The Annual Quality Assurance Report (AQAR) of the IQAC
2012-2013

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

Part – A

1. Details of the Institution

1.1 Name of the Institution

> GURU NANAK COLLEGE

1.2 Address Line 1

> VELACHERY MAIN ROAD

Address Line 2

> VELACHERY

City/Town

> CHENNAI

State

> TAMILNADU

Pin Code

> 600042

Institution e-mail address

> principal@gurunanakcollege.edu.in

Contact Nos.

> 044- 22451746, 22444621

Name of the Head of the Institution:

> Dr. MARLENE MORAIS

Tel. No. with STD Code:

> 044- 22451746, 22444621

Mobile:

> 9884175243

Name of the IQAC Co-ordinator:

| Dr. M.SELVARAJ |

Mobile:

| 9444131879 |

IQAC e-mail address:

| iqac@gurunanakcollege.edu.in |

1.3 **NAAC Track ID** (For ex. MHCOGN 18879):   **EC/62/RAR/022**

1.4 Website address:

| www.gurunanakcollege.edu.in |

Web-link of the AQAR:

| http://gurunanakcollege.edu.in/about-gnc/iqac-reports/ |

For ex. http://www.ladykeanecollege.edu.in/AQAR201213.doc

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B++	82.00	2003	2008
2	2nd Cycle	A	3.13	2013	2018
3	3rd Cycle				
4	4th Cycle				

1.6 Date of Establishment of IQAC :

| 02/07/2007 |

1.7 AQAR for the year (*for example 2010-11*)

| 2012-13 |

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011*)
   i.   AQAR 2010-11   submitted on   12.09.2011
   ii. AQAR2011-12   submitted on   15.10.2012
   iii. AQAR 2012-13   submitted on   24.10.2014
   iv. AQAR2013-14   submitted on   24.10.2014

1.9 Institutional Status

   University   State [ ] Central [ ] Deemed [ ] Private [ ]

Affiliated College   Yes [✓]   No [ ]

Constituent College   Yes [ ]   No [ ]

Autonomous college of UGC   Yes [ ]   No [ ]

Regulatory Agency
approved Institution   Yes [ ]   No [ ]
(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education [✓]   Men [ ]   Women [ ]

            Urban [✓]   Rural [ ]   Tribal [ ]

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

            Grant-in-aid + Self Financing [✓]   Totally Self-financing [ ]

1.10 Type of Faculty/Programme

   Arts [✓]   Science [✓]   Commerce [✓]   Law [ ]   PEI (Phys. Edu) [ ]

   TEI (Edu) [ ]   Engineering [ ]   Health Science [ ]   Management [✓]

   Others   (Specify) | - |

1.11 Name of the Affiliating University *(for the Colleges)* | UNIVERSITY OF MADRAS, CHENNAI, 600005 |

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

   Autonomy by State/Central Govt. / University | - |

   University with Potential for Excellence | - | UGC-CPE | - |

   DST Star Scheme | - | UGC-CE | - |

   UGC-Special Assistance Programme | ✓ | DST-FIST | ✓ |

   UGC-Innovative PG programmes | - | Any othe (*Specify*) | - |

   UGC-COP Programmes | - |

2. IQAC Composition and Activities

2.1 No. of Teachers | 6

2.2 No. of Administrative/Technical staff | 1

2.3 No. of students | -

2.4 No. of Management representatives | -

2.5 No. of Alumni | 2

2. 6 No. of any other stakeholder and

community representatives | -

2.7 No. of Employers/ Industrialists | -

2.8 No. of other External Experts | 1

2.9 Total No. of members | 10

2.10 No. of IQAC meetings held | 6

2.11 No. of meetings with various stakeholders: No. [   ]   Faculty | 2

Non-Teaching Staff Students | 1   Alumni [   ]   Others [   ]

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

If yes, mention the amount [   ]

2.13 Seminars and Conferences (only quality related)

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

Total No: International [-]   National [4]   State [1]   Institution Level [2]

(ii) Themes | Relevance of Sangam Literature of Contemporary Life

2.14 Significant Activities and contributions made by IQAC

- Academic auditing of the Departments
- Students ' feedback of faculty and Institution
- Co-ordinated the Seminar on Classical Tamil

