10. of Tamil Nadu Societies Registration Act, 1975 on 21<sup>st</sup> February 2017. **Registration No.: S.No.:11/2017**
- ☞ Alumnae are invited as resource person for alumnae association.
- ☞ They help to enhance the admission.

### **6.12 Activities and support from the Parent – Teacher Association**

Parent Teacher Association meeting is conducted periodically to know about the students' progress. The meeting is a platform to offer suggestions for further improvement and development of the students. The parents get an opportunity to interact with the faculty advisors and heads of the departments to know about their ward's performance and study.

Parents –Teachers Association is registered. As per Tamil Nadu Registration Rules, 1978, its registration number is **S. No. : 112/2015**. Parents -Teachers Meeting (general body meeting) is conducted once a year in common and PTA executive meeting as and when required. Department wise PTA meeting are conducted after the semester results and whenever necessary. Such meetings help to communicate to parents the areas their wards are excelling in and the academic progress of them. Parents –Teachers Association registration is renewed.

PTA extend their full cooperation in conducting **TALENT SHOW** to exhibit the talents of the I year students, attending celebration, supporting at the time of admission and also have frequent contacts with the other parents of the college.

PTA has also contributed wall mounted fans to fix in the open auditorium and elevating advertisement boards in the crowded places. They have also offered memorable gifts to the teaching faculty on Teacher's Day Celebration.

### **6.13 Development programmes for support staff**

- ☞ Orientation Programme and Counselling classes were conducted periodically.

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

- ☞ Energy conservation
- ☞ Use of renewable energy
- ☞ Rain water harvesting
- ☞ Plantation

- ☞ Hazardous waste management
- ☞ Herbal garden
- ☞ Vermi composture
- ☞ making the environment green
- ☞ plastic free zone
- ☞ Seasonal harvesting like mangoes, guava, plantain, sugarcane, groundnuts, grains and peas etc.
- ☞ nurturing the nature

## Criterion – VII

### **7. Innovations and Best Practices**

**7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.**

- ☞ Improving teaching and technical skills of faculty by various orientation programmes.
- ☞ Improving social involvement of the students by NSS and other clubs.
- ☞ The students are taught for content beyond the syllabus.
- ☞ In order to link the students with the society living around the college, the college has adopted the nearby villages Poradappu, Vellikatti, to serve them.
- ☞ Also served to a Leve home (a home for oldage people) and a home for mentally retarded, Yesuvanam run by Guanellian Fathers.
- ☞ Foundation courses are offered in the beginning of the academic year to bridge the gap between the school and college.
- ☞ Importance given to skill development activities like placement training, language training and given a chance to expose their talents in various fields through INBAMELA.
- ☞ Research Committee and IQAC is formulated and executed systematically.
- ☞ Automated system was followed in Examination Cell, Fee Collection, Evaluation and Library.
- ☞ To involve the students in the social activities various rallies were conducted for Jallikkattu Movement, National Voter's Day, World Suicide Prevention Day, Revised National TB Control Programme and Removal of Semai Karuvelam.
- ☞ Outreach programmes were conducted to teach grammar in Tamil and English to the students of nearby schools.

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

- ☞ Expert lectures, Seminars and events conducted for the students.
- ☞ Skill-oriented courses like tailoring, beautician were offered.
- ☞ Academic Audit was conducted.
- ☞ Conducted National/International Seminars/Workshops.
- ☞ One PG course was upgraded in Physics.

- ☞ All the seats were almost filled up.
- ☞ Our Faculty Members acted resource persons at different levels.
- ☞ Orientation and faculty Development Programmes were conducted.

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

**Women Cell**

- ☞ Training was given to the ladies of adopted villages (Poradappu and Vellikatti) related to Candle Making, Computer Sambirani Cake Making, Phenol and Blue Liquid.
- ☞ An awareness program was organized on '**Thyrocare**' to the people of adopted villages and nearby places.
- ☞ A free medical camp was conducted by **New Raj Blood Test Lab, Karaikudi** with the support of **Women Cell** to the people of adopted village and Sarugani. 63 tests including Blood Pressure, Blood Cholesterol, Thyroid, Sugar at the concession rate of Rs.200/- and diagnosed report was given.
- ☞ An awareness program was conducted on "**Legal Rights of Women**" to the destitute widows.
- ☞ On commemoration of **Dr.A.P.J. Abdul Kalam's Birthday anniversary**, our **Women Cell Club** planted saplings at District Teacher Training Institute, Kalayarkovil.
- ☞ Statistical Data was observed from adopted villages to identify the widows economically backward.
- ☞ Goats (pair) and coconut tree saplings were offered to the widows those who are needy for their living being.

**Concession**

Apart from imparting quality education to the students, Idhaya College even though in a self-financing status has dominated a sufficiently on offering free education to the economically striving and talented students. Every year the Management is providing free education to the students on merit basis, sports students and half fees concession to the needy.

And also the management is also providing free boarding & lodging for some of the students who are not good in their financial positions. Some of the students are availed free transportation.

S. No	Type of Concession	No of Beneficiary	Amount
1	Full Concession	5	74,,000
2	Sports – Full Concession	11	1,77,000
3	Merit Concession - Full Concession	39	1,01,000
4	Merit – Half Concession	43	1,93,000
5	Bus Fare – Full Concession	13	1,14,240
<b>TOTAL</b>			<b>6,59,640</b>

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

#### 7.4 Contribution to environmental awareness / protection

- ☞ Awareness were given by the club volunteers to the villagers like
- ☞ Trees and saplings were planted by the village people with the help of NSS volunteers
- ☞ Rally was conducted not to use plastics and keep the environment clean
- ☞ To eradicate Dengue fever from the society "Neelavembu Syrup" was given to the people as well as awareness was given by our studens in the prsence of our District Collector
- ☞ awareness was also given to secure them from Malaria by keeping their houses and the surroundings clean
- ☞ Insisting them to drink good and purified water

#### 7.5 Whether environmental audit was conducted?

Yes  No

Yes, the college has conducted a green audit of its campus and displayed in a board near the entrance. The college is an eco-friendly campus. Varieties of trees and rare plants decorate the campus. It functions with a nature club which creates an environment conscious among the students. The NSS unit with the support of other clubs has planted many trees in and around the campus.

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

- ☞ **Strength-** the College is accredited by NAAC at “B “grade with CGPA 2.49 and It has undergone 2 f process also.
- ☞ **Weakness-**Most of the students are from rural back ground.
- ☞ **Opportunities** –Good library, lab and infrastructure facilities.
- ☞ **Threats-** Rural back ground students have fear about English language.



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

- ☞ trengthening the R&D culture in the campus.
- ☞ To enhance the placements as compared to previous year.
- ☞ To organize funded National seminars/Workshops/FDPs for students and faculties.
- ☞ To increase MoUs with industries.
- ☞ To plan for disposing e-waste and bio-waste.

Name: ***Dr. R. Vijayalakshmi***

*Coordinator, IQAC*

Name: ***Dr.Sr. Jasmin Thanga Kumari***

*Chairperson, IQAC*

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## **Annexure I**

### **Abbreviations:**

CAS	-	Career Advanced 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
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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