



SELF STUDY REPORT
FOR
3rd CYCLE OF ACCREDITATION

MANNAR THIRUMALAI NAICKER COLLEGE

MANNAR THIRUMALAI NAICKER COLLEGE PASUMALAI
625004

www.mannarcollege.ac.in

Submitted To
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
BANGALORE

Executive Summary

Introduction:

Mannar Thirumalai Naicker College, founded in the year 1974, has been named after the illustrious King Thirumalai Naicker, whose motto was “To rule is to serve”. The college has witnessed an exponential growth from humble accommodation to the sprawling present campus on the N.H.7 near Pasumalai in an area of 32 acres. It is a unique alma mater to a galaxy of eminent men and women shining in various realms of life in India and abroad. It is a pioneer institution in the city to open the doors of higher education to the women students in the early eighties which provided them opportunity to pursue higher education along with their male counter parts. It has been rendering significant service to the society by fulfilling the aspirations of thousands of first generation learners hailing from the rural pockets ever since its inception and thereby ensures inclusive higher education to empower students for life and livelihood.

The unstinting efforts and determination of a team of dedicated dignitaries belonging to Naidu community, the college blossomed out into an edifice of learning. It is a Telugu minority college by category but it has been a gateway and a channel of blessings to the disadvantaged sector of all colour, caste and creed. The college has now emerged as a post graduate and research institution with 3767 students ensuring quality teaching, learning, research and extension activities. The college has been re-accredited with ‘A’ Grade and UGC accorded the status of Autonomy to our institution in 2015.

Vision:

To mould the learners into accomplished individuals by providing them with a stimulus for social change through Character, Confidence and Competence.

Mission:

- Enlightening the learners on the ethical and environmental issues
- Extending holistic training to shape the learners into committed and competent citizens
- Equipping them with soft skills for facing the competitive world
- Enriching their employability through career oriented courses
- Ensuring accessibility and opportunity to make education affordable to the underprivileged.

SWOC

Institutional Strength :

- Ideal location of the campus

- Eco –Friendly ambience
- Committed and visionary Management
- Well equipped infrastructure and resources
- Accredited with ‘A’ Grade in the second cycle.
- Introduction of Autonomy
- Exclusive Autonomy block
- Structuring of new syllabus
- Law abiding students
- Potential for research projects and availability of infrastructure.
- Three Research Centers in the campus
- A sense of accountability among the faculty members.
- Job oriented certificate courses.
- Regular coaching classes for competitive examinations.
- Counselling and support services to the students
- Involvement of alumni in department activities
- MoU’s with institutions and organizations.
- Significant growth in enrolment of students.

Institutional Weakness :

- Industry – Academic Cluster or curriculum designing.
- Research culture.
- Establishing a reposition of recourses.
- Learner – fronted classrooms.
- Instrumentation Centre.
- E- Learning resources to be made more effective.
- Post graduate departments.
- Enrollment of students from other states and countries
- Communication skills of the students.
- Limited sources of funding.
- Placements
- Lack of mechanism to track the progression of alumni
- Tapping the potentials of the Alumni.
- Indoor game facilities.
- Income generating consultancy opportunity.
- International linkages and collaborations
- Limited scholarship facilities.

Institutional Opportunity :

- Continuous support by the philanthropists from the Management to uplift the institution
- Further Grant from UGC to improve the infrastructure and the academic stature.
- Continuous opportunity to serve and uplift the rural students.
- Communicative skill and personality development enhancement.
- Software and hardware training
- Online feedback from the stakeholders.
- Consultancy services and extension activities
- Intake of other state and country students
- Conduct of outreach programmes
- Creating incubation centre for business and social entrepreneurship.
- Scope for more curricular related innovations
- Tie up with more professional institutions and industries.
- Faculty and curriculum diversity initiatives.
- Ample entrepreneurial opportunities.

- Strengthening alumni through social media.
- ICT enabled teaching learning ambience.
- Integrated courses in future.
- Upgrading academic standards of the students hailing from Tamil medium background and rural pockets

Institutional Challenge :

- Revival of license / lease from defence establishment for land allotted to college.
- Networking with other reputed institutions in academic and research activities
- College with potential for excellence.
- To cater to the increasing strength of rural students.
- Typical traditional courses.
- Upgrading curriculum to incorporate emerging trends in all disciplines
- Qualification approval and research guideship for self-financing staff from Madurai Kamaraj University
- Student dropout is to be got rid of.
- Creation of common instrumentation facility
- Topping more trends from national/ international funding Agencies.
- International linkages and collaboration.

Criteria wise Summary

Curricular Aspects :

- The phenomenal growth in the student's strength of the college is a testimony for the quality of the institution.
- The strength has ascended to 3767.
- Bridge course organized to all first year under graduates.
- Choice Based Credit System is followed.
- Curriculum designed caters to the needs of the local, national and global requirements.
- Employability, Entrepreneurship and Skill – Oriented papers are incorporated in the syllabus.
- Add on courses, diploma courses, value added courses and certificate courses have been introduced as part of the curriculum.
- Environmental Studies and Value Education added in the curriculum to educate the students for practicing environmental ethics and life principles.
- To fulfill societal needs and aspirations, one PG course, one M.Phil and 2 Ph.D Programmes have been introduced in these five years.
- B.Sc (Chemistry) and (Food and Dairy Technology) have been introduced in the current academic year.
- Field projects and Internships are introduced in the final semester.
- Involvement of academicians, industrialists, entrepreneurs and alumni in the Board of Studies.
- Syllabus is revised for BCA and a few papers in BBA.
- UGC, Autonomy and Institutional sponsored International, National and State level Seminars, Workshops and Conferences organized.
- Students enhanced with computer literacy.
- Feed back is obtained from the stakeholders to improve curriculum.
- Steps have been taken to obtain online feedback from the stakeholders from the current academic year.
- Proposal has been sent to upgrade the department of Tamil to research center.
- Academic and Administrative Audit institutionalized

Teaching-learning and Evaluation :

- Admission process is transparent.
- Admission is made as per the State Government reservation policy.
- Interactive and student participatory learning adopted by the teachers.
- Teachers encouraged to develop E-content in the curriculum.
- Periodical parent teacher meet arranged.
- Tutor –ward system is followed
- Project work to students to imbibe experimental learning and research aptitude.
- Students also participate in inter collegiate meets, tournaments and training programmes.
- Students taken to Industrial Visits.
- ICT – enabled smart class rooms and seminar halls are utilized for extensive presentations and multimedia sessions.
- Controller of Examinations office is fully automated.
- The schedule in the handbook is strictly adhered to for conducting the internal tests.
- Internal and External evaluation is followed.
- CIA tests are conducted twice every semester for a maximum of 25 marks including assignments and seminars or quiz.
- External End semester examinations are conducted for a maximum of 75 marks.
- Practical exams are applicable for science subjects.
- Results published on time.
- Students can take photocopies of the evaluated scripts
- Medals and Certificates for the rank holders.
- All the sanctioned posts are filled duly and when approval is arrived adhoc staff appointed on Management Grant
- Evaluation of results and consequent remedial measures are carried out by the departments every semester.
- 42 Faculty members awarded Ph.D in the last 5 years.
- 22 faculty members have cleared NET/SET Examinations.

Research, Innovations and Extension :

- Policy for promotion of research defined.
- Institution provides seed money to teachers to take up minor projects
- The college houses 3 research departments Commerce, English and Mathematics.
- 10 staff members have been recognized as research supervisors in the last 5 years by Madurai Kamaraj University.
- 7 staff members have been approved as research guides by Madurai Kamaraj University in the current academic year.
- The college has produced 38 Ph.D scholars in the last 5 years and 68 Scholars are pursuing their Ph.D Programmes.
- 232 papers have been presented and published with ISSN/ISBN numbers in various International, National and State level conferences, seminars and workshops.
- 63 articles published in peer reviewed refereed journals approved by UGC.
- 3 staff have completed minor projects and one staff is pursuing a minor project.
- Staff have applied to UGC and ICSSR for financial assistance to their major and minor projects
- A Peer Reviewed Multi-Disciplinary International Bi-annual Research Journal “**The Mannar Scroll**” is released to encourage original research papers.

- IQAC has launched Bi- annual news Bulletin.
- Student research cell functioning.
- Linkages are created with ICT Academy, IIT Mumbai, Roorkee, Microsoft, Know your Economy, SIPPO and other agencies/industries
- MoU's are signed with national and international agencies for curricular and co – curricular programmes.
- The institution encourages students to participate in extension activities for the holistic development of the self and the community through NSS, NCC, Youth Red Cross and various clubs.
- Proposal is sent to the university to upgrade Tamil department to research centre.

Infrastructure and Learning Resources :

- A large campus with spacious blocks
- Sufficient budget allocation for infrastructure augmentation
- Optimum utilization of infrastructure for State and Central Government exams and events.
- A spacious and well furnished hostel for girls in the campus with Wi-Fi facilities.
- A common TV and net cafe is installed in the hostel for the benefit of the inmates.
- Uninterrupted power supply with 3 generators with 160KVA.
- Canteen and Stationery shop functions in the campus.
- Clean restrooms are available at different points in the campus.
- Laboratories for all the science departments.
- Four computer labs of which one is funded by UGC
- Installation of CCTV cameras in the premises
- Air-conditioned seminar halls with LCD projectors.
- Auditorium to accommodate 2000 students
- ICT enabled classrooms
- Separate staff room for each department with a system, printer and WiFi connection.
- Video Conferencing facility
- Net cafe for Students with Net facility.
- Microsoft Open License.
- Microsoft Edu Cloud Programme in operation.
- Certified fire Extinguishers.
- Spacious playground for sports related activities
- Fitness Centre with latest equipment
- Health Centre with a part time medical doctor and a full time nurse.
- A library with a spacious reading hall to accommodate 120 students at a time.
- Ramp and Scribe facilities for differently abled students.
- Membership in the library of Deputy Consulate General's Office at Chennai.
- US Counsel General Library Membership.
- E-Books and E- Journals through N-List Access database.
- INFILBNET Facility
- Talking Book Library
- Decentralized department library for PG courses
- A separate back volume section for reference
- Photocopying facilities in the campus.

Student Support and Progression :

- The institution has a ragging free atmosphere where students are encouraged to foster positive peer pressure.
- The management offers financial support to economically and socially backward students.
- Students from reserved quota are exempted from paying tuition fee.

- The Management encourages students by offering numerous awards and endowments.
- A girl and a boy from both Regular and Self Financing wings receive best student award with a medal and a cash prize.
- Government and institutional scholarships to the students
- Guidance for competitive examinations.
- Career counseling programme.
- Retired teachers, expert teachers, successful entrepreneurs and professionals are invited as resource persons.
- Students are involved in various club activities for improving their employability skills, leadership quality, artistic talents and civic responsibility.
- Remedial coaching classes for slow learners
- Soft skill development
- Yoga and meditation for hostel girls
- Vocational Education and Training Programmes
- The placement cell is committed to find jobs for final year students in reputed companies.
- 345 students are placed in the last five years.
- The Gender Champions Club strives to ensure healthy interpersonal relationship among students in the campus.
- Vocational Education and Training programmes offered.
- Transparent mechanism for students' grievances.
- Alumni contribution to student development
- Outstanding performance in sports and cultural activities
- Students admitted in sports quota are provided tuition fee concession and for extraordinary sports person's tuition fee is waived.
- Incentives for outstanding performance in sports and cultural events.
- Coaching classes are conducted for competitive exams at free of cost for all aspiring students.

Governance, Leadership and Management :

- Decentralized and participative management practices.
- Effective welfare measures for teaching and Non – teaching staff.
- Financial support to teachers to attend conference / workshops.
- Self-financing wing staff are covered under EPF and ESI schemes.
- Orientation Programme for Fresher's.
- Faculty development programme on ICT – to staff by IQAC.
- Smart class room teachings, Power point presentations, Short films, Video clippings and Audio recordings are used to enhance teaching learning process.
- Administrative training programme for non-teaching staff.
- Performance appraisal systems from the stake holders.
- Internal and external financial audit.
- Internal and external Administrative and Academic Audit by IQAC.
- Mobilization of funds and optimum utilization of resources.
- E-governance is effectively implemented in the college offices (Regular, Self Finance, Dean's, Controller and IQAC offices)
- AQAR prepared and submitted on time.
- Participation in NIRF.
- Periodical updation of college website monitored by IQAC
- Promotion of college admissions through social media.
- A Peer Reviewed Multi- Disciplinary International Biannual Research Journal –

The Mannar Scroll by IQAC.

- Academic Bi- annual IQAC News Bulletin
- Annual College Magazine.

- Annual Retreat Programmes arranged.
- Recommendations of the previous NAAC Peer teams such as introducing more PG programmes , career oriented add on courses, entrepreneurship programme, ICT based teaching, modernization of class rooms, sports facilities, automation of admission process, minor projects , internet facilities with 10 Mbps (Fiber optical) speed are introduced and strengthened.

Institutional Values and Best Practices :

- Displaying core values in selected points.
- Code of conduct for Principal, teaching & non – teaching staff are uploaded in the website.
- Promotion of universal values among the students.
- Observation of national festivals, birth and death anniversary of great leaders.
- Periodical Gender sensitization programmes to have causal effect on gender equality.
- Divyangjan friendly campus.

1. Ramp
2. Braille software
3. Scribes for examinations.

- Initiation of green zone in the campus through NSS/NCC volunteers.
- Planting saplings and nurturing them every year.
- Environmental awareness through curriculum.
- Contribution of the Eco Club to promote Eco friendly campus.
- Harvesting rain water in the campus to maintain ground water level.
- Waste Management System followed.
- RO plant for purified water.
- Power generation through renewable energy sources initiated.
- Achievement of Autonomous status.

Profile

BASIC INFORMATION

Name and Address of the College	
Name	MANNAR THIRUMALAI NAICKER COLLEGE
Address	Mannar Thirumalai Naicker College Pasumalai
City	Madurai
State	Tamil Nadu
Pin	625004
Website	www.mannarcollege.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	S.Nehru	0452-2370940	9487180320	0452-2371743	princemtnc@yahoo.co.in
IQAC Coordinator	A.Ramasubbiah	0452-2371751	9842163687	0452-2371616	mtniqac@outlook.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	Yes
If Yes, Specify minority status	
Religious	
Linguistic	Telugu Minority
Any Other	

Establishment Details		
Date of Establishment, Prior to the Grant of 'Autonomy'	18-08-1974	
Date of grant of 'Autonomy' to the College by UGC	22-06-2015	
University to which the college is affiliated		
State	University name	Document
Tamil Nadu	Madurai Kamraj University	View Document
Details of UGC recognition		
Under Section	Date	View Document

2f of UGC	26-04-1983	View Document		
12B of UGC	14-08-1986	View Document		
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location *	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Mannar Thirumalai Naicker College Pasumalai	Rural	31.83	20055.94

ACADEMIC INFORMATION

Details of Programs Offered by the College (Give Data for Current Academic year)						
Program Level	Name of Program/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English	36	HSC	English	75	73
UG	BA,Economics	36	HSC	English	60	51
UG	BCom,Commerce	36	HSC	English	75	75
UG	BA,History	36	HSC	English	60	50
UG	BBA,Business Administration	36	HSC	English	75	67
UG	BSc,Physics	36	HSC	English	48	47
UG	BSc,Mathematics	36	HSC	English	48	46
UG	BA,English Sf	36	HSC	English	75	75
UG	BA,Tamil Sf	36	HSC	Tamil	75	75
UG	BBA,Business Administration Sf	36	HSC	English	120	83
UG	BCom,Commerce Sf	36	HSC	English	225	204
UG	BCom,Commerce Sf	36	HSC	English	144	137

UG	BSW,Social Work Sf	36	HSC	English	75	72
UG	BSc,Mathematics With Ca Sf	36	HSC	English	48	48
UG	BSc,Electronics And Communication Sf	36	HSC	English	48	35
UG	BSc,Computer Science Sf	36	HSC	English	96	96
UG	BSc,Information Technology Sf	36	HSC	English	80	49
UG	BCA,Computer Application Sf	36	HSC	English	80	49
UG	BSc,Chemistry	36	HSC	English	40	39
UG	BSc,Food And Dairy Technology	36	HSC	English	40	18
PG	MCom,Commerce	24	UG	English	45	19
PG	MSc,Mathematics	24	UG	English	45	36
PG	MA,English Sf	24	UG	English	45	44
PG	MA,Tamil Sf	24	UG	Tamil	36	14
PG	MCom,Commerce With Ca Sf	24	UG	English	36	16
PG	MSW,Social Work Sf	24	UG	English	36	21
PG	MSc,Computer Science Sf	24	UG	English	36	13
Doctoral (Ph.D)	PhD or DPhil,English	36	PG	English	20	16
Doctoral (Ph.D)	PhD or DPhil,Commerce	36	PG	English	34	30
Doctoral (Ph.D)	PhD or DPhil,Mathematics	36	PG	English	12	5
Pre Doctoral (M.Phil)	MPhil,English Sf	12	PG	English	4	4
Pre Doctoral (M.Phil)	MPhil,Commerce Sf	12	PG	English	11	4
Pre Doctoral (M.Phil)	MPhil,Mathematicssf	12	PG	English	3	3