2.15 Plan of Action by IQAC/Outcome

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

S.No.	Plan of action	outcome
1.	To enhance Teaching methods	• Workshop conducted in July /August every year.
2.	To enhance Research Activities	• Bi-annual Research Journal Published • Inaugurated Chemistry research Lab • Motivation to Publish papers • Rise in number of research guides
3.	Academic enrichment of Staff	• Management sponsors the registration fee for paper presentation.
4.	Encourage to present papers in conferences abroad	• Two staff members were sponsored the registration fee for presenting papers in international conferences abroad
5.	To improve Infra – structure facilities	• Teg Bahdur Auditorium Inaugurated
6.	Encouragement in sports and other activities	• Awareness created about the sports facilities /extra curricular opportunities available in the college
7.	To get autonomy for the institution	• Application submitted

Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes [ ]   No [✓]

Management [ ]   Syndicate [ ]   Any other body [ ]

Provide the details of the action taken

Not Applicable

Part – B
Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	7	-	-	-
PG	5	-	-	-
UG	16	-	-	-
PG Diploma	-			
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	3	-	-	-
Total	**31**	**-**	**-**	**-**

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

Pattern	Number of programmes
Semester	19
Trimester	-
Annual	-

1.3 Feedback from stakeholders*   Alumni [ ]   Parents [✓]   Employers [ ]   Students [✓]
   (On all aspects)

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

Please provide an analysis of the feedback in the Annexure

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

   Affiliated to University of Madras

1.5 Any new Department/Centre introduced during the year. If yes, give details.   NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
55	39	16	-	-

2.2 No. of permanent faculty with Ph.D.

41

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

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

2.4 No. of Guest and Visiting faculty and Temporary faculty

116		-		-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	1	48	11
Presented papers	1	28	-
Resource Persons	-	13	-

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

- Problem solving
- Case studies and Role Play
- Demonstration using models

2.7 Total No. of actual teaching days during this academic year

180 days

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

Affiliated to University of Madras

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

33	-	-

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	No. of students passed	Pass %
Arts stream	202	97	45%
Science stream	498	209	42%
Commerce	491	358	73%

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

- Conduct academic auditing
- Procure result analysis of the department and recommend the follow-up actions.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	4
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	2
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	20	34	-	34
Technical Staff	-	-	-	02

Criterion – III

3. Research, Consultancy and Extension

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

- Staff motivated to apply for major and minor projects.
- A Bi-annual multi-disciplinary research journal was launched

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	3	1	3
Outlay in Rs. Lakhs	-	33.52	-	-

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	1	-	5
Outlay in Rs. Lakhs	3.8	2.16	-	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	1	1	-
Non-Peer Review Journals	-	-	-
e-Journals	3	-	-
Conference proceedings	-	6	2

3.5 Details on Impact factor of publications- **NOT APPLICABLE**

Range ☐   Average ☐   h-index ☐   Nos. in SCOPUS ☐

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned (Rs. In lakhs)	Received (in lakhs
Major projects	2	UGC, DST	27.22	15.87
Minor Projects	3	UGC	4.16	0.57
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total				

3.7 No. of books published   i) With ISBN No.   [1]   Chapters in Edited Books   [2]

                                ii) Without ISBN No.   [1]

3.8 No. of University Departments receiving funds from -**NOT APPLICABLE**

UGC-SAP [ ]   CAS [ ]   DST-FIST [ ]

DPE [ ]   DBT Scheme/funds [ ]

3.9 For colleges   Autonomy [ ]   CPE [ ]   DBT Star Scheme [ ]

                INSPIRE [ ]   CE [ ]   Any Others
- remedial coaching
- Entry into services

3.10 Revenue generated through consultancy   [-]

3.11 No. of conference organized by the Institution

Level	International	National	State	University	College
Number	-	3	1	-	1
Sponsoring agencies	-	UGC, ZSI	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons   [48]

3.13 No. of collaborations   International [-]   National [-]   Any other [-]

3.14 No. of linkages created during this year   [4]

3.15 Total budget for research for current year in lakhs:

From Funding agency   [4.68 Lakhs]   From Management of University/College   [2.2lakhs]

Total   [6.88lakhs]

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist.	College
2	-	2	-	-	-	-

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

21

82

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

8

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

JRF [ ]   SRF [ ]   Project Fellows [4]   Any other [ ]

