PART – A

AQAR for the year | 2017-2018 |

1. Details of the Institution

1.1 Name of the Institution | **CAUSSANEL COLLEGE OF ARTS AND SCIENCE** |

1.2 Address Line 1 | ANGELO NAGAR |

Address Line 2 | MUTHUPETTAI |

City/Town | RAMANATHAPURAM |

State | TAMILNADU |

Pin Code | 623523 |

Institution e-mail address | caussanel2005@gmail.com |

Contact Nos. | (04567)272025 |

Name of the Head of the Institution: | Mrs. K. HEMALATHA |

Tel. No. with STD Code: | (04567)272025 |

Mobile: | 9790072278 |

Name of the IQAC Co-ordinator: | Mrs. T. MAHALAKSHMI |

Mobile:

9994422045

IQAC e-mail address:

iqac@caussanelcollege.com

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

TNCOGN 24859

OR

1.4 **NAAC Executive Committee No. & Date:**
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 **Website address:**

www.caussanelcollege.com

Web-link of the AQAR:

http://caussanelcollege.com/IQACAnnualReport.

1.6 **Accreditation Details**

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A	3.01	2017	5
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 **Date of Establishment of IQAC:** DD/MM/YYYY

08-10-2016

1.8. **Details of the previous year's AQAR submitted to NAACafterthe latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11submitted to NAAC on 12-10-2011)**

   i. AQAR _____-_____ _____ (DD/MM/YYYY)
  ii. AQAR_____ _____ (DD/MM/YYYY)
 iii. AQAR_____ _____ (DD/MM/YYYY)
 iv. AQAR_____ _____ (DD/MM/YYYY)

1.9 Institutional Status

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

Affiliated College   Yes [✓]   No [ ]

Constituent College   Yes [ ]   No [✓]

Autonomous college of UGC   Yes [ ]   No [✓]

Regulatory Agency approved Institution   Yes [ ]   No [✓]

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

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

           Urban [ ]   Rural [✓]   Tribal [ ]

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

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

1.10 Type of Faculty/Programme

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

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

Others   (Specify) | . |

1.11 Name of the Affiliating University *(for the Colleges)* | ALAGAPPA UNIVERSITY, KARAIKUDI |

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

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

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

DST Star Scheme	NA	UGC-CE	NA
UGC-Special Assistance Programme	NA	DST-FIST	NA
UGC-Innovative PG programmes	NA	Any other *(Specify)*	NA
UGC-COP Programmes	NA		

2. IQAC Composition and Activities

2.1 No. of Teachers : 5

2.2 No. of Administrative/Technical staff : 2

2.3 No. of students : 1

2.4 No. of Management representatives : 2

2.5 No. of Alumni :

2. 6 No. of any other stakeholder and

Community representatives : 4

2.7 No. of Employers/ Industrialists : 1

2.8 No. of other External Experts : -

2.9 Total No. of members : 15

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. 2 Faculty 05

Non-Teaching Staff Students 02 Alumni - Others 2

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

If yes, mention the amount NA

4

2.13 Seminars and Conferences (only quality related)

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

Total Nos. | 08 | International | - | National | 2 | State | 2 | Institution Level | 4

(ii) Themes

1. Importance of Quantitative Aptitude
2. Emerging trends in Nano Bio-technology
3. Emerging trends in Banking and Financing
4. PHP and ASP. NET in .Net Technologies
5. Tunnelling in semi-conductor

2.14 Significant Activities and contributions made by IQAC

1. A ten day bridge course was conducted for the fresher's to give the basics of their respective subject and English Grammar.
2. Students mentoring system was followed throughout the year in the name of Caussanel Guardian System (CGS).
3. Feedback system - Collected Feedback from the Parents and Students for future enhancement in teaching learning process.
4. Arrangement of Educational tour and Industrial visit for all the students.
5. Provided soft skill and spoken English classes for all the students.
6. Seminars and workshops were conducted by various departments.
7. Remedial coaching for academically poor students on all Saturdays and special coaching for the toppers to secure University rank.
8. Introduction of many Certificate courses.
9. Signed 3 MOUs with various concerns.
10. Rigorous training for various sports and games to produce university players.
11. Staff exposure or training program.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
Organize more seminar/ workshops	Organized 8 seminars in this academic year
Encouraging the members of the	All the members of the faculty are encouraged to

faculty to present papers in seminars and to publish in various journals.	start their research work and the management is providing space by giving free internet through wifi and netcafe especially for staff and periodical faculty development programs with great experts to uplift the staff in research.
Plan to improve the teaching-learning process	- Conducted Bridge course for fresher. - Remedial coaching for slow learners to increase the pass percentage and special coaching for the toppers to secure more university ranks. - ICT has been made mandatory along with digital teaching atleast once in a week/ subject.
Sports and games	- Special training for various sports and games was given to the selective interested students. 4 players from various sports and games were selected as state level and university level players.

* Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body   Yes ☑   No ☐

Management Syndicate ☑   Any other body ☐   ☐

Provide the details of the action taken

> 1. Internal academic auditing was conducted.
> 2. Research activities and publications were enhanced.
> 3. Faculty development programs were conducted periodically.
> 4. 2 water coolers were installed for the consumption of students.
> 5. Maintaining Green environment and the Herbal Garden.
> 6. Encouraging the members of the faculty to present papers in seminars and to publish in various journals.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	5			
UG	11			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate		28		
Others				
Total	16	28		

Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	16
Trimester	Nil
Annual	Nil

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.

Syllabus is updated/ revised once in every 3 years by the affiliating University ty.

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

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
82	75			07

2.2 No. of permanent faculty with Ph.D.

6

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
12						1		13	

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

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended			
Presented papers	2	5	4
Resource Persons			

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

- Usage of ICT furnished class room was made mandatory (atleast twice in a week)
- Group Discussion and quiz were periodically conducted for all the subjects.
- Remedial coaching for slow learners and special coaching for toppers were conducted once in a week to achieve more University ranks.
- Club activities and certificate courses were also conducted on all Saturdays.
- Real industry based projects
- Case study method and role model

2.7 Total No. of actual teaching days during this academic year   187

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding,

Double Valuation, Photocopy, Online Multiple Choice Questions)

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

2.10 Average percentage of attendance of students

90.73

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A Tamil	19	15.8	36.8	0	0	52.6
B.A English	85	0	38.8	41.2	0.0	80.0
B.Sc Mathematics	48	58.3	35.4	0.0	0.0	93.8
B.Sc Physics	32	46.9	37.5	0.0	0.0	84.4
BCA	28	0	67.9	0.0	0.0	67.9
B.Sc.Computer Science	29	10.3	55.2	0.0	0.0	65.5
B.Sc.Information Technology	28	0	64.3	0.0	0.0	64.3
B.Sc Bio Chemistry	21	4.8	76.2	0.0	0.0	81.0
B.Com	28	14.3	50.0	21.4	0.0	85.7
B.Com CA	48	6.3	43.8	33.3	2.1	85.4
BBA	29	0	82.8	13.8	0.0	96.6
M.A English	11	0	90.9	0.0	0.0	90.9
M.Sc Mathematics	20	25	65.0	0.0	0.0	90.0
M.Sc Physics	18	27.8	72.2	0.0	0.0	100.0
M.Sc CS & IT	20	35	55.0	0.0	0.0	90.0
M.Com	14	7.1	92.9	0.0	0.0	100.0

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

- Faculty Development programs and various quality improvement programs were conducted through IQAC.
- Insisted NSS, YRC & RRC units to conduct many value added programs to improve the social responsibilities of the student.
- Organizes Bridge course for the freshers.
- Arranges Remedial coaching for the slow learners.
- Motivates the toppers to get University ranks through special coaching.
- Academic auditing is done through external experts.
- Initiated staff to conduct classes using ICT method atleast once in a week.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	3
Faculty exchange programme	
Staff training conducted by the university	2
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	5			
Technical Staff	1			

Criterion – III

3. Research, Consultancy and Extension

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

- The college ensures the participation of students for promotion of research aptitude and inculcation of research methodologies in their minds by organizing workshops / seminars on recent topics by encouraging and guiding them in presenting papers at seminars and conferences.

- An FDP is conducted exclusively on research methodology for the benefit of students and faculties; the expert is Dr. Stephen from Holy Cross, Trichy.

- IQAC has organised research conference exclusively for students.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-			
Outlay in Rs. Lakhs				

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-			
Outlay in Rs. Lakhs				

3.4   Details on research publications

	International	National	Others
Peer Review Journals	22		
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range [20]   Average [ ]   h-index [ ]   Nos. in SCOPUS [2]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-			
Minor Projects				

Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total				

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

ii) Without ISBN No.   [ ]

3.8 No. of University Departments receiving funds from

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

DPE [ ]   DBT Scheme/funds [ ]

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

INSPIRE [ ]   CE [ ]   Any Other (specify) [ ]

3.10 Revenue generated through consultancy   [-]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	2	2		4
Sponsoring agencies		Management	Management		Management

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

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

3.14 No. of linkages created during this year   [ ]

3.15 Total budget for research for current year in lakhs:

From Funding agency   [Nil]   From Management of University/College   [ ]

Total   [ ]