Position Details of Faculty & Staff in the College

Teaching Faculty

	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				18				33			
Recruited	0	0	0	0	14	4	0	18	11	22	0	33
Yet to Recruit												

	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				118			
Recruited	0	0	0	0	0	0	0	0	45	73	0	118
Yet to Recruit	0				0				0			

Non-Teaching Staff

	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				25
Recruited	11	4	0	15
Yet to Recruit				10
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff

	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				2
Recruited	0	2	0	2
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				4
Recruited	1	3	0	4
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	14	2	0	9	17	0	42
M.Phil.	0	0	0	0	1	0	1	5	0	7
PG	0	0	0	0	1	0	0	0	0	1

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	6	16	0	22

M.Phil.	0	0	0	0	0	0	33	50	0	83
PG	0	0	0	0	0	0	6	7	0	13

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year						
Program		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
		Doctoral (Ph.D)	Male	0	0	0
Female	0		0	0	0	0
Others	0		0	0	0	0
Diploma	Male	17	0	0	0	17
	Female	24	0	0	0	24
	Others	0	0	0	0	0
Certificate	Male	124	0	0	0	124
	Female	140	0	0	0	140
	Others	0	0	0	0	0
Pre Doctoral (M.Phil)	Male	1	0	0	0	1
	Female	10	0	0	0	10
	Others	0	0	0	0	0
UG	Male	956	0	0	0	956
	Female	450	0	0	0	450
	Others	0	0	0	0	0
PG	Male	67	0	0	0	67
	Female	96	0	0	0	96
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	147	113	101	117

	Female	67	61	60	68
	Others	0	0	0	0
ST	Male	8	2	4	4
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	783	763	768	862
	Female	374	341	334	485
	Others	0	0	0	0
General	Male	6	10	2	8
	Female	2	26	15	5
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1387	1316	1284	1549

EVALUATIVE REPORT OF THE DEPARTMENTS

Department Name	Upload Report
Business Administration	View Document
Business Administration Sf	View Document
Chemistry	View Document
Commerce	View Document
Commerce Sf	View Document
Commerce With Ca Sf	View Document
Computer Application Sf	View Document
Computer Science Sf	View Document
Economics	View Document
Electronics And Communication Sf	View Document
English	View Document
English Sf	View Document
Food And Dairy Technology	View Document
History	View Document
Information Technology Sf	View Document
Mathematics	View Document
Mathematicssf	No File Found
Mathematics With Ca Sf	View Document
Physics	View Document
Social Work Sf	View Document
Tamil Sf	View Document

1. Curricular Aspects

1.1 Curriculum Design and Development

1.1.1 Curricula developed /adopted have relevance to the local/ national / regional/global developmental needs with learning objectives including program outcomes, program specific outcomes and course outcomes of all the program offered by the Institution

Answer:

The syllabi for Part- I Tamil and Part- II English comprise linguistic and literary texts from classical and contemporary areas to enhance the students' comprehension and communication skills in both the languages . Besides these courses also provide the students an opportunity to develop universal thought by their value based reading list.

The syllabi for non- major elective are a cross major two semester course for each U.G programme and one semester course for each P.G programme. Business Administration students pursue English for Competitive Examinations course. English and Physics major students pursue Business management and Entrepreneurial Development course. Maths major BCA, B.Sc IT major pursue Accounting and Practical Banking course. Commerce students pursue Mathematics for Competitive Examinations course. History major students pursue Elementary Statistics course. Economics major students pursue Freedom Movement and Constitution of India. Tamil major students pursue Fundamentals of Computers.

For PG non major paper Tamil and Commerce (CA) students pursue Multimedia Technologies course. M.S.W students pursue Creative Writing and English major students pursue Project Management course. Maths major students pursue banking and Insurance course and Commerce major students pursue mathematics for Competitive Examinations.

Syllabi for Commerce, Economics and Business Administration programmes focus on emerging areas of global importance with local significance. As marketing and innovation are the key functions Logistics, Retail Marketing, International Marketing , Exim Policy and operations, Legal aspects of Business as well as industries, etc form part of the syllabi. Syllabi for UG and PG Tamil and English focus not only on chronological growth and development of Language and literature in both majors but also on Journalism and Mass Communication, translation studies, Film Appreciation, Feminism, Creative Writing, Life Skills including speaking skills, Linguistic intelligence for competitive exams and Drama through performance.

The syllabus of the Social Work has been developed in tune with the requirements of NGOs functioning across the globe. The subjects covered under B.A History Major presents a wide scope ranging from regional and national history to world history. History of Tamil Nadu ensures its relevance to regional needs and given exposure to Architectural wealth of Madurai. Syllabi for Maths, Physics and Electronics and Communications major focus on courses such as Classical and Globally relevant papers as Arithmetic Ability for Competitive exams, Real Analysis, Complex Analysis, Numerical Analysis, Medical Physics, Nanotechnology, Industrial and Power Electronics, Sensors and Transducers respectively.

The syllabi of computer science, computer application and information technology comprises android programming, cloud computing and mobile computing to develop new app for finding solutions and building software respectively in global competence. UG programmes consisting six skill based courses focusing on Employability skills and Entrepreneurial skills development. Environmental Studies emphasis the eco- system and Value Education focus on social system.

The syllabi for M.Phil programmes focus on research aptitude development through readings in recent area of study for findings to academic knowledge and to offer suggestions. On the job training through field work and business/ professional internship projects, special lectures by eminent resource persons enhance experimental learning for attainment of programme/course outcomes.

1.1.2 Percentage of programs where syllabus revision was carried out during the last five years**Answer:** 92.86

1.1.2.1 How many programs were revised out of total number of programs offered during the last five years

Answer: 26

File Description	Document
Minutes of relevant Academic Council/BOS meeting	View Document
Details of program syllabus revision in last 5 years	View Document

1.1.3 Average percentage of courses having focus on Employability/ Entrepreneurship/ Skill development during the last five years**Answer:** 97.69

1.1.3.1 Number of courses having focus on employability/ entrepreneurship/ skill development year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
667	624	634	619	603

File Description	Document
Program/ Curriculum/ Syllabus of the courses	View Document
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View Document
Average percentage of courses having focus on employability/ entrepreneurship	View Document

1.2 Academic Flexibility**1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years****Answer:** 46.21

1.2.1.1 How many new courses are introduced within the last five years

Answer: 311

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Institutional data in prescribed format	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented**Answer:** 15.15

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Answer: 5

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Institutional data in prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Answer:

Environmental Studies is mandatory for all UG students to create awareness among students on conservation of natural resources and bio-diversity. Value Education is mandatory for all UG students which infuses the values of individual, family and institution and society, to make them face society confidently.

Extension activity is included in part V of the curriculum for UG students, where the students have to be a member in any one of the Extension activities. Extension activities include NCC, NSS, YRC, RRC, Physical Education, Eco Club, Health and Fitness Club, Human Rights Club.

Certificate and Diploma courses in Gandhian Thought are part of the curriculum. Students learn about Gandhiji's life, and Satyagraha (the abode of truth) and Ahimsa (non-violence). Human Values and Ethical values are inculcated and nurtured in the minds of the students. Life Skills Courses like Functional English, Functional Hindi, Travel and Tourism, Audio- Video production, Vedic mathematics, Office Automation, DTP, which enhances employment opportunities to the students as non – graded add-on courses.

In addition, courses forming part of U.G and P.G programs also focus on these universal issues.

File Description	Document
Upload the list and description of the courses which address the Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum	View Document

1.3.2 Number of value-added courses imparting transferable and life skills offered during the last five years

Answer: 5

1.3.2.1 How many new value-added courses are added within the last 5 years

Answer: 5

File Description	Document
List of value added courses	View Document

1.3.3 Average percentage of students enrolled in the courses under 1.3.2 above

Answer: 9.65

1.3.3.1 Number of students enrolled in value-added courses imparting transferable and life skills offered year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
362	430	420	224	297

File Description	Document
List of students enrolled	View Document

1.3.4 Percentage of students undertaking field projects / internships

Answer: 0.79

1.3.4.1 Number of students undertaking field projects or internships

Answer: 29

File Description	Document
List of programs and number of students undertaking field projects / internships	View Document

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni 5) Parents for design and review of syllabus Semester wise /year-wise

Answer: E. None of the above

File Description	Document
Any additional information	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback processes of the institution may be classified as follows:

Answer: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
URL for feedback report	View Document

2.Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Answer: 0.02

2.1.1.1 Number of students from other states and countries year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	0	0	1

File Description	Document
List of students (other states and countries)	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.1.2 Demand Ratio(Average of last five years)

Answer: 1.78

2.1.2.1 Number of seats available year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
1819	1718	1649	1608	1611

File Description	Document
Demand Ratio (Average of Last five years)	View Document

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Answer: 80.71

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
1536	1267	1280	1379	1320

File Description	Document
Average percentage of seats filled against seats reserved	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Answer:

The institution assesses the learning level of students at fixed points of academic programme.

- The Internal Quality Assurance Cell conducts Freshmen Orientation Programme to facilitate the new comers to know their campus, curriculum, infrastructure and faculty. Their personal data are collected to know their family background and level of academic attainment.
- All departments follow a tutor-ward system which entrusts a small group of students for each member of faculty who endures that consistent individual attention is paid to every student.

- Teachers update the advanced level students in current affairs and General Knowledge to motivate them to attend Competitive Exam coaching classes organized by the institution.
- The college regularly helps the Election Commission of India by deputing its advanced learners in Computer Science and Information Technology on Election Duties to monitor the digital voting process
- The departments identify advanced learners and pair them with slow learners in activities such as planning and conduct of events.
- Programme Specific Outcome are referred to them periodically as a prompter to choose areas for further study and for analysing unique career prospects,
- The advanced learners are directed to value added reference works for extra knowledge.
- The advanced learners are trained to present their papers in seminars and workshops on current and emerging trends in their respective programmes organized by other institutions also. The management itself bears the expenditure incurred for registration fee and travel fare.
- As the medium of learning and writing is English, 90% of the I year students find it extremely difficult to comprehend and communicate. Their slow learning is not on account of cognition but of understanding in a foreign language. English teachers familiarize the students in reading in English the texts and the newspapers supplied to each student in the classroom and train them to acquire a feel for sound and sense of English language. This in turn helps them to tune themselves to listen to their subjects taught in English medium. Subject teachers adopt bilingual classroom communication.
- Exam centric notes for easy comprehension and response in exam writing are provided.
- Explanations by analogy, by example and by association relating the familiar popular practice to simplify the complex subject matter is part of the lecture process.
- Question papers of previous summative exams are presented to students for an overall grasp of the possible questions likely to be asked in the ensuing exams.
- Slow learning sportsmen who are often on leave on sports duties are given special coaching for clearing their arrear papers and the current semester papers under the direct supervision of the Director of Physical Education.
- Slip-tests are given to slow-learners and average learners are encouraged to use book banks to improve themselves academically.
- Continuous Internal Assessment with two internal tests assesses the learning levels of students i.e., slow learners, average learners and advanced learners and assignments are given accordingly.
- The departments conduct remedial programmes for slow-learner after working hours.
- The departments organize Endowment Lectures to expose the students to the prevailing thought currents on various subjects.

File Description	Document
Any additional information	View Document

2.2.2 Student - Full time teacher ratio

Answer: 23.37

File Description	Document
Institutional data in prescribed format	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Answer: 0.11

2.2.3.1 Number of differently abled students on rolls

Answer: 4

File Description	Document
List of students(differently abled)	View Document
Institutional data in prescribed format	View Document
Any other document submitted by the Institution to a Government agency giving this information	View Document
Any additional information	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Answer:

The institution follows a student centric method in which the course teacher teaches individual units of the prescribed syllabus by placing them in a holistic perspective of the curriculum.

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Participative Learning:

- Periodical Group discussions, field work and classroom seminars
- Students interaction with the Resource persons in Workshops and Seminars.

Experiential Learning:

- Students visit Industry and go on study tours.
- Group projects for both UG and PG students.
- Participation in Quiz competitions, Seminars, Workshops and Science Exhibition.
- Training on soft skills
- NCC and NSS training for self-discipline, planning, team-work, perseverance and time & stress management
- Technology Enhanced Learning and Evaluation has been initiated through IIT Mumbai sponsored Spoken Tutorial Programmes covering 300 students for online learning and testing.
- TEL has been initiated also through Innovation Cell, IIT Roorkee in association with RoboKart with a oneday workshop on Android Application Development for staff and students
- Participation in Intercollegiate and interdepartmental academic programmes

Independent Learning

- Access to Internet in the library and computer labs.
- Access to reference books in the library.
- Presentation of individual presentation in classroom seminar.
- Laboratory experiments impart independent learning environment.
- Home Assignments.
- Participation in Debate, Elocution and Essay competition.
- Guest lectures are organized at the department level by which students are motivated and encouraged to interact with subject experts.

Problem solving methodologies

- The Institution nurtures critical thinking through discussion among peer groups and interactions with eminent researchers during technical symposium and intra and inter collegiate presentations and debates.
- Students are encouraged to participate in cultural fest and academic competitions at national level and nurture their creative skills.

- Conduct scientific exhibitions, poster presentations, quiz programs, drama, club activity and book review clubs to stimulate critical thinking among students.
- The institution nurtures critical thinking and creativity among students also by awarding and honoring them with prizes and merit scholarship and also deputed them for participation in various programs.
- The institution encourage the students and support them to publish their poems, articles, paintings, drawings, photographs etc. in the College Magazine which provides them a platform for giving an expression to their artistic urge.
- Practicals and semester long projects involve individual as well as group work under the guidance of the teachers, where the students are trained in data collection, analysis and solving problems.
- Students are also encouraged to make poster presentation and power point presentation on relevant topics.
- Internet access in the library and departments promotes the habit of self-teaching among the students.
- The department of English organizes drama festival every year in which the students participate and develop their theatrical skills.
- The students of department of EC, IT, BCA, CS, Maths(CA) and Physics collectively organized EQUIP 2015 for the nearby School students with their inventions.
- Department of Computer Applications conducted an 'Art from Waste' Exhibition displayed by the students.
- Tamil department organized "Ainthinai Fest" an exhibition cum demonstration of classical socio-literary landscape in which students participated and displayed their creative ecstasies commodities.

File Description	Document
Any additional information	View Document

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Answer: 75.16

2.3.2.1 Number of teachers using ICT

Answer: 118

File Description	Document
List of teachers (using ICT for teaching)	View Document
Any additional information	View Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Answer: 23.37

2.3.3.1 Number of mentors

Answer: 157

File Description	Document
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Year wise list of number of students, full time teachers and mentor/mentee ratio	View Document
Any additional information	View Document

2.3.4 Preparation and adherence to Academic Calendar and Teaching plans by the institution

Answer:

1. Institution.

Planning and organizing the teaching-learning and evaluation schedule is done essentially through the Academic Calendar (macro level) and the Teaching Plan/ Course Schedule (micro level).