3.21 No. of students Participated in NSS events:

University level	400	State level	121
National level	-	International level	-

3.22 No. of students participated in NCC events:

University level	137	State level	51
National level	10	International level	-

3.23 No. of Awards won in NSS:

University level	-	State level	1
National level	-	International level	-

3.24 No. of Awards won in NCC:

University level	-	State level	-
National level	1	International level	-

3.25 No. of Extension activities organized

University forum [-]   College forum [2]

NCC [11]   NSS [33]   Any other [18]

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

- Deer census
- Awareness rallies on Voter's awareness, Smoke-free Boghi, Cancer prevention.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	20 acres	-	-	-
Class rooms	48	-	-	-
Laboratories	8	-	-	-
Seminar Halls	2	-	-	-
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others -Auditorium Hostel Library Canteen Pavilion	- 1 1 1 1	1	-	-

4.2 Computerization of administration and library

- Admission of the students (ERP)
- Attendance particulars of students'(ERP)
- Office administration (ERP)

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	47872	-	1344	1.73 lakhs	49216	-
Reference Books	1236	-	51	2.12 lakhs	1287	-
e-Books	80409	-	-	-	80409	-
Journals	58	-	60		118	-
e-Journals	3828	-	-	-	3828	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	226	-	226	-
Others (specify) Magazines, Newspaper	19	-	-	19	19	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	268	274	-	open access	5	25	25	
Added	26	20	-	open access	5	8	8	
Total	294	294	-	open access	5	33	33	

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

- On-line application for admissions introduced
- ERP system introduced in college administration
- Internet access to staff in Departments.
- Computing skills is imparted to all students

4.6 Amount spent on maintenance in lakhs :

i) ICT   7.69lakhs

ii) Campus Infrastructure and facilities   34.9lakhs

iii) Equipments   0.78lakhs

iv) Others   -

Total :   43.37lakhs

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Prizes won by the student members of various support services are given away during Monday morning assembly to motivate interest among other students.
- Faculty in-charge of various support services disseminate information about the programmes to students.

5.2 Efforts made by the institution for tracking the progression

- Every class is assigned a class teacher who keeps track of the academic performance and attendance status of the students in his/her class. Students can approach their class teacher for any help regarding academic and non-academic matters.

- Parent-teacher meets are held at regular intervals and parents are apprised of their ward's academic performance and attendance position.

5.3 (a) Total Number of students

UG	PG	Ph. D.	M.Phil.
4190	428	82	07

(b) No. of students outside the state

298

(c) No. of international students

-

Men

No	%
3094	67

Women

No	%
1524	33

Last Year (2011-12) (UG & PG)						This Year (2012-13) (UG & PG)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
368	1231	7	2989	02	4597	383	1081	11	3135	08	4618

Demand ratio: 1:8   Dropout %:   0.98%

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

- Coaching classes for Banking Services (Clerical and Probationary Officers) and TNPSC examinations are conducted as part of the UGC sponsored "Entry into Services" Programme. Besides the faculty, experts in the field are invited to handle classes.

No. of students beneficiaries   172

5.5 No. of students qualified in these examinations – **NOT AVAILABLE**

NET ☐   SLET ☐   GATE ☐   CAT ☐

IAS/IPS etc. ☐   State PSC ☐   UPSC ☐   Others ☐

5.6 Details of student counselling and career guidance

- The college has a full-time student counsellor who extends assistance to students with personal and psychological problems. Whenever necessary she recommends them for further counselling to psychiatrists and clinical psychologists.
- The placement Officer offers guidance regarding training and career options. She arranges campus interviews and recruitment drives by top notch companies.
- The alumni of the college who are placed in high positions in various organization help in conducting job fairs. They help to place UG and PG students.
- TCS conducts training programmes and absorbs those who qualify.
- Add on programmes in Banking, Risk Insurance and E-Commerce offered by the Dept. of Commerce are an exposure for the students in theses specialized areas and help in their placement.

No. of students benefitted   398

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
13	1755	208	Not available

5.8 Details of gender sensitization programmes

- The Women Student's Forum functions actively. The women staff in-charge of the forum and the students' General Secretary (Women) coordinate the programmes of the forum. Orientation Programmes are conducted. Doctors are invited to sensitize students on women related health problems. Women entrepreneurs are invited to motivate students.
- Workshops are conducted to enhance the entrepreneurial skills of the students. Women activists are invited to speak on women abuse and women's rights. International Women's Day is celebrated.