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
-						

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

-

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

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

JRF -   SRF -   Project Fellows -   Any other   -

3.21 No. of students Participated in NSS events:

University level 2   State level -

National level -   International level -

3.22 No. of students participated in NCC events:

University level -   State level -

National level -   International level -

3.23 No. of Awards won in NSS:

University level -   State level -

National level -   International level -

3.24 No. of Awards won in NCC:

University level [-]   State level [-]

National level [-]   International level [-]

3.25 No. of Extension activities organized

University forum [ ]   College forum [17]

NCC [ ]   NSS [2]   Any other [ ]

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

- Created awareness to protect environment in the coastal region especially to preserve Bio-Sphere at the hamlet (Indira Nagar) adopted by our College.
- Organized free medical health camp for the people in the nearby villages of the College
- Conducted training course on Mushroom cultivation and marketing for the Self help group women in the adopted hamlet and the nearby villages.
- Blood donation camp is conducted periodically by the NSS and RRC units of our College.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	10 acres			
Class rooms	45			
Laboratories	6			
Seminar Halls	1			
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Yes, we have computerized both administration and library

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	7246	2178400	329	98700	7575	2277100
Reference Books	312	93600	-	-	312	93600
e-Books	125	50000	-	-	125	50000
Journals	12	3600			12	3600
e-Journals	150	60000			150	60000
Digital Database	-	-			-	-
CD & Video	100	2000			100	2000
Others (specify)	-	-			-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	173	145	10	-	-	3	11	14
Added	2	-		-	-	-	-	2
Total	175	145		-	-	3	11	16

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

- All the computer labs are network enabled with internet access for all the students.
- Each department room is provided with computer and internet facility.
- ICT enabled conference hall, Seminar hall and Auditorium.

4.6. Amount spent on maintenance in lakhs :

i) ICT   741682

ii) Campus Infrastructure and facilities   1501868

iii) Equipments   472625

iv) Others   1533142

Total: 4249317

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Remedial coaching
- Scholarship for SC/ST students
- Dengue awareness
- Placement cell
- Franchising the vote without bribe
- Global warming and rain water harvesting through NSS & RCC
- Parent –Teachers Meeting.

5.2 Efforts made by the institution for tracking the progression

- Internal quality audit is conducted periodically to review the quality objectives of the department
- Parent – Teachers meeting conducted twice in a year to convey the progress of their respective wards
- The progression of the student is tracked through class test, Internal tests etc.
- Various committees to support the students' welfare.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1459	135	-	

(b) No. of students outside the state

3

(c) No. of international students

-

Men

No	%
484	31

Women

No	%
1110	69

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
42	152	01	1361	-	1556	7	153		1433	1	1594

17

Demand ratio   2:1   Dropout %   2

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

- Conducted coaching class on all Saturdays for bank exam, TNPSC and gate exams
- Library, frequent display of job vacancies from employment news papers on notice board

No. of students beneficiaries   102

5.5 No. of students qualified in these examinations

NET	-	SET/SLET	-	GATE		CAT	
IAS/IPS etc		State PSC		UPSC		Others	

5.6 Details of student counselling and career guidance

- Through Caussanel Guardian System the students were being counselled based on their studies and the behavioural changes.
- Periodical career guidance programs were given to the students through placement cell.

No. of students benefitted   1594

5.7 Details of campus placement

Off Campus

Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
JOHNSON TILES	21	03	03
HGS	21	06	04

5.8 Details of gender sensitization programmes

Awareness program on discrimination by NSS and women cell.

5.9 Students Activities

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

State/ University level [23]   National level [-]   International level [-]

No. of students participated in cultural events

State/ University level [-]   National level [-]   International level [-]

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

Sports : State/ University level [3]   National level [-]   International level [-]

Cultural: State/ University level [-]   National level [-]   International level [-]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	144	518465
Financial support from government		
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11   Student organised / initiatives

Fairs   : State/ University level [ ]   National level [ ]   International level [ ]

Exhibition: State/ University level [ ]   National level [ ]   International level [ ]

5.12   No. of social initiatives undertaken by the students [ ]

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

We envision that, quality education is made accessible and affordable to all, irrespective of caste, creed and economic status so that the human resources of the youth are utilized maximum to the development of individuals and the society as a whole.

Mission

This higher educational institution is run to make quality tertiary education available to the rural youth in Ramanathapuram and the neighbouring districts.

6.2 Does the Institution has a management Information System

Yes , The institution has automated all its activities with installed network enabled software and a dynamic website www.caussanelcollege.com to post the latest events happened in various cells and common functions and gatherings and to download Application Form for admission. All forms of report generation like student data, Eligible candidate to receive scholarship etc...

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

6.3.1 Curriculum Development

We follow the curriculum prescribed by Alagappa University besides several option based value added and job oriented certificate courses provided as add-on courses and Skill based training courses.