The Academic Calendar

- The Academic Calendar is prepared every year in consultation with the Heads of Departments and administrative officers of the college. The calendar is approved by the Academic Council and Governing Body.
- The Academic Calendar is meticulously prepared with details about the working days for teaching-learning process and evaluation process prior to the start of the academic year. The academic calendar contains details including the Contact details of the college, the mission of the college, a brief history of the college, student bio-data form, list of faculty, list of administrative staff, Courses available, fee structure for various courses, fee structure for examinations, regulations regarding fee structure, rules and regulations for students, procedure to get transfer certificate, leave rules and leave application, rules regarding practical examinations, physical education and other extension activities, names of various clubs and associations, the college library, scholarship details, titles of core and elective courses, academic calendar with the dates of the orientation/ induction sessions, the dates for seminar and Conferences, the dates for Guest Lectures and Workshops, the dates of the internal tests, the dates of the Parents-Teachers Meeting, the dates of the End Semester Examinations, and other major academic event

Teaching Plan

- Teaching plan for various courses is prepared by respective departments adhering to the framework of the college academic calendar.
- Number of teaching hours allotted for demonstration, model practical examination, cycle tests, unit tests and other academic activities (field trips, industrial visits, survey *etc*) for the core and elective papers are calculated for every semester and marked in the Subject Allocation.
- Each department has the freedom to evolve its own teaching plan within the framework of the academic calendar.
- To win the trust of the students and ensure peer-review, transparency, accountability and credibility both at the UG and PG levels it is common for more than one teacher to handle a course (paper). Because of this practice, the College has course schedules for every course.
- The teaching plan/ course schedules with details about the lecture hours, demonstration classes, and the list of faculty who conduct the classes, are given to the students at the beginning of the every semester.
- It is ensured that all students have access to the course module and course content, well ahead of the commencement of the academic sessions.
- The Principal ensures the smooth functioning of the delivery mechanism by periodically verifying students' attendance and teaching plan of teachers
- The college has an exemplary work culture and therefore it seldom faces any challenge in completing the curriculum within the planned timeframe and calendar.
- Heads of the departments conduct meetings with their colleagues to discuss the time table and subjects allotment for the following semester even before term ends so that the teachers have adequate time to plan their teaching and prepare material to be given to the students
- <https://drive.google.com/file/d/1qt7O2VPfvt2fF13ufOj9lcMtp7QN4IoN/view?usp=sharing>

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Answer: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Answer: 28.88

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
66	45	34	38	32

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document
Any additional information	View Document

2.4.3 Teaching experience per full time teacher in number of years

Answer: 9.09

2.4.3.1 Total experience of full-time teachers

Answer: 1427

File Description	Document
List of Teachers including their PAN, designation,dept and experience details	View Document
List of Teachers including their PAN, designation,dept and experience details	View Document

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Answer: 0.68

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters (scanned or soft copy)	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Answer: 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Average number of days from the date of last semester-end/ year- end examination till the declaration of results during the last five years

Answer: 42.6

2.5.1.1 Number of days from the date of last semester-end/ year- end examination till the declaration of results year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
41	45	40	42	45

File Description	Document
List of programs and date of last semester and date of declaration of result	View Document

2.5.2 Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years

Answer: 0

2.5.2.1 Number of complaints/grievances about evaluation year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of complaints and total number of students appeared year wise	View Document

2.5.3 Average percentage of applications for revaluation leading to change in marks during the last five years

Answer: 61.56

2.5.3.1 Number of applications for revaluation leading to change in marks year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
341	518	453	508	485

File Description	Document
Year wise number of applications, students and revaluation cases	View Document

2.5.4 Positive impact of reforms on the examination procedures and processes including IT integration and continuous internal assessment on the examination management system

Answer:

- Integrates the activities of the Office of the Controller of Examinations, Streamlines processes and improves efficiency, Decreases delay and costs, Quick reports for faster and accurate decision making and Better service to students and staff.
- ROVAN EMS examination management system software helps to analyse the performance of the students. It also helps to measure and improve the performance of the teaching staff. The complete Computerization of Examination System will lead to effective monitoring of examination processes by the concerned authorities and the possibility of fraudulence will be minimized. The computerized statistical analysis of data will enable the management to see trends in result at various levels and timely availability of compiled reports can be used to make strategic decisions in favour of college and students.
- The College has a well-structured administrative mechanism for conducting examinations, both Continuous Internal Assessment and End-of-Semester Examinations. The college has an Examination Committee to ensure smooth conduct of the Examinations.
- Principal is the chairman of the committee.
- The schedules for the internal examinations are planned well at the beginning of the academic year and are printed in the student hand book.

Internal examinations

- Information to the students, regarding timetable, venue of the examinations and the seating arrangements are clearly displayed on the notice boards.
- The question paper setting and scrutiny are taken up by the staff concerned.

End Semester Examinations

- Preparation of question papers for the end semester examinations is entrusted with the external examiners who are selected randomly from the panel of experienced and meritorious external examiners. The scrutiny of question papers will be done by well experienced external examiners.
- The office of the COE schedules the evaluation and publishes the results after the central valuation is completed.

Examination Process

- The eligibility of the student in terms of attendance is scrutinized by the class teacher in charge, and the list of eligible candidates is sent to the office of the COE.
- Any case of malpractice is reported to the Chief Superintendent of Examinations for follow-up action.
- The evaluation of answer scripts is conducted simultaneously for the Central Valuation. All the answer scripts are valued in a centrally organized double valuation, both internally and externally.
- The existing evaluation system comprises two internal exams and one semester end examination having weight in the language papers and subjects with practical, in the optional papers.
- The answer scripts of the students are coded before Central Valuation. Facility to provide photocopy of answer scripts is extended to all students.
- The revaluation system is an opportunity for the students to recheck their performance in the examinations.
- **Publication of results after Awards Committee Meeting is done within 23 days(a month) from the last examination of the semester.** Results are uploaded in the website and intimated to the parents and students through SMS.
- Outgoing students who have arrears in end semester (VI Semester UG) can appear for the same during June provided they have passed all the papers upto 5th Semester Examinations.
- Mark Statement provided to students have high 10 secured features.

File Description	Document
Link for Additional Information	View Document

2.5.5 Status of automation of Examination division along with approved Examination Manual

Answer: A. 100% automation of entire division & implementation of Examination Management System (EMS)

File Description	Document
Current manual of examination automation system and Annual reports of examination including the present status of automation	View Document
Current Manual of examination automation system	View Document
Annual reports of examination including the present status of automation	View Document

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 on website and communicated to teachers and students

Answer:

- IQAC directs departments through Deans' Office to prepare Course Outcomes as a prelude to designing the syllabus.
- After approval by the Academic Council the entire curriculum is submitted to the Governing Council of the college for implementation.
- Department staff confer among themselves and spellout the course outcomes, programme outcome and programme specific outcomes.
- The outcomes and the syllabus for each programme are forwarded by the departments to the Deans' office for preparation of the meeting the Board of Studies.
- At the Board of Studies meeting the outcomes and the syllabus are finalized after discussion and consensus.

- It is forwarded to the Academic Council for formal approval.
- The outcomes and the syllabus are uploaded in the website and communicated to the staff who in turn communicate to the students in a booklet.
- The outcomes are frequently referred to in the classrooms as a reminder to the students for attainment of outcomes.

File Description	Document
COs for all courses (exemplars from Glossary)	View Document
Link for Additional Information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Answer:

- Recap of a unit completed is done through a brief question-answer session between the teacher and the student.
- Quiz programme for students or seminar presentation by students on any one of the subjects of a course for valuation under continuous assessment.
- Two one hour internal tests after 40 days of instructions.
- Formal written assignment to be submitted by a student midway through the semester for each course as part of continuous assessment.
- General Lecture Survey covering all the subjects of a course at the beginning of a semester to orient the students about the course to assess entry behaviour or level of knowledge on the course.
- Summing up the subjects of a course at the end of the semester to assess terminal behaviour through an interactive question-answer session.
- Academic Council, Board of Studies, Dean's' Office review the Program Outcomes, Program Specific Outcomes and Course Outcomes for assessment and further improvement.
- Nomination of an old student for each Board of studies is an additional way of assessing attainment of POs, PSOs, and COs.
- Academic audit apart from assessing the syllabus also infers the level of attainment of Pos, PSOs, and Cos in retrospect and prospect.
- Outcomes are also measured by the aggregate pass percentage secured by a student after successful completion of all exams at the end of the program.
- Attainment of objectives is realized by the percentage of students going for further studies, employment and entrepreneurship and Professional volunteer ship after completion of the program.
- By the overall percentage of passed students at the end of the programs.
- The academic proficiency achieved at the end of the programme and demonstrated during campus interview and the competitive exams.
- During practical in the labs and also during Department Association meetings, the attainment of outcome is assessed on the spot. Review of write up on the experiment in the practical note book is corrected by the teacher-in-charge. When the lab work is not satisfactory, the students are directed to repeat it.
- Problem solving exercises are given during Association meetings to assess the application level of students.
- Students skilled in computer applications designed the inhouse journal of the Department of Computer Applications 'Reboot' and also design the invitation cards and flex banners for college events.
- Outcomes of Social Work program are assessed through student field work review by the beneficiary agencies and the project work assessment by an external examiner.
- For random assessment of attainment of overall programme outcome by P.G. students project work is assigned in the last semester on an aspect of their two year study developed into a thesis is a mechanism for problem solving.

2.6.3 Average pass percentage of Students

Answer: 58.66

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Answer: 620

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Answer: 1057

File Description	Document
List of programs and number of students passed and appeared in the final year examination	View Document
Link for annual report	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Answer: 3.4

File Description	Document
Database of all currently enrolled students	View Document

3. Research, Innovations and Extension

3.1 Promotion of Research and Facilities

3.1.1 The institution has a well defined policy for promotion of research and the same is uploaded on the institutional website

Answer: Yes

File Description	Document
Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View Document
URL of Policy document on promotion of research uploaded on website	View Document

3.1.2 The institution provides seed money to its teachers for research (average per year)

Answer: 0

3.1.2.1 The amount of seed money provided by institution to its faculty year-wise during the last five years(INR in Lakhs)

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of teachers receiving grant and details of grant received	View Document
Any additional information	View Document

3.1.3 Number of teachers awarded international fellowship for advanced studies/ research during the last five years

Answer: 0

3.1.3.1 The number of teachers awarded international fellowship for advanced studies / research year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of teachers and their international fellowship details	View Document

3.1.4 Institution has the following facilities

1. *Central Instrumentation Centre*
2. *Animal House/Green House / Museum*
3. *Central Fabrication facility*
4. *Media laboratory/Business Lab/Studios*
5. *Research / Statistical Databases*

Answer: E. None of the facilities exist

File Description	Document
Any additional information	View Document
Link to videos and photographs geotagged	View Document

3.2 Resource Mobilization for Research

3.2.1 Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution during the last five years (INR in Lakhs)

Answer: 0

3.2.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
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0 0 0 0 0

File Description	Document
List of project and grant details	View Document

3.2.2 Number of research centres recognised by University and National/ International Bodies

Answer: 3

3.2.2.1 Number of research centres recognised by University and National/ International Bodies

Answer: 3

File Description	Document
Names of research centres	View Document
Any additional information	View Document

3.2.3 Percentage of teachers recognised as research guides

Answer: 6.37

3.2.3.1 Number of teachers recognised as research guides

Answer: 10

File Description	Document
Details of teachers recognized as research guide	View Document
Any additional information	View Document

3.2.4 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Answer: 0.09

3.2.4.1 Number of research projects funded by government and non-government agencies during the last five years

Answer: 13

File Description	Document
Supporting document from Funding Agency	View Document
List of research projects and funding details	View Document

3.3 Innovation Ecosystem

3.3.1 Institution has created an eco system for innovations including Incubation centre and other initiatives for creation and transfer of knowledge

Answer:

The Department of Social Work has been a N.G.O hub for many years with the active participation of its teachers in various N.G.Os and the deputation of students to N.G.Os. Thus it has a database of the process of starting N.G.Os. Students inclined towards starting NGOs have always been encouraged to take up social entrepreneurship for a vocation. The Department also organized a one day



workshop on “Social Media for NGOs” conducted by a resource person from the USA and sponsored by the office of the U.S. Deputy Consulate General, Chennai on 11.10.2014. It was an added inspiration to students to either work for an NGO or run an NGO. Alumnus Silambarasan of Sornammal Trust, Chennai, gave training to students on “Formation of Self Help Groups”. Teachers of Social Work Department serve N.G.Os in various capacities and have the expertise to guide in the formation of NGOs.

- | | | |
|----|-----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | R. Shankar | Expert in Resource Mobilization, in implementation of Corporate Social Responsibility sponsored activities of N.G.Os. Vice President of Indian Red Cross Society, Thiruparangundram Branch. |
| 2 | G. Krishnaveni | Expert in providing training programmes for women empowerment |
| 3 | K.A.N. Legis | Legal Adviser |
| 4 | K. Renuka | Human Resource Consultant, Labour Welfare. Community Asset Mapping |
| 5 | R. Ramachandran | Executor- Socio Economic Survey, Need Assessment Through PRA Technique |
| 6 | M. Bharathi Natarajan | Expert in Training and Development Proficiency in Technical Programmes. |
| 7 | R. M. Kalyani | Soft skill trainer, Expert in organizing CBO’s (Community Based Organizations) Entrepreneurial skill development training. |

The Department is fully equipped for guidance on socio economic survey and follow up action on literacy, health, gender equity, livelihood, youth empowerment, etc.

The Department works with global service organizations such as Rotary International & Lions Clubs International on health and education programmes. It enjoys a referral power with these organizations.

Three alumni incubated their NGO project proposals in the Department of Social Work and floated them later as full-fledged NGOs

1. BECOME Trust- Bring Environment Community Education Development Trust”, established in 2013- for “Developing Children through Education and Community Development.

Mr. M. Alex Pandian, (Alumnus)

S2, Block, TNHB, Melavasal, Madurai-1.

Contact No: 9600450532

Mail id: becometruster13@gmail.com

Jurisdiction: Madurai

- **Activities :**

1. Provide street theatre training to various college students.
2. Stress Management and Counseling to police officials and IT people

2. AID Trust -established in 2015 with the aim to “Enable the people to get education and women empowerment”

Mr. M. Meenakshi Sundram (Alumnus)

S/o. P. Mahalingam,

No: 21, Ponmeni, East Street, Madurai- 10.

Contact No: 9629625365

Mail ID: Meenakshimsw9@gmail.com

Reg.No:112/B54 – 3882

Jurisdiction: Madurai.

• **Activities :**

1. Provide self empowerment training programme for rural women
2. Conduct Medical Camp and Eye camp for elder by people in rural areas.

3. ALAI Trust- established in 2015 -“providing health care to the Poor, distressed, afflicted and the physically, mentally or socially handicapped persons.

Mr. Ganesan (Alumnus)

4/492 PRC Colony

Madurai- 625 006.

Contact NO:9894133317

Mail ID: Sugumarmy@gmail.com

Jurisdiction: South Block, Madurai.

Activities :

1. Conduct surveys related to health care in rural areas.
2. Need assessment through PRA technique

File Description	Document
Any additional information	View Document

3.3.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry - Academia Innovative practices during the last five years

Answer: 0

3.3.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

Answer:

2016-17 2015-16 2014-15 2013-14 2012-13
0 0 0 0 0

File Description	Document
Report of the event	View Document
List of workshops/seminars during the last 5 years	View Document
Any additional information	View Document

3.3.3 Number of awards for innovation won by institution/ teachers/ research scholars/students during the last five years

Answer: 0

3.3.3.1 Total number of awards for innovation won by institution/teachers/research scholars/students year-wise during the last five years

Answer:

2016-17 2015-16 2014-15 2013-14 2012-13
0 0 0 0 0

File Description	Document
List of innovation and award details	View Document
e- copies of award letters	View Document
Any additional information	View Document

3.3.4 Number of start-ups incubated on campus during the last five years

Answer: 0

3.3.4.1 Total number of start-ups incubated on campus year-wise during the last five years

Answer:

2016-17 2015-16 2014-15 2013-14 2012-13
0 0 0 0 0

File Description	Document
List of startups details like name of startup, nature, year of commencement etc	View Document

3.4 Research Publications and Awards

3.4.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Answer: Yes

File Description	Document

Institutional data in prescribed format

[View Document](#)**3.4.2 The institution provides incentives to teachers who receive state, national and international recognition/awards****Answer:** No

File Description	Document
List of Awardees and Award details	View Document

3.4.3 Number of Patents published/awarded during the last five years**Answer:** 0**3.4.3.1 Total number of Patents published/awarded year-wise during the last five years**

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of patents and year it was awarded	View Document

3.4.4 Number of Ph.D.s awarded per teacher during the last five years**Answer:** 3.8**3.4.4.1 How many Ph.Ds are awarded within last 5 years**

Answer: 38

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
URL to the research page on HEI web site	View Document

3.4.5 Number of research papers per teacher in the Journals notified on UGC website during the last five years**Answer:** 0.25**3.4.5.1 Number of research papers in the Journals notified on UGC website during the last five years**

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
7	9	9	6	6

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.4.6 Number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings per teacher during the last five years

Answer: 1.59

3.4.6.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
88	49	56	31	11

File Description	Document
List books and chapters in edited volumes / books published	View Document

3.4.7 Bibliometrics of the publications during the last five years based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Answer: 0.67

3.4.7.1 Total number of citations received by publications in the last 5 years, which are included in online databases such as SCOPUS, web of science or PubMed/ Indian Citation Index

Answer: 54

File Description	Document
BiblioMetrics of the publications during the last five years	View Document

3.4.8 Bibliometrics of the publications during the last five years based on Scopus/ Web of Science - h-index of the Institution

Answer: 1

3.4.8.1 Number of citations received by individual research publications in the last 5 years

Answer: 54

3.4.8.2 Number of publications receiving proportionately maximum number of citation in the last five years

Answer: 3

File Description	Document
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View Document

3.5 Consultancy

3.5.1 Institution has a policy on consultancy including revenue sharing between the institution and the individual

Answer: No

File Description	Document
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URL of the consultancy policy document	View Document
----------------------------------------	-------------------------------

3.5.2 Revenue generated from consultancy during the last five years

Answer: 0

3.5.2.1 Total amount generated from consultancy year-wise during the last five years (INR in Lakhs)

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of consultants and revenue generated by them	View Document

3.5.3 Revenue generated from corporate training by the institution during the last five years

Answer: 0

3.5.3.1 Total amount generated from corporate training by the institution year-wise during the last five years (INR in Lakhs)

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of teacher consultants and revenue generated by them	View Document

3.6 Extension Activities

3.6.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Answer:

The institution, with strong conviction that service should be the guiding principle of education and that the synergic principle in the coexistence of a society and the academic institution is *sine qua non*, measures its growth and development by its contribution to the empowerment of the society. The growth and development of the college remains greatly on its interest towards the empowerment of the society through its extensional welfare programme for the society because both the society and the institution are knitted together well to support each other. Hence our institution, in addition to NCC, NSS, provides spaces such as Youth Red Cross, Eco Club, Health Club, Red Ribbon Club, Rotaract Club, Gender Champion Club, Science and Communication Club, Health and Fitness Club, Legal Aid Clinic, Library and Information, Science Club, Productivity Council, Drive against Anti-Social activities, Human Rights Club, Consumer Club, Women's Development Cell through which the following programmes are organized.