5.9 Students Activities

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

State &University level 21   National level 24   International level 2

No. of students participated in cultural events

State/ University level | 125 | National level | 30 | International level | - |

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

Sports : State/ University level | 11 | National level | 8 | International level | - |

Cultural: State/ University level | 62 | National level | 13 | International level | |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	19	1.19lakhs
Financial support from government	1651	52.18lakhs
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

Fairs: State/ University level | 2 | National level | - | International level | - |

Exhibition: State/ University level | 1 | National level | - | International level | - |

5.12   No. of social initiatives undertaken by the students | 14 |

5.13 Major grievances of students (if any) redressed: <u>RO plant was installed for drinking water purpose</u>

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> Vision
>
> "To provide quality education to all especially to those from the less privileged background; to build a community of individuals who are responsible citizens; to motivate the students to work towards a harmonious, just and equitable social order; and to equip them to face challenges with courage and commitment"

> Mission
>
> - To impart knowledge which is empowering, value based and holistic in nature
> - To help students understand the importance of creating social order that is harmonious, just and equitable
> - To sensitize students to environmental issues thus motivating them to be conscientious environmentalists.
> - To equip students to face challenges with courage and commitment
> - To create a vibrant academic atmosphere which focuses on teaching, learning, research and outreach programmes.

6.2 Does the Institution has a management Information System

> - The smooth functioning of the institution is achieved by proper systematizing and channeling of information flow and decision making process.
> - The key constituents of the college are the Management, College Committee, the teaching and administrative staff and the students.
> - The Principal ensures that the suggestions made by the first two constituents are implanted by the teaching and administrative staff. Regular meetings of the Staff Council are held to discuss and decide on matters relating to academics and administration.
> - The Heads of departments conduct the activities of the department in collaboration with other members of the department.
> - The students' council represents the student body. Thus the Information system is well organized.

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

6.3.1 Curriculum Development

> As an Affiliated college the curriculum designed by the University of Madras is followed.

6.3.2 Teaching and Learning

- When the college re-opens for the academic year in July workshop/training session is organized to fine tune the teaching skills of the staff.

- Assignments, seminars,and projects are used besides written tests to evaluate students' performance. This help to improve their creativity, originality and analytical thinking.

6.3.3 Examination and Evaluation

- As an affiliated college it follows the Semester pattern and the CBCS system and the continuous internal assessment norms laid by the University of Madras.
- Examination and evaluation as per the University guidelines

6.3.4 Research and Development

IQAC is working as a R&D unit of the College
- There has been a rise in research activities.
- Currently 23staff are research guides.
- Staff are encouraged to publish and present papers. Management sponsors the registration fee as an incentive.
- Staff are encouraged to applying for major and minor projects.
- National level Seminars are conducted periodically. This year A National Seminar in Classical Tamil was conducted.
- A bi-annual Guru Nanak College Journal of Multi-disciplinary Research holds the pride of place in the research activities.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library

- The library is fully automated using barcode technology for library transactions. It also offers On-line Public Access Catalogue and On-line user accounts facility to verify their transaction particulars. It is equipped with CCTV camera, well arranged stacks, Open Access system.
- The library has UGC-INFONET Digital Library Consortium called N-LIST for exclusive use of e-resources i.e. e-journals, e-books, and e-bibliographical databases etc.
- This academic year the best practices are Monthly book exhibitions, Workshops related to Library and Information Science & Technology, Create & Share – a Student Notice board, Ranking the users based on their library utilizations.

ICT

Departments have been provided with OHPs, laptops and LCD projectors to enable teachers to introduce ICT in their teaching. Provisions for SMART classrooms are made in the building under construction. All departments have computers with internet facilities. Computing Skills classes are conducted or students and the computer labs facilitate hands on training.

Physical Infrastructure :

- Gurudwara
- Chellaram block
- Maharani Vidyavathi block
- Sindh block,
- Ranjith Singh block
- GRI block
- MCA block
- MBA block
- Sri Guru TegBahadur Auditorium
- Punjab block
- Library
- Sports pavilion
- Shift II Office
- Seminar Halls (2 Nos)
- Langar Hall
- Canteen
- **Guru HarKishan Block is under construction**

6.3.6 Human Resource Management

- Students' volunteer services are utilized for undertaking socio-economic programmes sponsored by University of Madras and Govt. of TamilNadu.
- Members of staff volunteer to take responsibilities of various administrative and welfare activities.