- **Human rights violation and its impact:**

Human rights violation, its impact is imparted to the nearby community every year on 10th December.

- **Gender equity programme:**

Rally on Gender issue One Billion Rising Rally- a Global Campaign against violence on Women is conducted every year 14th February.

- **Documentary films on social issues:**

Documentary and short films on social issues are created by students of Department of social work and English to create social awareness

- **Drama Club:**

The Department of English stages classical plays with all-student cast are watched by nearly 2000 students from city and rural academic institutes every year.

- **Organic Farming:**

The institution organized one day Technical Programme on “Modern Cultivation of Jasmine for Vedarpuliakulam farmers in collaboration with Tamil Nadu Agricultural University.

- **Kishan Suvidha Programme:** Awareness created on mobile app developed to help farmers by providing relevant information to them quickly.

- **Awareness programme on:**
 - **Voting in Democracy**

NSS units of our institution observe voters day on 24th January every year and rallies to create awareness among the nearby community to exercise their votes in a fair manner. The institution organized an intercollegiate state level quiz on “Parliamentary Democracy” in collaboration with ADR.

- **Drive against Plastic**

Plastic manufacturer’s association and the institution jointly organized plastic awareness debate and other related activities.

- **Drive against alcoholism**

Awareness programme on prohibition of Drugs and Trafficking Illicit Liquor was conducted in collaboration with National Investigation Bureau.

- **Water Harvesting**
- **Rally on Greenhouse Effect**
- **Blood Donation camp**

The Institution has been awarded with ‘Institution with maximum number of blood donors’ by Government Rajaji Hospital, Madurai. Frequent numbers of blood donation camps are conducted in the campus.

- **Sexual Reproductive Health**

Personal Hygiene and sexual reproductive health awareness programmes conducted in collaboration with primary health centers.

- Annual Road Safety Awareness Programme Jointly organized with City Police and Lions Club
- Rally on Greenhouse Effect
- Disaster Management

Regular medical camps organized on:

- Organ Donation
- Drive against Drug Abuse
- Polio Immunization Camp
- Retinopathy
- Diabetes
- Cancer
- Dengue

File Description	Document
Any additional information	View Document

3.6.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Answer: 13

3.6.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
3	5	3	2	0

File Description	Document
Number of awards for extension activities in last 5 years	View Document
e-copy of the award letters	View Document
Any additional information	View Document

3.6.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Answer: 108

3.6.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
29	22	42	13	2

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

Any additional information	View Document
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3.6.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Answer: 15.98

3.6.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
1830	175	475	400	37

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document
Any additional information	View Document

3.7 Collaboration

3.7.1 Number of Collaborative activities for research, faculty exchange, student exchange per year

Answer: 0.2

3.7.1.1 Total number of Collaborative activities for research, faculty exchange, student exchange year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
0	1	0	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document
Copies of collaboration	View Document
Any additional information	View Document

3.7.2 Number of linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the last five years

Answer: 16

3.7.2.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
9	1	1	0	5

File Description	Document
e-copies of linkage related Document	View Document
Details of linkages with institutions/industries for internship	View Document

3.7.3 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Answer: 17

3.7.3.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
7	5	2	2	1

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc. during the last five years	View Document

4. Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching - learning. viz., classrooms, laboratories, computing equipment, etc

Answer:

The institution, keeping in mind the wellbeing of the stakeholders provides the following facilities to promote good teaching - learning environment in the campus

- A large campus with the built up area of 20055.94 sq.mts and with spacious blocks
- Well-lit, spacious, well furnished and ventilated class rooms
- Well equipped Laboratories for all the science departments
- Four computer labs of which, one is funded by UGC
- One computer lab is equipped for conduct of online exams
- Central library with a carpet area of 12521 Sq.ft and a reading hall with an accommodation for 120 students. It is located on the ground floor and access to the books is easily possible. Internet facilities to all the students at free of cost.
- CCTV camera in the college premises to ensure safety
- An Audio – Visual Hall in the library
- Three seminar halls with LCD Projector and acoustic system facility to conduct seminars, workshops and viva-voce and Department Association meetings and research presentations, out of which Two are air conditioned.
- Separate staff rooms for each department with computer, printer and Wi-Fi connectivity.

- Auditorium with an accommodation of 2000 students with a well maintained acoustic system.
- Wi-Fi facilities in the entire campus
- ICT enabled classrooms help to remove the barriers faced by the students in communication and access to huge amount of information. The students are trained in the skills in new literacy, which enables the students to compete
- Two smart classrooms with smart boards are used by students for their presentation thereby stimulating the research attitude.
- Video conferencing facility
- GEN SETS for uninterrupted power for the whole campus
- Ramp facility is provided in the campus for the differently abled to make the campus more accessible. Brail system with audio CD facilities, separate rest room and western toilet facilities have been arranged for their use.
- Audio and Videography laboratory to enhance the professional skills of the students
- Net-café for students with free Wi-Fi and internet facility
- ROVAN LMS, IMS, EMS software lead to green computing campus.
- Qualified for Microsoft Edu Cloud programme
- Certified Fire Extinguishers to ensure safety in the campus
- Installation of Lightning Conductor
- Wi-Fi tower with 10 MBPS bandwidth
- LCD projectors, copier machines, printers, computers, Educational CDs, Interacting Panel, White Boards are added every year to promote learning.
- Black boards in all the class rooms are well maintained.
- A separate administrative block to promote good teaching and learning
- RO drinking water is provided in the entire campus to ensure the health of the students
- Separate common rooms are available for boys and girl students
- Each department maintains a Departmental library that holds more number of books for references
- A health centre in the campus with furnished beds, necessary equipments and a full-time medical practitioner to ensure the health of the students
- Availability of canteen and stationery

File Description	Document
Any additional information	View Document

4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor), gymnasium, yoga centre etc., and cultural activities

Answer:

The physical education department plays a vital role in order to tap the potential of the students. The students are trained to participate in the intercollegiate competitions at the zonal, inter zonal, state and national level. The college has a well maintained spacious playground in its premises for sports related activities.

The institution gives an opportunity to every student to acquire physical fitness for healthy life. The college boasts a gymnasium with 2000 sq ft which houses exercise equipments such as Multi gym- 6 stations - 1, Multi gym 4 Stations -1, Seated calf bench -1, Multipurpose bench -1, Stretch machine - 1, Dual twister - 1, Sit up bench - 1, Treadmill - 1 and Elliptical trainer – 1.

The gymnasium is open both morning and evening for students. Exclusive time is allotted for girls. A separate register is maintained to record the attendance of the students. Besides the fitness club, the institution conducts yoga classes for the hostel students regularly through a tie up with SKY- yoga and meditation centre, Coimbatore. The institution also conducts karate and silambam classes at free of cost for both boys and girls separately on two days-a-week basis for each category.

The Fine Arts club of our college has a keyboard & other musical instruments, and costumes to inspire and motivate students to participate in the fine arts.

Facilities for Sports and Games in College

S.No	Name of the play field / No of play field / court	Size of each play field / Year of establishment
1	Chess 10	20 x 20 feet 2010-2011
2	Carron 5	20 x20 feet 2010-2011
3	Football 1 (Multi purpose)	100 x 80 yards 2010-2011
4	Cricket 1 (Multi purpose)	90 x 60 yards 2010-2011
5	Fitness Centre 1	38 x 32 feet 2011-2012
6	Table Tennis 1	20 x 20 feet 2011-2012
7	Kabaddi 1	20 x 15 meters 2012-2013
8	Volleyball 2	24 x 15 meters 2012-2013
9	Badminton 1	13.40 x 6.10meters 2013-2014
10	400 meters Track 1	400mts with 6 Lanes 2014-2015
11	Cricket Nets 1	30 x 10 feet 2015-2016
12	Kho- Kho 3	30 x 20 meters 2016-2017

An average user rate of all sports facilities is 150 per working day (including the public using the track for walking in morning and evening.) Pubic convenience like toilet facilities are made separately for boys and girls in the ground

Facilities for Sports and Games in Women's Hostel

S.No	Name of the play field / court	No of play field / court	Size of each play field / court	Year of establishment
1	Kabaddi	1	20 x 15 meters	2014-2015
2	Volleyball	2	24 x 15 meters	2014-2015
3	Badminton	1	13.40 x 6.10meters	2014-2015
4	Tennikoit	1	90 x 20 feet	2014-2015
5	Table Tennis	1	20 x 20 feet	2014-2015
6	Chess	10	20 x 20 feet	2014-2015
7	Carron	5	20 x20 feet	2014-2015

File Description	Document
Any additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Answer: 17.39

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Answer: 16

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Answer: 29.65

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
65.7	122.7	94.5	128.3	231.3

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Answer:

- The library is fully automated and digitized with the ROVAN LMS software system with 5.0 Version. It was automated in the year 2005.
- It has free internet and Wi-Fi connections for the staff and students for effective teaching- learning process.
- Accessibility to the book- collection of the library by author, title, subject, etc. through OPAC.
- Holding of the library books are computerized and bar-coded.
- Bar-Coded ID card to the students
- There is uninterrupted internet connectivity and provision of reprographic and printing services.
- E-Books and E-Journals are made available through N-List Access database.
- INFLIBNET facilities for the students and staff to enrich their research knowledge
- New arrivals, Placements and Competitive Examination books are displayed in the notice board for easy access
- Unlimited download facility is available for students and staff in the library
- Educational CDs are provided more in number which enhance the learning process
- Braille materials are available in the library for the blind students
- Talking Book Library is available for the effective use of the blind students
- E-Resources website addresses are made available.
- Adequate signage to access the library
- Students must enter their name in the E- gate.
- Library has a total number of 39,117 Books and 59 Journals including 28 National and 31 International Journals.
- Availability of Ph.D and M.Phil thesis and PG and UG projects for reference
- Separate section for reference books and back volumes
- Subscribed magazines are 17 and multiple copies of all the Tamil and English daily are made available for the students.
- The library has subscribed for membership with American Library at the Deputy Consulate General Office at Chennai.
- CCTV camera is installed in the library to ensure safety

- Certified Fire Safety Extinguishers with proper instructions
- Lightning Conductor
- Library has a spacious reading hall which accommodates 120 students
- Ramp facilities for the disabled
- Built-up area of 12,521 Sq.ft with the stackroom, Net-café, own book reading hall, Smart Room and Audio – Visual Hall with TV Channels connectivity and washrooms for men and women separately
- Our library is well equipped with 237 books of 430 volumes to prepare the students for all Competitive Examinations
- Library staff are always available to offer advice to the students

- The library is well staffed with:
 - Librarian with a doctoral degree
 - Book issue counter assistant
 - Stack room assistant
 - Reprography services assistant
 - Reading room assistant

- Special care is given to the disabled to make use of the library resources
- Western toilet facilities have been arranged in the library for the use of the physically handicapped students
- Uninterrupted power supply is ensured
- Orientation is given to new students to make the good use of the library
- Feed back is received from the students and teachers and on the basis of their suggestions improvements are carried out
- Library is opened on all days except Sundays and Government holidays
- Timings

On working days: 07.30 AM to 04.30 PM

Saturdays : 07.30 AM to 01.30 PM

During Vacation: 09.00 AM to 04.30 PM

File Description	Document
Any additional information	View Document

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment

Answer:

As a gateway to knowledge, library's special books and rare books are most useful and students and research scholars in their enhancement of knowledge and development of research aptitude and problem solving mechanism. The special books also include significant reference works which are used by students to appear for further study related entrance exams and career related competitive exams. The rare works in modern reprint reflect contributions from time in memorial for the development of human thought and action.

File Description	Document
Any additional information	View Document

4.2.3 Does the institution have the following

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases

Answer: Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc.	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Answer: 3.94

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
6.1	3.4	4.5	3.0	2.7

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document

4.2.5 Availability of remote access to e-resources of the library

Answer: Yes

File Description	Document
Details of remote access to e-resources of the library	View Document
Any additional information	View Document

4.2.6 Percentage per day usage of library by teachers and students

Answer: 6.01

4.2.6.1 Number of teachers and students using library per day over last one year

Answer: 230

File Description	Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure**4.3.1 Institution frequently updates its IT facilities including Wi-Fi****Answer:**

The institution believes in credibility in teaching, confidentiality in testing and evaluation, authenticity in research and transparency in administration for which it has evolved a comprehensive IT policy to support and facilitate teaching, testing & evaluation, research and administration through a secure and well protected system.

IT Service Management

- Hardware technicians are available for maintaining the computer laboratories
- Well trained programmers for servicing and maintaining systems and UPS
- Annual maintenance contract signed with the reputed agencies for uninterrupted IT services
- Wi-Fi enabled campus
- Online examination such as FOSS Course conducted

Information Security and Network Security

- Servers are kept separately and well maintained
- Updating of firewall is done regularly
- Password security for login
- Computers are formatted once in a year
- Though students have access to internet, care is taken to make only authenticated educational sites available. Individuals can access Internet only with individual user ID and Password assigned by the college.

Risk Management

- Generators and UPS ensure continuous power supply
- Anti-virus software is installed with automatic updating provision
- Computer labs, College office and the Controller section have a regular data backup by taking in a secondary storage device.
- Proper earth connection is done to avoid shock hazard
- An on-roll electrician is available on campus from morning till evening for maintaining of equipments.

Software Asset Management

The college has procured sufficient number of software to satisfy the needs of the students of different branches.

- The lab operates on Microsoft License for software uses that is renewed regularly.
- We also use open source software for taking students to advanced technology.
- Maintenance of computing resources being carried out by dedicated staff.

S.NO YEAR OFFICE ASSISTANT TECHNICAL TECHNICAL ASSISTANT

1	2012-13	10	2	3
2	2013-14	10	2	3
3	2014-15	10	2	3
4	2015-16	10	2	3
5	2016-17	10	2	2

Green Computing

The LCD monitors are used to save electricity consumption. Communication with all the academic and administrative departments is made through e- mails to minimize the use of papers.

File Description	Document
Any additional information	View Document

4.3.2 Student - Computer ratio

Answer: 12.57

File Description	Document
Student - Computer ratio	View Document

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

Answer: 5 MBPS - 20 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	View Document

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Answer: Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document
Link to photographs	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Answer: 6.17

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
30.1	22.0	31.7	16.8	29.6

File Description	Document

Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts.	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Answer:

College has a number of policies, procedures and practices to govern its operation. The policies are meant for day-to-day dealings. They provide guidance to its members in a number of academic areas.

The maintenance and cleaning of the classrooms and furniture are done efficiently by the non-teaching staff and in special cases the college goes for the maintenance contract to the experts. Maintenance materials are purchased by calling for quotations.

CCTV camera is installed in the campus.

The college website is maintained regularly by AMC with Q First Technologies, Coimbatore.

The maintenance of generator is regularly done under AMC. Electrical and plumbing related maintenance is done with the help of local skilled persons and the expenditure is met from budget gained by college from different sources.

The sports department of the college is meritorious. The running track is used by students, staff and is accessible also for the local community. The management staff maintain the track and field. The gardener appointed by the institute maintains the garden.

Laboratory :

The college has got four science laboratories one for each department **viz.**, Physics, Chemistry, Electronics, and Food & Dairy. Equipments are purchased from reputed companies. The instruments are properly maintained and periodically serviced by the technicians from the same office, in case any defect in the equipments, they are immediately replaced with the permission of the Principal

Computer Labs :

As per the rules and policies of the institution, all the stakeholders have equal opportunity to use these facilities. The institution facilitates 4 computer labs which consist of 246 desktops, ICT smart classrooms and all computer related facilities are maintained by the technically skilled experts appointed by the management.

Library:

Library maintenance is done by management by providing a provision in the budget. Library software is maintained under AMC. Disinfecting and keeping library clean is done frequently by library staff. An MOU is drafted with ROVAN Software system, who annually maintains the infrastructure in the library. Further, an MOU is signed with fire & Safety license that periodically visits the library and fills the gas extinguisher equipments.

Classrooms:

The institution possesses spacious classrooms which have sufficient fans and tube lights and furniture. All the facilities are properly maintained, in case of repair or damage of the goods, carpenters and electricians carry out the maintenance.

Sports complex:

The Department of Physical Education functions in a separate room. The management has appointed a lady physical director to look after the sports activities of the girls. The college has a large ground which has a separate court for Cricket, Kabaddi, Volleyball, Kho-Kho and other sports activities.

An exclusive estate officer is appointed for overseeing maintenance of buildings, classrooms, laboratories and the entire campus. The Principal constitutes a committee with a convener and members at the end of the semester and they take stock of the maintenance of infrastructure in the campus. A Stock-Register is maintained in every department to record the stock and the consolidated report is submitted to the superior authorities.

File Description	Document
link for additional information	View Document

5.Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Answer: 28.91

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
920	979	1306	1046	957

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	View Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	View Document

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Answer: 1.15

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
63	68	40	20	16

File Description	Document
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	View Document

Any additional information	View Document
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5.1.3 Number of capability enhancement and development schemes –

1. *Guidance for competitive examinations*
2. *Career Counselling*
3. *Soft skill development*
4. *Remedial coaching*
5. *Language lab*
6. *Bridge courses*
7. *Yoga and Meditation*
8. *Personal Counselling*

Answer: 7 or more of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years**Answer:** 7.62

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
368	860	80	0	43

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years**Answer:** 3.8

5.1.5.1 Number of students attending VET year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
188	184	146	77	87

File Description	Document
Details of of students benefited by Vocational Education and Training (VET)	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Answer: Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Answer: 6.15

5.2.1.1 Number of outgoing students placed year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
175	85	85	0	0

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document
Any additional information	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Answer: 10.34

5.2.2.1 Number of outgoing students progressing to higher education

Answer: 111

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Answer: 100

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
8	2	5	11	23

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT, GRE/TOEFL/ Civil Services/State government examinations) year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
8	2	5	11	23

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

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) during the last five years

Answer: 6

5.3.1.1 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-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
2	3	0	1	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document
e-copies of award letters and certificates	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Answer:

The College Student Council is composed of Class Representatives nominated by the Department annually, with the Principal as the adviser.

The College Hostel Inmates Committee is composed of Student Secretary, Student Assistant Secretary who represent the inmates to the warden who is the adviser. The Mess Committee consisting of six inmates performs on a weekly rotation basis so that all the students in the upkeep of the hostel. The Class Representative organizes weekly conduct of one hour practice for all the students. The Hostel Day Celebration Committee, Discipline Committee, etc are composed of the inmates. Hostel Students of 2016-

17 observed World Heart Day along with other day scholars and formed themselves into a heart shape inviting a renowned heart specialist from Velammal Medical College, Madurai.

The College Sports Committee is composed of the Principal, Director of Physical Education, and Sportsmen Every department through its club/ association assigns students as its secretary, joint secretary and members. They are promoted to the level of leaders by which they share the utmost level of responsibility. They take their role to the stage in order to learn organizational skills for event management. The students committee is being revised every year so as to share the opportunity with the maximum number of students. The student representative of every class represents the problems, difficulties or needs of the peer group to the authorities.

The members of Rotaract club, NSS, NCC extend their service to the society voluntarily. The Rotaract club of the institution is completely managed by students' community. They take the positions of President, Secretary, Vice President and Assistant Secretary and connect all the other peer groups brilliantly into a single concern. This is not only an evidence for their leadership quality but also that of their tolerance, social relationships and so on. As these Rotaract members move with the other members of the same club outside the institute, they gain different sects of experience as is helpful to have an awareness of the society. The Rotaract President, Muthu Meena (BSc Maths) of 2015-16 assisted by fellow team mates rallied the entire college for a human formation of Abdul Kalam in the presence of the College Management and Rotary dignitaries gaining a great public image for youth leadership in print and visual media. Students of NSS Programme and department of Social Work undertake community needs survey for selection of location for service. They take up lead roles in advocacy of clean and green environment, adult literacy, human rights awareness, health care and disease preventions, etc.

Students contribute to the college magazine regularly with their creative talent as poem, puzzles, drawings, cartoons, articles and so on. The students of Computer Application released a periodical magazine REBOOT with the intention of inculcating the knowledge related with computer applications to the other students of the same institute. Students contribute a nominal token amount annually for the Students Aid Fund. The proceeds of which are distributed with compassion to the needy students of the college.

File Description	Document
Any additional information	View Document

5.3.3 Average number of sports and cultural activities / competitions organised at the institution level per year

Answer: 68.2

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
73	64	72	68	64

File Description	Document
Report of the event	View Document
Number of sports and cultural activities / competitions organised per year	View Document
Any additional information	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Answer:

The Alumni Association contributes effectively to the welfare of the college. The Alumni meeting is regularly organized on January 26th of every year.

Some significant contributions by the Alumni

- Mr. S. Muralidharan, alumnus of B.A. English donated Rs. 1,00,000/- for an endowment to give cash award to the student who receives first mark in the final examination in B.A.
- The alumni of Physics (Batch 2010-13) donated books worth Rs. 25,000/- related to Competitive Examinations.
- Alumni donated Rs. 2,40,000/- to train outgoing UG students of 2016-17 on soft skills for five days from 20.9.2016 to 24.9.2016.
- Donation for Books to the library

Year	Amount
2012- 13	1,71,736
2013-14	1,12,873
2014-15	1,720
2015-16	1,00,000
2016-17	78,295

- Donation for computers

Year	Amount
2014-15	87,000
2015-16	49,000

- Outgoing alumni contribute Rs. 100/- to the Alumni Association which spends the total amount for donation of valuable books to the College library every year.
- Each Board of Study has an alumnus as a member. Their valid suggestions are taken into consideration in framing and updating the curriculum. Alumni are also part of the college IQAC. Prominent alumni help their departments to arrange campus recruitments, training programme, industrial visits and entrepreneurship training.
- Saravana Kumar, Chartered Accountant, alumnus of Commerce Department was invited to create awareness on choosing C.A. for a career.
- Dr. Pari Parameswaran, alumnus, Assistant Professor, Department of Youth Welfare, Madurai Kamaraj University, was invited to talk to the students of History on “Youth and Society” on 22.07.2015.
- R. Thiruchanduran, alumnus of Maths Department and President of Abdul Kalam’s Vision 2020 Programme, addressed the students on Republic Day 2015 on the role of youth in nation building.
- Saravanan (BBA), of Sundaram Finance was invited to deliver a special lecture on “A Journey towards Your Career” on 03.08.2016.
- Mr. Ganesan, MSW (Batch 2012-2014) delivered a special lecture on “Sexual Reproductive Health” for the students first year in the college under “Choice Opportunity Project” of Family Chapter Planning Association of India, Madurai.
- Mr. Silambarasan, MSW (Batch 2008-2009) working with Sornammal Educational Trust, provided training for the BSW/MSW students on “Formation of Self Help Groups”. He also guided them in

staging a street play. He assisted our students in undertaking a survey for market vendors and arranged remuneration for their survey.

- SureshKumar (B.Com CA) alumnus conducted 100 hours Tally courses for B.Com and B.com (CA) Students subsidized cost for three years from the academic year 2012-13.
- RajKumar (B.Com CA) alumnus, Event Manager Subsidizes event arrangement costs for all college events and free of cost for NSS camps.
- Mr. Meenakshi Sundaram, MSW (Batch 2012-2014), Executive in “Equitas Micro Finance”, an NGO, organized “ Eye Camp” for all students in the College supported by Anand Eye Hospital on 13.10.2016. He recruited eight students of Social Work for his NGO in 2015

Proposed Plan for Future

- To mobilize further funds for the infrastructural development of the College.
- To enhance the participation of alumni in college activities.
- To strengthen the alumni network and use it for empowering the students for career

5.4.2 Alumni contribution during the last five years(INR in Lakhs)

Answer: 5 Lakhs - 10 Lakhs

File Description	Document
Any additional information	View Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Answer: 5

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	1	1	1

File Description	Document
Report of the event	View Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document
Any additional information	View Document

6.Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Answer:

Vision:

To mould the learners into accomplished individuals by providing them with a stimulus for social change through Character, Confidence and Competence.

Mission:

- o Enlightening the learners on the ethical and environmental issues
- o Extending holistic training to shape the learners into committed and competent citizens
- o Equipping them with soft skills for facing the competitive world
- o Enriching their employability through career oriented courses
- o Ensuring accessibility and opportunity to make education affordable to the underprivileged.

The Success of an institution depends on its governance. According to the Bye Laws of the College the Governing Council is the supreme body. The following is the composition of 20 members Governing Council:

1. The President
2. Vice-President
3. Secretary
4. Treasurer
5. Assistant Secretary
6. Fifteen Members.

The Principal is the Head of the institution. The Director of Self Financing Courses, the Dean of Arts, Science and Research, the Controller of Examinations, and IQAC Co-Ordinator support the administration. Heads of the Departments, convenors of various committees and all of them share their responsibility and academic and administrative governance.

Other than Statutory Committee, the college has a few important committees, such as UGC proposal preparation committee, Research committee, Discipline committee, Youth Welfare committee, Finance committee, Special Fee and Scholarship committee & Women's Development Cell. The Principal and Heads of the Departments deploy the faculty members and staff members depending on their interest and involvement to the these Committees so that they all could work as teams that will reflect effective leadership in tune with the vision and mission of the institution.

The governance of the institution involves all stakeholders by providing an intellectual ambience in a democratic way. The Departments are empowered to take decisions on all academic matters after in-depth deliberations. It provides platform for all faculty members to articulate their views. All activities of association are carried out by the students with the guidance of the teachers. Besides, the faculty members are encouraged to attend leadership programmes organized by universities, colleges, NGOs to hone their leadership skills. The membership of the faculty in various committees grooms them as future leaders in tune with the vision and mission of the institution.

Perspective plans:

The Governing Council, the College Council, the Academic Council and the IQAC form part of the perspective plans for each 5 years.

The perspective plan of 2012-2017 included among other things the following academic and administrative measures:

1. Fulfillment of the recommendations for the quality enhancement of the institutions by the peer team of second accreditation in 2012.
2. Introduction of Autonomy
3. Civil and IT infrastructure: Construction of a new block for autonomy administration by Deans, CoE and IQAC Coordinator. Further development of playground. Revamping computer labs in tune with the new curriculum proposed under autonomy.
4. Strengthening Alumni Association

5. To form Research Promotion Committee to enhance research pursuits of teachers for doctoral programmes and grants. Formation of Research Centers in English and Mathematics.

6. Introduction of job oriented Under Graduate programmes

7. Nomination of the Governing Council Members in various academic and administrative activity of the college

File Description	Document
Any additional information	View Document

6.1.2 The institution practices decentralization and participative management

Answer:

The institution practices decentralization and participative management through committees and clubs. The College Administration is systematically decentralized with the sole aim of holding every single stakeholder responsible for the maintenance of standards. Major administrative decisions of institution are taken in the meeting of the College Council. Decentralization ensures wider deliberations on the issues and maximum acceptance. Departments are given autonomy in decision making regarding academic programmes and later the decisions are discussed with the Principal for approval. Student admissions are decentralized to respective departments under admission committee headed by principal. Our institution believes in effective team work and involves each and every Member of the teaching and non-teaching in building the institution. The leadership role is developed by assigning responsibilities to all the members of the Management, faculty members and students.

The Management is committed to incorporate new ideas, new suggestions which help both the faculty members and students. The members of the Management demonstrate their devotion to the institution through active involvement in the overall development of the college. Their suggestions and interactions with teaching and non-teaching staff paves way for the effective and efficient transactions of the teaching and learning process. The Management directs the Principal periodically to carry out strategies and routine activities through delegation and supervision. Accordingly written communication in the form of orders and notices defining the activity and the method of carrying out the activity is circulated.

The institution decentralizes the college administration by entrusting responsibilities with the staff. The Principal along with the Deans, Faculty Heads, Controller of Examinations, IQAC Co-Ordinator and individual faculty members discuss academic and non-academic responsibilities, future plans of the departments, new proposals and final resolutions which are taken for implementation. The Principal with the help of senior staff frames committees, clubs, cells, associations for the smooth functioning of the college. The Principal periodically convenes meetings of various bodies like College Council, HOD's, IQAC, Research, NSS Programme Officers and Convenors of various clubs during the academic year. The administrative functions of the institution are carried out by the Head of the Institution through a set of committees at the college and department levels. The committees carryout their activities and at end of the academic year the conveners submit the report of the work done to the Principal. The HODs convey the decision of the college council in their respective departments. Decisions of the meeting are communicated through circulars to faculty members as well as students.

The office administration of the college is headed by the Office Superintendent who in consultation with Principal coordinates the administration. As a further measure of decentralization and to ensure

smooth functioning of the administration the Management constituted Self Financing Wing with teaching and non-teaching staff. The Director of Self Financing Wing is the functional head carrying out academic responsibilities as part of administrative decentralization. The Self Financing Wing has separate administrative office with a head clerk. The Management office has one administrative assistant and an estate supervisor who performs secretarial and housekeeping works respectively.

File Description	Document
Any additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Answer:

One of the strategic plans of the college, as mentioned in the mission statement, is to provide a career perspective to students in terms of career awareness, career preparation and career readiness. While this activity is carried out through measures integrated in the syllabus and through placement office efforts, a model career coaching programme for a selected group of students who joined in 2015-1018 U.G. programme was designed in coordination with Ma Foi foundation, Chennai, a nongovernmental, nonprofit organisation which focuses on youth empowerment. An MoU was signed with the organisation to coach 100 students for a three year period to enable them to be ready for career by 2018. This pilot project called Career Ownership Programme is a micro move for a macro effect after the second revision of the syllabus under autonomy. Though more number of students were interested to participate in the programme, they were selected based on the expectation given by the Ma Foi Foundation. Academic capability was not a constraint in the selection process and this gave an opportunity to the moderate learners also. They should be interested in pursuing a job and starting a business after graduation. The student should perform volunteering activities in and around Madurai for a week and they should travel in and around Madurai for approx 6 times in a week. Head of the concerned Department identified the students and Mr. Shankar, HoD Social Work, the convenor, shortlisted the candidates. Then the students were asked to enroll their names in essay writing process (no preparation required) for Career Ownership Programme.

The training programme commenced on September 18th 2015. The program consists of classroom activities, and self learning. All classroom activities are conducted within the campus. Trainers are made available by Ma Foi Foundation. Volunteering activities are done outside the college campus and are jointly managed by both the college and Ma Foi Foundation. Guest Lectures are organized for Career Exploration and Communication. After completion each module of the training, students are assessed and guidance is given to them based on evaluation at the verge of the programme. This is done on the basis of attitudes such as engaging others, emotional expression, influence, impact, openness to new learning, team work, and prioritizing and managing time. Students were guided to develop their leadership skills through various social and community volunteering activities. Training on self esteem, goal setting, effective reading, reading comprehension, reading from the internet and writing practices are given. Learners are introduced to frame sentences on their own. They are encouraged in public speaking also. The classroom objective is to make the students to present their learning, expectation and comments on the course with the program team/management. Awards are given to the best speaker of the day and the best improved person. The training is very interactive, engaging and hands on. The course is completely free for students and it is hoped that this program will definitely help student to choose their career after completing the UG degree.

File Description	Document
Any additional information	View Document
Strategic Plan and deployment documents on the website	View Document
Link for Additional Information	View Document

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Answer:

Service Rules:

In 1976 The Tamilnadu Private Colleges Regulation Act was published in the Tamil Nadu Government gazette (Extra ordinary) part IV, under Section 2, year 1976(Act no 19) and Establishment rules applicable to Employees of Government of Tamilnadu.

Promotional policies

If an Assistant professor having 4 years of service with Ph.D Will be promoted from Rs.6000 to Rs 7000 AGP(CAS). An Assistant professor having 7 years of experience with Ph.D will be promoted from Rs.7000 to Rs.8000 AGP (CAS). Assistant Professors having 10 + 3 years (13 years) of service (who got AGP 8000) , will be promoted from Assistant professor to Associate professor from Rs.8000 to Rs 9000 AGP(CAS).

Recruitment:

Our institution receives post approval from the Directorate of Collegiate Education, Chennai; the Management Committee will call for application through advertisement in “Newspapers”. The interview panel list will be prepared as per UGC regulation and interview panel will conduct the interview to select the suitable candidate as per norms and recommend it to the governing body. Then the governing body will decide the suitable candidates for appointment.