6.3.7 Faculty and Staff recruitment

- Advertisement in National Dailies
- List from Employment Exchange
- Follow the Community Roaster System
- Interview Panel as per Govt. of TamilNadu statutory requirement
- Merit based selection criteria

6.3.8 Industry Interaction / Collaboration

- The college has entered into memorandum of understanding with four companies to impart institutional training to the commerce graduates (B.Com. Honours)

6.3.9 Admission of Students

- No capitation fee or donation for admission to any course
- 100% Merit based admission is given for all the branches including management quota
- An admission committee monitors and executes the admissions
- Admission of Students' as per TamilNadu guidelines
- Admission procedure is computerized

6.4 Welfare schemes for

Teaching
- Contributory Provident Fund for management faculty
- Maternity leave for management faculty
- Advance salary paid to regular staff till the approval is received
- Festival advance
- Co-operative Society
- Bonus for management staff.
- GNC teaching staff association

Non-teaching
- Fees concession to children of non-teaching staff
- Festival advance
- Free tea served
- Co-operative society
- GNC non-teaching staff association
- Uniform dress supplied

Students
- Counselor to deal with their academic and psychological problem
- Career guidance
- Organize health awareness programmes (Kidney screening)
- Women student's forum invites expert doctors for creating awareness about women related health problems
- Scholarships to needy students
- Bus passes in collaboration with MTC

6.5 Total corpus fund generated

10.23 crores

6.6 Whether annual financial audit has been done   Yes ✔   No ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	-	Yes	IQAC
Administrative	Yes	RJDC, Chennai	Yes	Internal auditor

6.8 Does the University/ Autonomous College declares results within 30 days? - **Not Applicable**

For UG Programmes   Yes ☐   No ☐

For PG Programmes   Yes ☐   No ☐

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

Not Applicable

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

Not Applicable

6.11 Activities and support from the Alumni Association

- Alumni help in carrier guidance and placements
- Alumni of Chemistry Department created Endowment for Lectures and prizes

6.12 Activities and support from the Parent – Teacher Association

- Parent –teachers meetings are conducted twice in a semester
- Parents cooperate and support the decisions taken in the meetings.
- Parents participate in College programmes such as Freshers' day, College day, Graduation day

6.13 Development programmes for support staff

- Updating of computer skill for administrative work.

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

- Saplings are planted and nurtured
- At the site of construction of the new block trees were not cut but pain was taken to re-plant them in different location and they have survived
- Numbering and naming of trees on the campus

Criterion – VII

7. Innovations and Best Practices

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

- Coaching for IAS (Prelimianry)
- Conduct of soft skills classes in collaboration with ebek

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

- Proposed to apply for autonomy (beginning of the year)
- Completion of self-study report (ATR)

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

i. General assembly conducted every Monday
ii. Parent-teacher meet
iii. Conduct of two internal tests and a model exam
iv. Evaluation of Internal Assessment test within a week

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

7.4 Contribution to environmental awareness / protection

- Functioning of the Enviro Club
- Awareness rallies organized to sensitize the public about environmental issues
- Staff and students help the Government organized tree and deer census programmes

7.5 Whether environmental audit was conducted?   Yes ✓   No ☐

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

Strength :
- Vast campus of 22acres,
- High demand ratio in admissions
- Enlightened and liberal management
- Government aided institution
- Co-educational institution
- Multi-disciplinary streams of curriculum
- Well-developed turf wicket and a magnificent pavilion
- High percentage of Ph.D. staff
- High percentage of NET and SLET qualified staff

Opportunity :

- Eligibility to apply for UGC grants and funds
- Eligibility to apply for RUSA
- To tap the alumni resources

Weakness:

- Insufficient classrooms
- Shifts system of working denies optimal achievement of sports and extra-curricular opportunity

Challenges:

- Large numbers of students are from Tamil Medium Schools
- Large number of first generation students
- Many students' take part-time jobs due to economic background
-

8.Plans of institution for next year

- New courses in the field of commerce such as B.Com (Marketing management), B.Com. (Information System and Management), B.Com. (Bank Management) and B.Com. (Honours) linked with CMA will be introduced
- Internship/project will be included in the curriculum as a core paper
- More MoU's with the corporates
- The curriculum will be revised and updated to suit the current scenario
- Soft skills and special skill courses will be introduced
- More practical oriented subjects will be introduced
- Inter-disciplinary Elective(IDE) will be part of the curriculum

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Signature of the Chairperson, IQAC

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