For non teaching staff: If there is a vacancy for non-teaching staff, Institution will get an post approval from the Directorate of Collegiate Education. Then the Management Committee will give advertisement in newspapers. Then the interview will be conducted by our Management Committee for selecting the suitable Non teaching staff as per norms.

Grievance Redressal Mechanism

The purpose of the grievance redressal cell is to provide easily accessible machinery for settlement of grievances/issues of the students and staff to ensure expeditious settlement of their administrative and academic problems. The grievance redressal committee constitutes a senior faculty member as the convenor and two male staff and two female staff as members of the committee respectively. The students can meet the committee at anytime as the accessible has been made easy in the campus. A System has been evolved to enquire and analyse the grievances in a strictly confidential manner. Then the committee will discuss with the principal and the college council for prompt action. If necessary, the principal will explain the decision taken in the college council regarding the issue with the members of the management.

The teaching and non teaching staff can meet the principal in person to discuss their grievances. The principal will take all initiatives to sort out their grievances with an impartial and fair manner. Besides, grievance redressal is also done through respective staff association. Further, the staff association shall take the common grievances of the faculty members if any with the principal and the management.

File Description	Document
Link to Organogram of the Institution webpage	View Document
Link for Additional Information	View Document

6.2.3 Implementation of e-governance in areas of operation

1. *Planning and Development*
2. *Administration*
3. *Finance and Accounts*
4. *Student Admission and Support*
5. *Examination*

Answer: All 5 of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP Document	View Document
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	View Document
Any additional information	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Answer:

Among the various Clubs under CBCS part V Eco Club is a spirited club doing significant activities to create environmental awareness among the students. Highlights of the Eco Club activities pertaining to environment in the last five years are given below.

- Orientation Programme was conducted for Eco Club Members every year at the commencement of the semester. The Club members were briefed about their commitment towards developing a better Eco System in the campus and the neighbourhood.
- A rally on “Plastic Awareness” was organized on 16-3-2012 and again on 29.03.2017 in Vilachery village.
- 85 students participated in Walkathon organized by Dhan Foundation on 02-02-2013 with theme “Diversity and Food Security”.
- 10 students of Eco Club participated in the awareness programme on “Conservation of Water” held at Madurai District Collector’s Residence on 13-04-2013.
- An awareness programme on “Water Conservation and Soil Fertility” was organized on 07-02-2014.
- Paper bags manufacturing training was given to 20 students of Social Work Department and Sornammal Trust on 07-02-2014.
- The ECO Club organized an orientation Programme with a theme “Afforestation Rally” from our college to Thiruparankundram on 20-2-2014 Mr.Rajangam District Forest Officer, Madurai delivered a special lecture.
- Poster Presentation Tableau and oath taking on Eco Friendly Environment were conducted on 26-3-2014. A Talk Show and Chart Presentation was given on topic “Green Day”.
- An awareness programme was organized on “Air, Water and Land Pollution”. A special lecture was conducted on How to build Artificial Bird’s Nest, Biogas and Vermicompost on 02-02-2015.
- A Special Lecture on “Environmental Friendliness” was delivered by Dr. S. Rajamohan of Enviro Care on 16-2-2015.
- District Forest Officer headed an Awareness rally by 100 students on “Green Effect” on 18-2-2015.

- “Bird Counting 2015” was organized on 09-03-2015 in our campus. Our students identified 13 species.
- World Forest Day was celebrated on 20-3-2015.
- A Special lecture on “Global Warming” was organized on 11-9-2015. Dr. Mary Praveena Iram Foundation was the Resource person.
- A Quiz Competition on environmental issues was conducted on 06-10-2015 for the Eco Club members and prizes were given to the winners.
- Mr.Rajendran, Tahsildar, Thiruparankundram has done a field survey to check encroachment along with the students under the theme “ Maasila Madurai” in Thenkal lake on 05-02-2016.
- 100 students worked with Tata Dhan Academy which organized a cleanliness drive on Vaigai River in order to remove the plastic wastes on 15-3-16.
- Survey was conducted on different kinds of birds in our campus. Our students identified 26 species of birds in our campus. Mr. Ravidran, Director of Madurai Forum delivered a special lecture on “Bio-diversity” of Madurai on 07-08-2015.
- Our college alongwith Madurai Nature Forum organized a Programme “Birds Count-2017” from 14-1-2017 to 16-1-2017. Our students submitted a report to Madurai Nature Forum. The students identified 23 species of birds in our campus.
- Removal of Prosopis juliflora(environmental hazardous tree) in Vilachery village on 13-03-2017.

File Description	Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

6.3.1 *The institution has effective welfare measures for teaching and non-teaching staff*

Answer:

The teaching and the non-teaching staff of the aided college are provided all the welfare measures accorded to them by the Government of Tamilnadu and UGC.

- Financial assistance for minor projects to Faculty Members.
- Financial incentive for Self Financing Wing teachers with Ph.D/SET/NET.
- Appointment of teaching and non - teaching staff in the Self Financing Wing, when things being equal, some weightage is given for the alumnus as a measure of recognition.
- Some weightage is given to adhoc non-teaching staff with commitment, competence and experience for appointment in permanent vacancy.
- EPF & ESI contributed by management 1/3 constitute for Self Financing Wing
- A annual family retreat for the non teaching staff of Self Financing Wing
- Festival allowance given to the teaching and non teaching staff of Self Financing Wing
- Travel allowances /Registration fees given to Self Financing Wing staff those who are attending State, National and International Conferences
- Pongal Bonus is provided.
- Loans are arraged for both teaching and non-teaching staff in both streams.
- Uniform for the supportive staff.
- Health camp for Teaching & Non-Teaching staff.
- Health centre is maintained with special focus on women’s health by a qualified woman nurse.
- Nutritious drinks & fruits given to girl students & women staff who are prospective mothers.

File Description	Document
Any additional information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years

Answer: 3.02

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
12	7	0	2	2

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	View Document
Any additional information	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Answer: 1.4

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
3	3	0	1	0

File Description	Document
Reports of Academic Staff College or similar centers	View Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document
Any additional information	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Answer: 13.01

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
75	21	3	1	1

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers).	View Document
IQAC report summary	View Document
Details of teachers attending professional development programs during the last five years	View Document
Any additional information	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Answer:

The institution has performance appraisal system for both teaching and non-teaching staff. Feed back is prepared by IQAC based on the recommendation of UGC and circulated to students who are at the verge of their course every year. The students evaluate the performance of the subject teachers on various parameters.

Autonomy was introduced in our Institution in June 2015. The IQAC directed all the departments to conduct academic audit by appointing External Subject experts to evaluate the performance of the department and the individual staff members. Based on the recommendations of experts, the department will have a self assessment and prepare a report for further enhancement of the department. Besides, result analysis meeting will be conducted for every semester by the Principal and the Director in presence of office bearers of the Management.

One of the recommendations of the peer team visit, in the previous NAAC visit, and in their exit report was that most of the classes were predominantly conventional. They recommended strengthening ICT teaching resources. IQAC organized two courses on Online Teaching and Learning which the teachers gradually introduce in their classrooms.

For confirmation and probation period by the Secretary and for Associate profession ship self appraisal forms as provided by the UGC and for Associate profession ship promotions assessment and academic performance of a teacher are fully received by the Principal before forwarding it to the Joint Director of Collegiate Education, Madurai Region, Madurai.

As a sample of performance evaluation, the Management conducted a written test and evaluation for the faculty members of Department of Commerce and Commerce with Computer Application in the Self Financing wing on June 2017. A panel of subject experts in Commerce assessed the academic proficiency of the teachers.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Answer:

Institution is subjected to regular internal and external audit for the income and expenditure of the institution. The internal audit is conducted effectively in accordance with Society bylaws. External audit is conducted by Joint Director of Collegiate Education, Madurai Region, Madurai and Accountant Audit General, Chennai in accordance with standard terms of Government audit rules. Auditors visit Institution

yearly once and audit the accounts and provide audit report. Objections mentioned by the auditors are rectified with proper evidence through the institutional Mechanism.

File Description	Document
Any additional information	View Document

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Answer: 329.44

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
64.35	127.98	73.62	57.94	5.55

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document
Annual statements of accounts	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Answer:

1. As per byelaws (6D), the Mannar Thirumalai Naicker College, the Management is entitled "to mobilize necessary fund through endowments or as member's donation from Naidu community over the age of 18 or by receiving from Non - Naidu community subject to the rules and regulations.
2. The management collects endowment funds from members for membership categories and also for specific college development needs.
3. The college approaches philanthropists of Naidu community for major donations for infrastructural development of the college.
4. The college approaches MLA's and MP's for financial aid for building construction.
5. The college also mobilizes financial resources by renting the auditorium and seminar hall during holidays and vacation on a minimum scale.
6. All contributions and payments are properly accounted and audited annually.
7. All donors are recognized fittingly in stone inscriptions fixed to their respective donated blocks.
8. The college had endowments for commemorative lectures and for awarding students for their academic proficiency as on February 2012 gifted by various donors in the last five years. The interests accruing part of the endowment grant is utilized annually for the awards.
9. Retiring teachers have contributed voluntarily for basic infrastructural facilities at the college. The management recognizes their contributions suitably.
10. UGC grants, Autonomy grants, Seminar grants from Central Institute of Classical Tamil have been received as per norms applicable in the last 5 years.

File Description	Document
Any additional information	View Document

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Answer:

1. The Internal Quality Assurance Cell of our institution took initiatives to institute “**A Multi-Disciplinary Peer Revered Bi-Annual Research Journal**” with the direction of the Management, the Principal and the staff. The IQAC decided in its meeting to bring out a research journal with UGC approval stamp. The Research Journal was christened “The Mannar Scroll”.

The Journal is an intellectual enterprise for the advancement of knowledge and application in the field of Humanities, Science and Technology, Commerce and Management. The scope of the journal is to publish original research papers which constitute a fresh thought in emerging areas of research in multi-disciplinary mode.

An editorial board was constituted with meticulous care which consists of Editor-in-Chief, Chief Editors, Managing Editor, Associate Editors and Advisory Members from different disciplines from India and abroad. When papers were called for, there were overwhelming responses from teachers and research scholars of colleges and universities in India and abroad. All the articles were carefully reviewed and finally 34 papers were selected for first volume from varied disciplines. All the articles were published at free of cost. A copy of the journal and a certificate were issued to the scholars who contributed to this journal. The Management provided the financial assistance for the release of the Journal. ISSN 2321-788X certification was received prior to the release of the journal.

A grand inaugural was organized to launch the journal. Dr.R.G.Sonkawade, Dean, School of Physical Sciences, Ambedhkar University, Lucknow was invited as the chief guest to release the journal. Indeed, the institutionalization of this research journal is a milestone in the history of our College and one more colourful feather on its cap.

As it is a continuous process and bi annual journal, the second volume of this journal was released in November 2017 in the august presence of Dr.Srinivas, Professor and Head, National Institute of Educational Planning and Administration, New Delhi. The Journal has now been approved by UGC with journal number 43960 and 1.5496 impact factor.

2. News Bulletin

The Internal Quality Assurance Cell is the live wire of the College that electrifies the staff and students in their multifarious activities. In a sense, it is the conscience keeper of the college as it sets the objectives and coordinates the action. It is an exciting experience when a thought becomes action. The News Bulletin is one such cherished work that has its roots in the passion to perform. The Internal Quality Assurance Cell has come forward to bring out its bi annual bulletin which would be the snapshot at various activities that are happening in the campus. It will also help in building team work which is very much essential today in the world of competition. The news bulletin provides a platform for showcasing the academic achievements of the faculty and students. It enhances the documentation culture at the institution and creates an impact in the minds of the readers about the institution. The Bulletin in a way is a process of promoting academic excellence.

File Description	Document
Any additional information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Answer:

Institutional Review of IQAC

1. The Internal Quality Assurance Cell reviewed the communicative skills of the students and understand that the students admitted in our Institution learn subjects in English medium. But their English language continues to remain at an average level because coming from a rural background where they had studied in Tamil medium they lack exposure to grasp subjects taught in English. As a popular measure to tackle this problem IQAC suggested that English newspaper at a subsidized cost could be supplied for all the students in a phased manner. On all working days each student gets a copy of The Hindu or The Times of India or Business Line not only to enhance their knowledge in current affairs but also acquire English comprehension skills. Teachers were instructed to take about 10 to 15 minutes on a day to identify specific pages in a newspaper to inspire them to read and comprehend and communicate better. This learning reform has shown signs of improvement in the students. Programme was implemented from the academic year 2007. Reading and comprehension skills are the ultimate aim of this co-curricular learning activity.

Every semester students fail in part II English due to an inherent difficulty in reading English. During review of results it was suggested that apart from remedial classes, the reading of newspapers as a daily activity could be implemented to inspire the students to consider English as a learner friendly language.

Sl.No	Year	Name of the Newspapers	Number of Newspapers	Cost of the Newspapers (Rs)	Subsidized cost (Rs)
1	2013-2014	The Times of India	633	2	1
2	2014-2015	The Times of India	1013	2	1.25
3	2015-2016	The Hindu	959	5	2
		The Times of India	1067	2	1.60
4	2016-2017	The Hindu	1274	6	2
		The Times of India	950	2.50	1.90

2. The College has two academic wings: Govt. aided wing and the self financing wing. Govt. aided wing teachers undergo orientation and refresher courses and enhance their teaching skills regularly. But the self financing wing teachers do not get this opportunity easily. IQAC felt the need for providing a training opportunity for teachers to enhance their teaching skills and requested the Director, Self financing wing to organize teaching skills, life skills and ICT enabled online learning skills to self financing wing teachers. The management approved the proposal of the Director and the FDP was conducted two times in 2014 and 2016.

Faculty Development Programme with Trainer's Programme and participants details are enclosed in link for Additional Information

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Answer: 2.4

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
10	0	1	1	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

Answer: Any 3 of the above

File Description	Document
e-copies of the accreditations and certifications	View Document
Details of Quality assurance initiatives of the institution	View Document
Any additional information	View Document
Annual reports of Institution	View Document

6.5.5 Incremental improvements made during the preceding five years (in case of first cycle)

Post accreditation quality initiatives (second and subsequent cycles)

Answer:

Incremental improvement is an approach to process improvement in which our Institution focus on success. The following significant incremental improvements made during the last five years.

1. UGC Financial grant has been sanctioned four minor projects for Dr.S.Ganesan, Assoc. Prof. of Commerce, Dr.V.SureshBabu, Assistant Prof. of Commerce Dr.G.Raghavan, Director of Physical Education, Mrs.D.Vimala., Assisstant professot of English.

2. Introduction of New Courses:

The institution has introduced 4 new Courses during last 5 years. They are,

M.A Tamil - 2014-15

M.Phil English - 2014-15

- Mathematics and English departments have been upgraded to research departments in the academic year 2016-17.

3. Faculty Enrichment

- Only 24 Ph.Ds were in the last NAAC Re-accreditation whereas 42 more Ph.Ds were produced, 24 faculty members are currently pursuing their Ph.D.
- Institution has appointed a Research Dean and 38 Ph.D scholars awarded under 10 Research Guides.
- 11 teachers guideship were approved by Madurai Kamaraj University.
- 22 faculty members have cleared NET/SET Examinations.
- Ten faculty members are supported with financial grant by the management to pursue minor projects

4. Library

- Internet facilities(Inflibnet) is activated in our college campus since 2015 years.
- More than 97000 E – Books and more than 6000 E – Journals are available in our library.
- In our library, we have increased the number of competitive exam books by 755.

5. MoU's :

1. Winways Informatics Private Ltd, Madurai

2. Kalvi

3. Ma-Foi Foundation

4. ICT academy, Chennai

5. Abnersoft

- Campus is provided with Wi-Fi facility.
- Autonomous status is achieved
- Exclusive autonomy block is constructed
- Our college NSS volunteer B. Karunamoorthy, II B.Com(Regualr) NSS -2015-2016 unit no : 66, participated in the National level Trekking Camp conducted by the Ministry of Youth Affairs and Sports. Government of India from 10th October, 2015 to 19th October, 2015 at Dharmashala, Himachal Pradesh.
- From 2012 – 2017 there are 32 physically challenged students are enrolled in our college.
- Provided soft skill development programmes for students.
- There are 210 computers in 4 labs with LCD projector to benefit the students.
- The college extends internet facility to students at a nominal charge. Students can access the net from 1.30 p.m to 4.00 p.m in the library
- The college has a playground of 7.48 acres. It contains cricket pitch, volley ball ground, tennikoit ground and kabbadi ground. Moreover our college provides facilities for indoor games like table tennis, carom board, shuttle badminton, and chess to develop students skill in games and sports.
- State, National and International conferences have been organized by all the departments in the aided stream and a few by the self financing courses.
- Orientation and Faculty Development Programmes have been arranged for the teaching and non-teaching staff.
- Additional infrastructure facilities are created to have smooth functioning of the college.
- Funds have been generated from the philanthropists of the community

File Description	Document
Any additional information	View Document

7. Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Answer: 21

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
3	8	6	2	2

File Description	Document
Report of the event	View Document
List of gender equity promotion programs organized by the institution	View Document
Any additional information	View Document

7.1.2 Institution shows gender sensitivity in providing facilities such as

a) Safety and Security

b) Counselling

c) Common Room

Answer:

a) Safety and Security

In today's educational environment, students and teachers' safety is given priority in our institution. Creating a classroom that is organized and characterized by mutual respect makes it a lot easier to teach effectively. Both girl students and boy students feel safe in the classroom environment and also they feel conducive atmosphere for learning. CCTV cameras, security staff and teaching and non-teaching staff monitoring of students and hangout are in place.

Equal importance is given to participate in various intercollegiate activities. The girl students are accompanied by two female teachers and male students are accompanied by male teachers only whenever they participate in intercollegiate meet in and around Madurai. Health centre for all, public transport for return journey for women students from the campus are further safeguards.

During the lunch hour, women students are given provision to have their lunch at the auditorium under the supervision of two teachers and boy students have their lunch in the classrooms.

Dress code for students is monitored by all teachers.

Forty eight girl students are accommodated in Women's Hostel with good security.

Although as per State Government norms, the college was started as Men's College, later it was converted to Co-education and that admits thirty percent of women students. The collective sex ratio among teachers is 40:60. The college ensures safety and security for these women and provides equal opportunity for both the sexes.

It can be stated with due pride that in the institution the incidents of sexual harassment of women students is nil due to the discipline maintained in the campus. The College campus is proved to be very secure due to its well-maintained security system.

b) Counseling

Tutor-ward system ensures regular counseling of students. Parent Teacher student meeting twice a year tripartite endeavour. During I year students orientation programme male students are sensitized to understand gender equality in a perspective for better behavior and relationship between male and female students. The Women's Cell of our college counsel the grievance redressed by the girl students. Women Grievances Cell deals with gender issues. The cell also conducts different activities to encourage women to fight against any kind of injustice resulting from gender bias. Women teachers have been deputed for counseling skills workshops organised by Government of Tamilnadu.

c) Common Room

There are 500 NSS boy students and 200 NSS girl students in our college. There are 83 NCC boys and 21NCC girls. Separate Rooms for girls and boys are provided for refreshment, restroom, etc.

All classrooms, labs, Library Reading Hall, NCC, auditorium and Meeting Halls are common rooms which provide opportunity for gender equity and gender synergy.

Canteen facility is available at the college campus with separate sections for boys and girls.

Separate toilet rooms are used by male and female students and staff.

File Description	Document
Any additional information	View Document

7.1.3 Percentage of annual power requirement of the Institution met by the renewable energy sources

Answer: 0

7.1.3.1 Annual power requirement met by renewable energy sources (in KWH)

Answer: 0

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document
Any additional information	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Answer: 5.5

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Answer: 5087.17

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5 Waste Management steps including:

- **Solid waste management**
- **Liquid waste management**

- *E-waste management*

Answer:

Solid Waste Management

Every day, all buildings and the other surrounding area in the campus are cleaned and waste is disposed. Stationery wastes are disposed for recycling. The blank sides of single-sided printed papers are used. Modern Napkin incinerator is maintained in Ladies toilet and hostel for safe disposal. Leaf garbage is gathered and utilized for the growth of plants and trees.

Liquid Waste Management

Well-constructed drainage system leading to the closed collection tanks is maintained to avoid stagnation of water. The tank is cleaned regularly. Closed tanks are built in the campus. Maintenance of water supply, prevention of water leakage and wastage is done regularly. Liquid waste is drained through pipes and connected directly to municipal underground drainage channel.

E-waste Management

E-wastes such as CDs, batteries, fluorescent-bulbs, PCBs and electronic items are collected and delivered for safe disposal. Useful parts of electronic gadgets are removed from gadgets for reuse purpose. Minor repairs are set right by staff and Laboratory assistants and major repairs are carried out by professional technicians and reused. The damaged computers are exchanged with local dealers. UPS Batteries are recharged, repaired and exchanged. Non-working computers, monitors and printers are discarded and scrapped on a systematic basis.

File Description	Document
Any additional information	View Document

7.1.6 Rain water harvesting structures and utilization in the campus

Answer:

According to the directions of State Government and furthermore the thought of ecological state of this territory, all the constructions are well laid with rain water gathering framework to revive ground water level. Rain water harvesting is an effective technique to overcome the problems of insufficient amount of water at the ground level especially in Tamilnadu. It is the best resource to recharge the ground water level. This method enhances ground water level in a better way. Rain water harvesting facility is made in all the buildings of our institution. No water used on the campus is let out and it is allowed to seep into the soil to recharge ground water. There are 6 Rainwater Harvesting tanks in the campus. Hand wash water from I floor and II floor of all the buildings is also connected to those tanks and they are used for the growth of plants and trees. From the terrace of the college building, all the pipes are properly connected to the rain water harvesting tanks and it raises the groundwater level. The risk of water scarcity will not be a threatening one in the future. Rain water harvesting is very well practiced in our college.

File Description	Document
Any additional information	View Document

7.1.7 Green Practices

- *Students, staff using*
 - a) *Bicycles*
 - b) *Public Transport*
 - c) *Pedestrian friendly roads*
- *Plastic-free campus*
- *Paperless office*
- *Green landscaping with trees and plants*

Answer:

a) Bicycles

Two percent of students use bicycle. Vehicle Parking is maintained at the entrance.

b) Public Transport

Eighty percent of the students use Government buses. Government Bus facility is available inside the campus for girl students for return journey.

c) Pedestrian Friendly Roads

The entire college stretch is evenly laid making it easy walk for student mobility.

Plastic free Campus

Use of plastic bags and cups are not encouraged. Usage of steel plates, leaf plates, steel cups, paper cups are mandatory. Seminars, talks and awareness drives were organized to create environmental consciousness. Separate bins for bio-degradable and non bio-degradable wastes are placed in each classroom. Anti-plastic drive is regularly undertaken.

Paperless office

Administrative works are carried out with a centralized server and interconnected systems. Most of the documents are maintained and transferred digitally. All relevant documents are preserved and tracked readily. Pen drives, CDs are used often. The College campus is Wi-Fi enabled completely. The academic information, internal valuation scheme are mailed from the concerned department periodically.

Green landscaping with trees and plants

Oxygen radiating Neem trees keep the grounds cool. Saplings are planted in the college premises. Debris free drive is undertaken. Smoking is strictly prohibited in the campus.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Answer: 0.02

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

Answer:

2016-17 2015-16 2014-15 2013-14 2012-13
0.141 0.02 0.173 0.031 0.028

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	View Document
Any additional information	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

Answer: C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
Any additional information	View Document
link to photos and videos of facilities for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Answer: 0

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

Answer:

2016-17 2015-16 2014-15 2013-14 2012-13
0 0 0 0 0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document
Any additional information	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Answer: 22

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

Answer:

2016-17 2015-16 2014-15 2013-14 2012-13
15 1 1 2 3

File Description	Document
Report of the event	View Document
Details of initiatives taken to engage with local community during the last five years	View Document
Any additional information	View Document

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal / Officials and support staff

Answer: Yes

File Description	Document
Any additional information	View Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13 Display of core values in the institution and on its website

Answer: Yes

File Description	Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Answer: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document
Any additional information	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Answer: Yes

File Description	Document
Provide link to Courses on Human Values and professional ethics on Institutional website	View Document

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Answer: Yes

File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Answer: 164

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
22	62	25	48	7

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Answer:

The Rotaract Club members of our college and students are very much interested in organizing a grand event on the eve of our **Former President Dr. A.P.J. Abdul Kalam's Birthday on 15th October 2015**. The event required about 2000 student participants who formed the face of our Dr. A. P. J. Kalam on that day in our college playground which is suitable for the event. The programme is organized in co-ordination with Madurai Rotaract (Mother Club) Club and Co-sponsors.

Mannar Thirumalai Nayakkar's Birth Anniversary is celebrated every year in the month of February. Veerapandiaya Nayakkar's Birth Anniversary is celebrated every year.

Gandhi Jeyanthi Anniversary is celebrated every year in the month of October. Members of Khadi also participate in this programme. The institution celebrates National Days such as

- Swami Vivekananda's Birth Anniversary (National Youth Day)
- Subramaniya Bharathiyar Birth Anniversary
- National Science Day
- Independence Day
- Republic Day
- Teachers' Day
- Women's Day
- Voters Day
- Environmental Day
- Forest Day
- Gandhi Memorial Day
- NSS Day
- World Health Day
- World Population Day
- Blood Donation Day

- National Integration Day
- World AIDS Day
- World Peace Day
- National Mathematics Day
- World Heart Day
- International Yoga Day

All teaching and non-teaching staff, more number of students take part without any absence on these days.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Answer:

Internal Auditing is periodically done by auditing team appointed by Management Committee and External auditing of Aided College, by the auditor appointed by Joint Directorate of Collegiate Education. Accounts Financial statement is submitted to JD office every year. Accountant General Auditor will scrutinize it and re-audited by AG Office, Chennai. Accounts are submitted and placed for approval by Governing Council, Executive Committee and General body.

Proposal to offer New Courses are initiated by Academic Council and Governing Body. Framing and modifications of the syllabi are approved by Academic Council. Deans' Office coordinates and facilitates effective functioning of Autonomy. Academic administrative affairs are discussed in College Council meeting and finally intimated to all. Various committees look after different activities and other functions.

Management and College Council deal with matters of Policymaking, Infra-structural development and other activities. Management consults periodically with Principal and teachers for taking decisions related to institution. Visionary leaders of institution continue to render efficient administration and sustain ceaseless development and opportunity. Administering bodies guarantee fundamental frameworks which provide positive conditions. Supporting organizations continue to upgrade their main goal. Ethical and responsible conduct permeates the institution from its financial functions, through its academic, personnel policies and varied auxiliary functions.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Answer:

Best Practice - 1

Title of the Practice: Gender Parity Assurance

Objectives of the Practice:

- To promote and provide prospects for gender parity
- To ensure a classroom where students of both sex conduct themselves with mutual respect
- To promote gender parity in the campus through value education which negates gender bias
- To provide gender sensitive ethos for the safety of women students

- To identify gender inequalities that may impede women from academic achievements
- To create a conducive environment and foster the competitive spirit irrespective of sex for participation in cultural activities, intercollegiate competitions, etc
- To empower students to become capable leaders and responsible citizens with gender sensitivity

The Context

Majority of the students enrolled in the college came from suburban and rural areas with less exposure to positive peer pressure and interpersonal relationship skills. The college through guidance and counseling empowers the students in human relations, communication and related life skills. Teachers have been deputed for counseling skills training so that they can instill the spirit of gender sensitivity among students and their parents as well. Special care is given for their physical, mental, social and spiritual well being by providing a variety of opportunities and facilities so that they can groom themselves for career and for life in terms of skills acquisition. As youth (men and women) empowerment is a national priority under inclusive and quality education and as it leads to gender parity and socio-economic betterment, the college as part of overall has been consistently working on gender parity among the staff and the students.

The Practice

The college is an equal opportunity policy practitioner in staff appointments and student admissions. The college offers a variety of opportunities to both men and women students.

Every year as per Tamilnadu Battalion NCC directive has led to a total strength of 22 women cadets along with 88 men cadets. Women cadets undergo training in weaponry, drill practice, map reading, disaster management, etc. At present, there are 22 NCC girl students in our institution. Enrolment of women in NCC puts them on par with male cadets in all tough situations.

Both male and female NCC cadets are very active and they exhibit team synergy. Both Students are trained every year for selections to Republic Day Parade and their NCC events held every year. They participate in campaigns, rallies, etc.

Five NSS Units function for men students and two NSS units function exclusively for women students. They actively participate in various programmes such as cleaning the campus, the surroundings, temples and monuments and also in awareness programmes. They go to villages on a 7 day camp and work with the people for promotions of health, hygiene, livelihood and literacy. They involve in tree plantations and planted saplings in and around the campus. NCC and NSS men and women volunteers form a march past team and parade contingent during ceremonial occasions.

As gender parity also implies special care for women to give them a sense of significance the college has reserved the following events exclusively for women:

1. Divine Lamp Pooja: 1000 women students chant hymns and light the lamp for the welfare of self and the society. Male student volunteers assist them in the observance of their ritual.
2. Pongal Day Celebration: Department wise Pongal celebrations cooking the candy rice in mud pot to commemorate harvest season followed by cultural programmes.
3. Women's Day Celebration: In their exclusive all women's annual gathering for rededication towards further progress in women's affairs and gender parity. Speaker session, entertainment, competitions mark the spirit of this event.

The women's seminar hall and women's vocational training centre in women's hostel empower in terms of training in confidence competence organized annually by EKTA, Madurai based NGO for women's welfare and gender justice. As part of gender justice campaign both men and women students have participated jointly in the campaign against atrocities on girl children in 2015 and 2016 and for solidarity against exploitations of women in 2017.

Evidence of success

Three NCC girl students namely B. Elakkiya of Commerce who participated in Republic Day Parade at New Delhi in 2015 and P. Gowshika of English and V. Shalini of English participated in Thal Sainik

Camp held at New Delhi in 2016 and 2017. Their participation in parades and various camps is remarkable.

One of the reasons for the smooth functioning of the college is the amicable relationship between men and women students. Women and men students cut across their respective disciplines for joint endeavours in sports, cultural and extension activities. The enactment of English drama for the past five years is a testimony to the gender equality among both the sexes in terms of team work carried out with mutual good will and respect.

The Rotaract club has two wings which provide leadership and service opportunities of students of both sex who work in an atmosphere of positive peer pressure to imbibe life skills and gender parity. A striking measure of success is the observance of Abdul Kalam's birthday for which 3000 students synergized for the human formation of Abdul Kalam, a feat well publicized in the media for this team synergy of both sex.

Problems Encountered and Resources Required

Interpersonal issues with men students, though very minimal need intervention from teachers for reorientation on gender sensitivity to men students. Guidance and counseling for further studies, career readiness and marital readiness are measures to be undertaken in the campus for which professional counsellors and trainers need to be appointed. All women teachers are to be trained in counseling skills especially to deal with women and men students as persons with individuality sometimes bordering on eccentricity. Women in general yearn for voice to be heard and a space to position themselves competitively. It calls for a confidence and competence building training programme in a phased manner throughout their studies. Men students need to be constantly counseled on empathetic understanding for women students as fellow students with a different sexuality.

Best Practice - 2

Title of the Practice: Health Centre and Fitness Centre

Objectives of the Practice:

- To enhance health consciousness and physical fitness among students
- To provide physical fitness equipment in a gymnasium under the care of the Director of Physical Education
- To provide health tips daily in health centre notice board.
- To assist during medical camps and blood donation camps conducted in the college periodically.
- To provide medical service for menstrual hygiene women and general health of both men and women.
- To provide counseling and guidance on mental well being through professional counselors when necessary through a mental health specialist.
- The ultimate objective is to enhance sound mind in a sound body.

The Context

Providing physical and mental health care and maintaining healthy physique through a wide spread public health approach, including advocacy and prevention are the main key functions of Health Centre. The teachers inculcate in the minds of students personal hygiene and several health practices. Many students kept coming to college without taking regular breakfast. Teachers felt the adverse impact of this practice in the first hour of the classroom. They developed headache and other discomforts. Some students had routine sickness disabling them from classroom concentration. Girls specially had regular discomforts. Sports injury, minor injuries during walk from the bus stop to college, etc. warranted the establishment of a health centre. The Management established the Fitness Centre or Gymnasium on 21st December 2011 and the full-fledged Health Centre on 2nd July 2012.

The Practice

There is a provision to check blood sugar level and blood pressure free of cost. General check up is given to the students once in three months. Horlicks is given to women students, teaching and non-teaching staff during their pregnancy period. Special care is given to them. Fruits and biscuits are provided to them in alternate days. The health center of our college provides free medicines. Medical counselling is given to all the students and the teaching staff when it is necessary.

Facilities available at the Health Centre:

- Height and weight measurements
- Glucometer
- Blood Pressure Apparatus
- Nebulizer Machine for easy breathing
- Administration of Intravenous fluid (Glucose and MJ injection) to students who suddenly suffer from loss of energy.
- The centre also buys generic medicine through “Jan Aushad” a nearby Central Government funded medical shop
- Pulse Oximeter
- Mini Refrigerator

To strengthen the physical fitness and good health of the students the college has Gym facility. The Gymnasium is well equipped with gadgets to improve physique and give corrective measures for reducing obesity and to maintain physical fitness. It is well equipped with a trainer.

The Health Centre functions from 8.30 a.m. to 4.30 p.m. on all working days. The Gymnasium functions from 7 a.m. to 5 p.m. on all working days. Separate time has been earmarked for girls. The Gymnasium is being used by teachers also. Male students who regularly practice in the fitness centre have also participated in physique display competitions.

Facilities available at the Fitness Centre:

- Multi Gym 6 Stations
- Multi Gym 4 Stations
- Seated Calf Bench
- Dumbbells Rack with Imported Dumbbells (35kg)
- Multipurpose bench
- Stretch Machine
- Dual Twister
- Stepper Sharp Power
- Stadio Meter
- Sit up Bench
- Tread mill
- Elliptical Trainer
- Weight Lifting set

Health and Fitness Club under Part V is functioning in tandem with the two centres.

Evidence of Success:

A qualified nurse looks after the health centre. She provides immediate health care and if required refers them to nearby hospital or to the parent hospital, Vikram Hospital. Both male and female students get benefits for their habitual and occasional ailments. The health centre record shows regular inflow of both male and female students.

Health Centre provides

1. Clean and hygienic bed rest facility
2. First aid treatment at site (classroom) during emergency
3. During sports and games the Health Centre service is available on the spot
4. Free monthly dosage of medicine to a few chronic patients

5. Mini Refrigerator

The Health and Fitness Club have organized health camps separately for both gender more than 800 girls and more than 1000 boys every year benefiting which ensure that the club promotes health for all. Memorandum of understanding was also done with Vickram Hospital and established separate medical unit inside our campus.

Problems Encountered and Resources Required

The demands on health centers are greater and more complex than ever. More students visit the health centre with significant health needs, including mental health challenges. And many need help in managing serious conditions like asthma, eating disorders, injuries and physical disabilities. As our demand increases, increasing the bed facility is recommended. Large space and separate rooms for boys and girls are also required. For some students physical ailments are a manifestation of depression they are unable to cope with. So a regular counselor or a clinical psychologist is an immediate requirement. This matter has been referred to the Management. At the moment teachers from Social Work Department with specializations in mental health guidance carry out this work.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Answer:

Autonomy:

A thrust area of the college for the last five years had been the upgradation of the college with autonomy and also with potential for excellence and for the last three years had been the entry to National Institutional Ranking Framework. Of these, autonomy was a priority as it gives the college a unique status in academic advancement. Only two colleges in Madurai City were non-autonomous and Mannar Thirumalai Naicker College took the lead in 2014. Autonomy is a dream project of the college, undertaken jointly by the Management, the teaching and the non-teaching staff for the furtherance of tertiary education in Madurai city and its surroundings. The institution has phenomenal role in the last four decades. Introducing Autonomy is inevitable, so that new syllabus can be introduced with learning objectives, new curriculum and ICT Learning. During these forty years this institution had a significant growth. The Management recommended autonomy. The college emerges as a prominent institution with Research Centres. In the words of the Union HRD Minister, Sri Prakash Javadekar, "Only giving complete Autonomy will give them full freedom to innovate and develop and find the place among the top hundred in the world." The college with academic and operative freedom is doing better and has maximum credibility. The financial support to such colleges boosts the concept of Autonomy.

The Principal convened a meeting of all Staff of both Aided and Self-Financed Wings on 13.02.2015 to discuss the need for opting for Autonomy. Unanimous decision was taken at this meeting to initiate preparation for Autonomy. Autonomy proposal was submitted on 30.09.2014 to UGC through Madurai Kamaraj University, Madurai. The UGC constituted a Committee to visit our college. Expert committee visited our college on 10th and 11th March, 2015 to evaluate the performance and academic attainments of our college for grant of autonomous status. The college received a copy of letter from the Joint Secretary UGC on 29.04.2015 recommending autonomous status to the college for a period of Six years

w.e.f 2015 to 2021. Madurai Kamaraj University decided to confer the Fresh Autonomous Status to our college and the Communication to that effect was received on 22.06.2015.

Various statutory bodies and Committees such as Board of Studies, Academic Council, Governing Body, Autonomy Grants, Deans and COE, Academic and Administrative Audits were constituted as per the Guidelines for Autonomous Colleges during the Twelfth Plan Period to carry out the academic activities. At present the college has completed five semesters successfully. The first batch of autonomous P.G. Programme students came out in June 2017 and the first batch of autonomous U.G. Programme students will come out in June 2018.

- The UGC has been releasing an annual grant of Rs. 20,00,000/ towards the efficient implementation of autonomy. We have received grants for the last three years. These grants facilitate the academic departments in organizing national and international conferences, workshops and seminars. Grants are also utilized to strengthen the infrastructure of the institution, besides enriching the library.
- Autonomy could function efficiently due to the coordination between COE and the Deans. The office of the COE executes the tasks like setting questions based on the syllabus submitted by the office of the Deans. Changes effected in the syllabus through special Board of Studies subsequently approved by the Academic Council are faithfully communicated to the office of the COE.
- As per the requirements of NAAC, the Academic Audit was conducted for each department. A competent external examiner was invited as the expert. The syllabi, research activities, publications and programmes organized were audited. A detailed, evaluatory report of each department has been submitted to the IQAC through the Principal. The External Dr. Ram Ganesh, has words of appreciation for the infrastructure facilities available for COE and Deans' office. His audit report has special reference to the software mechanism used in the COE office.
- There are two Evaluation Halls and spacious offices for COE and the Deans and another for Superintendent of the Examinations.

Unique Features if any, of Mannar Thirumalai Naicker College Autonomy

- Software mechanism is capable of meeting the requirement of Autonomy for another 10 years.
- Results are published within three weeks from the last date of Summative Examinations.

File Description	Document
Any additional information	View Document

Extended Profile

Program

Number of programs offered year-wise for last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
28	26	26	24	24

Number of all programs offered by the institution during the last five years

Answer: 28

How many self-financed Programs does the institution offer

Answer: 21

Number of new programmes introduced during the last five years, if any

Answer: 4

Number of UG programmes offered by the College, which are not covered under the Autonomous status of UGC

Answer: 0

Number of PG programmes offered by the College, which are not covered under Autonomous status of UGC

Answer: 0

Whether the College is offering professional programme

Answer: No
Students

Number of students year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
3669	3493	3592	3720	3547

Number of outgoing / final year students year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
1074	1296	1074	1140	1049

Total number of outgoing / final year students

Answer: 5633

Number of students appeared in the examination conducted by the Institution, year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
6250	5780	5877	6060	5823

Number of revaluation applications year-wise during the last 5 years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
612	729	606	973	897

Teachers

Number of courses in all programs year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
673	650	639	634	625

Number of courses offered by the institution across all programs during the last five years

Answer: 673

Number of full time teachers year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
157	152	148	143	138

Number of full time teachers worked in the institution during the last 5 years

Answer: 738

Number of teachers recognized as guides during the last five years

Answer: 10

Number of sanctioned posts year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
157	152	148	143	138

Total number of publications during the last 5 years, which are included in online databases such as SCOPUS, web of science or PubMed/ Indian Citation Index

Answer: 19

Institution

Number of eligible applications received for admissions to all the programs year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
3206	3188	3009	2876	2714

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
1819	1718	1649	1607	1611

Total number of classrooms and seminar halls

Answer: 92

Total number of computers in the campus for academic purpose

Answer: 292

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

Answer:

2016-17	2015-16	2014-15	2013-14	2012-13
376.9	487.9	412.8	426.1	439.1

Annual lighting power requirement (in KWH)

Answer: 92494

Annual power requirement of the institution (in KWH)

Answer: 133761

Conclusion

Additional Information :

- Publish on line research journal two times a year.
- Promote inter institutional / industry linked research through MoU's.
- Explore new avenues to sign MoU's with industries, institutions and NGO's
- Nurture research aptitude among PG Students by encouraging them to work with teachers to present papers and publish them as joint authors.
- Prompt staff members to present papers in the Peer Reviewed Journals with high impact factor.
- Organize state level workshop on SPSS packages for researchers.
- Encourage staff and students to crack down NET/SET examinations
- Establish student support centre.
- Set up e-content preparation centre.
- Entrepreneur Skill development centre.
- Launch need based soft skills programmes and conduct skill-oriented and career oriented courses
- Bring out e- content modules.
- Enhance E-resources in the Library.
- Interface with print and electronic media.
- Conduct environmental and energy audit
- Organise events to interface between the college and society with particular focus on school students
- Develop histrionic talents of students for performing arts by forming a theatre group – **The King's Theatre.**
- Initiate the conduct of online exams for a few subjects in the summative examinations.
- Propose to introduce OMR format for entering the total marks of the student's subject wise.
- Increase intake of Womens' students in the hostel.
- Construct a guest house.
- Start NCC, Naval and Air wing.
- Construct a new basketball ground
- Establish a multipurpose indoor stadium
- Provide a design for Automated Management Information System
- Organise outreach programmes through NSS and other Clubs

Concluding Remarks:

The college keeps in mind the core values of the NAAC for its further development. In the third cycle fulfillment of the core values in terms of varied activities of the college has shown an upswing. The college is contributing significantly to the country's GER in higher education by its consistent increase in admission and quality enhancement of teaching and learning and youth development through NCC, NSS, Youth Red

Cross. Links with ICT Academy, IIT Mumbai, foster global competencies among students. Gender Champion Club, Eco Club, Human Rights Club, Women's Development Cell, etc., inculcate a value system among students. Shifting to electronic data management systems and accessing electronic learning resources has enriched college administration and teaching – learning process. The quest for excellence got a shot in the arm with the shift to autonomy and the sustained efforts to make a difference in the lives of students.

Establishing strong links with ICT Academy, Chennai, and joining hands with IIT Mumbai, U.S.Consulate in Chennai, for the enhancement of teaching learning process, etc. foster global competencies among students. Efforts are on to popularize NPTEL for doing online courses. The College is poised for further significant growth with the revision of syllabus due in March 2018 and the proposal to start M.Sc Programme in Physics and Diploma Programme in Cyber Security in June 2018. This is the direction in which the college is gearing up for the golden Jubilee in 2024.

EXCLUDED METRICES

List of Excluded Metrics

2 Teaching-learning and Evaluation : Weightage (300)

2.1 Student Enrollment and Profile : Weightage (20)

Ref No	Details of Metric	weightage	Metric Performance
2.1.1	Average percentage of students from other States and Countries during the last five years (Metric Type : Derived , Question Type : QN , Evaluation : By DVV , Nature : Value)	5	0.02

2.4 Teacher Profile and Quality : Weightage (60)

Ref No	Details of Metric	weightage	Metric Performance
2.4.5	Average percentage of full time teachers from other States against sanctioned posts during the last five years (Metric Type : Derived , Question Type : QN , Evaluation : By DVV , Nature : Value)	10	0

3 Research, Innovations and Extension : Weightage (150)

3.3 Innovation Ecosystem : Weightage (20)

Ref No	Details of Metric	weightage	Metric Performance
3.3.4	Number of start-ups incubated on campus during the last five years	5	0

	(Metric Type : Derived , Question Type : QN , Evaluation : By DVV , Nature : Value)		
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3.4 Research Publications and Awards : Weightage (20)

Ref No	Details of Metric	weightage	Metric Performance
3.4.3	Number of Patents published/awarded during the last five years (Metric Type : Derived , Question Type : QN , Evaluation : By DVV , Nature : Value)	4	0

3.5 Consultancy : Weightage (10)

Ref No	Details of Metric	weightage	Metric Performance
3.5.2	Revenue generated from consultancy during the last five years (Metric Type : Derived , Question Type : QN , Evaluation : By DVV , Nature : Value)	6	0

3.7 Collaboration : Weightage (20)

Ref No	Details of Metric	weightage	Metric Performance
3.7.1	Number of Collaborative activities for research, faculty exchange, student exchange per year (Metric Type : Derived , Question Type : QN , Evaluation : By DVV , Nature : Value)	5	0.2

5 Student Support and Progression : Weightage (100)

5.2 Student Progression : Weightage (30)

Ref No	Details of Metric	weightage	Metric Performance
5.2.3	Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations) (Metric Type : Derived , Question Type : QN , Evaluation : By DVV , Nature : Value)	10	100

6 Governance, Leadership and Management : Weightage (100)

6.3 Faculty Empowerment Strategies : Weightage (30)

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Ref No	Details of Metric	weightage	Metric Performance
6.3.3	Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years (Metric Type : Derived , Question Type : QN , Evaluation : By DVV , Nature : Value)	5	1.4

ANNEXURE

1.Metrics Level Deviations

Metric ID Sub Questions and Answers before and after DVV Verification

Percentage of programs where syllabus revision was carried out during the last five years

1.1.2.1. How many programs were revised out of total number of programs offered during the last five years

1.1.2 Answer before DVV Verification : 26

Answer after DVV Verification: 26

Remark : HEI clarification response.

Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

1.2.2

1.2.2.1. Number of programs in which CBCS/ Elective course system implemented.

Answer before DVV Verification : 33

Answer after DVV Verification: 5

Number of value-added courses imparting transferable and life skills offered during the last five years

1.3.2

1.3.2.1. How many new value-added courses are added within the last 5 years

Answer before DVV Verification : 5

Answer after DVV Verification: 5

Remark : HEI Clarification

Percentage of students undertaking field projects / internships

1.3.4

1.3.4.1. Number of students undertaking field projects or internships

Answer before DVV Verification : 2362

Answer after DVV Verification: 29

Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni 5) Parents for design and review of syllabus Semester wise /year-wise

1.4.1

Answer before DVV Verification : A. Any 4 of above

Answer After DVV Verification: E. None of the above

Remark : Feedback for design and review of syllabus required.

2.1.3

Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

2.1.3.1. Number of actual students admitted from the reserved categories year-wise during the

last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
1549	1284	1316	1387	1337

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
1536	1267	1280	1379	1320

Percentage of differently abled students (Divyangjan) on rolls

2.2.3

2.2.3.1. Number of differently abled students on rolls

Answer before DVV Verification : 11

Answer after DVV Verification: 4

Ratio of students to mentor for academic and stress related issues

2.3.3

2.3.3.1. Number of mentors

Answer before DVV Verification : 169

Answer after DVV Verification: 157

Remark : Number of Mentors for academic year 2016-17 is considered.

Average number of days from the date of last semester-end/ year- end examination till the declaration of results during the last five years

2.5.1.1. Number of days from the date of last semester-end/ year- end examination till the declaration of results year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
15	23	25	16	22

2.5.1

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
41	45	40	42	45

Remark : As per link uploaded document difference between end examination and declaration of result approximately found to be more than 40 days.

2.6.3

Average pass percentage of Students

2.6.3.1. Total number of final year students who passed the examination conducted by Institution.

Answer before DVV Verification : 620

2.6.3.2. Total number of final year students who appeared for the examination conducted by the institution

Answer before DVV Verification : 1074

Answer after DVV Verification: 1057

The institution provides seed money to its teachers for research (average per year)

3.1.2.1. The amount of seed money provided by institution to its faculty year-wise during the last five years(INR in Lakhs)

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
2.0	0	0	0	0

3.1.2

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

Remark : Required document is not uploaded.

Institution has the following facilities

1. Central Instrumentation Centre
2. Animal House/Green House / Museum
3. Central Fabrication facility
4. Media laboratory/Business Lab/Studios
5. Research / Statistical Databases

3.1.4

Answer before DVV Verification : C. Two of the facilities exist

Answer After DVV Verification: E. None of the facilities exist

Remark : HEI Clarification

Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry - Academia Innovative practices during the last five years

3.3.2.1. Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	0	1	1

3.3.2

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

3.3.3

Number of awards for innovation won by institution/ teachers/ research scholars/students during

the last five years

3.3.3.1. Total number of awards for innovation won by institution/teachers/research scholars/students year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
4	0	1	0	0

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

Number of research papers per teacher in the Journals notified on UGC website during the last five years

3.4.5.1. Number of research papers in the Journals notified on UGC website during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
15	16	12	11	9

3.4.5

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
7	9	9	6	6

Remark : HEI Clarification response.

3.6.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

3.6.2.1. Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
3	5	3	2	0

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
3	5	3	2	0

Remark : HEI Response

Number of linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the last five years

3.7.2.1. Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
32	28	22	19	14

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
9	1	1	0	5

Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

3.7.3.1. Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
7	5	2	2	1

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
7	5	2	2	1

Remark : HEI Clarification Response

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

5.1.2.1. Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
983	1047	1346	1066	973

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13

63	68	40	20	16
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Percentage of annual power requirement of the Institution met by the renewable energy sources

7.1.3 7.1.3.1. Annual power requirement met by renewable energy sources (in KWH)

Answer before DVV Verification : 2160

Answer after DVV Verification: 0

Remark : Relevant document is not uploaded.

Number of Specific initiatives to address locational advantages and disadvantages during the last five years

7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

Answer before DVV Verification:

7.1.10

2016-17	2015-16	2014-15	2013-14	2012-13
17	23	11	9	1

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

2.Extended Profile Deviations

Extended Profile Deviations
No Deviations