6.3.2 Teaching and Learning

- Teaching plan prepared by the members of faculty for its effective implementation of curriculum pattern
- Introduced ICT enabled teaching for PG students
- Involved students in active learning process with introduction of group discussion, quiz based model brain storming strategy, student as teacher system and learning practical as team

6.3.3 Examination and Evaluation

Evolving internal assessment policy for awarding internal marks to students of different disciplines

Class test and unit based test has been initiated in every class to get rid of the fear for facing university examination and ensuring 100% results.

Retest for failures have been initiated at every department level after every internal examination helping those students to get confidence of facing university examination and also ensure cent percent results.

6.3.4 Research and Development

UGC grant committee has been formulated for tapping various funded projects

The members of faculty have been motivated to pursue PhD and publish books and articles by the management periodically with given support of granting leaves as on OD.

A special editorial board has been introduced in the college for the publication of articles

6.3.5 Library, ICT and physical infrastructure / instrumentation

A library day has observed this year and a library hour in the regular time table has been provided to the students to use the library.

3 LCD units have been purchased for the use of students.

Two Cooler water units have been placed in the ground floor of the college for the use of students and other stakeholders of the college

6.3.6 Human Resource Management

Special incentives and increments were provided to the staff members for their excellence in their services

Performance of staffs haven been monitored regularly with the adoption of day to day activity register system by the management.

A loss of pay for the staff who exceeds the permitted leaves is strictly followed.

6.3.7 Faculty and Staff recruitment

Well qualified faculty members at par with the guidelines given by the university only are recruited.

The recruitment of the staff is made through the advertisement in the news papers and also with the option provided in the college website for applying the jobs on online for job seekers this year.

Staff recruitment is transparent and only on merit basis. The deserved candidate can also negotiate the salary.

6.3.8 Industry Interaction / Collaboration

Invited industrialist from different part of the state to interact with our students in any kind of function such as dept level seminars, workshops held at College.

Students have been taken to many industry for practical exposures as part of industrial Visits every year.

The college has signed MOUs with 3 companies for providing job opportunities and training

6.3.9 Admission of Students

- Intimation regarding Admission and the sale of Application through media, newspapers and our College website.
- Admission strategy is followed as per the rules and regulations framed by the society (Sacred Heart of Jesus, Palayamkottai) based on the Government norms of minority Institutions.
- Spot admission is given based on their marks and a personal interview with the Principal / Admission committee.
- Physically challenged students were given preference.
- Students from economically backward students with higher marks and students with sports quota were given fee concession.

6.4 Welfare schemes for

Teaching	✓
Non teaching	✓
Students	

6.5 Total corpus fund generated

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	Principal, Secretary
Administrative	yes	-	Yes	Chief Accountant

22

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

For UG Programmes   Yes ☐   No ✓

For PG Programmes   Yes ☐   No ✓

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

NA

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

NA

6.11 Activities and support from the Alumni Association

Alumni association will be conducted once in a year. Our alumni association was properly registered in our university and it is functioning through the website and apart from this a special cell is functioning in our College who is responsible to communicate the Alumni for the get together and other sorts of celebrations and even in sports the alumni students includes themselves in training our sports team. They also include themselves in various activites of our College. A special program named "**My road to success**" is conducted by the Alumni's of the respective departments to guide the students to choose their carreer.

6.12 Activities and support from the Parent – Teacher Association

Parent-Teacher association was conducted twice in a year after the exam results were announced by the University. The parents were informed about their wards internal mark, external marks of the university, their daily attendance and their class behaviour. Feedbacks from the parents are collected regarding transport and other academic events.

Provided valuable suggestion to the institution for the improvement of teaching learning process and infrastructural development

Active participation in the college day and several celebrations in the College.

6.13 Development programmes for support staff

One day seminar on How to prepare mini projects proposal conducted for staff members

Orientation program given to staff for knowing various sources of generating funds for projects

A whole day training session provided to the faculty members on how to equip teaching and learning skills more effectively

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

Rally conducted on creating awareness on the effect of using plastics to the people near by the college

Tree plantation has been initiated in the college and also the surrounding s of the villages.

Rain water harvesting is done in the college and campaigned the importance of rain water harvesting plant to the people around the villages.

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.

Get involved of all the students to make the campus clean and neat and also campaigning the Honourable Prime Minister's scheme of Swacch Bharath around the nearby villages.

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

- Introduced two water cooler units for the benefit of students and staff
- Implemented the participative by in teaching –learning process involving the students also.
- Acquired the special status 2(f) & 12(b) recognition by UGC (1st May 2018)
- A Special committee is being constituted to tap various funds to the Institution and the individuals through projects.

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

- Clean and neat campus –get involved of all students and staff to spent an hour per week to keep the campus clean and tidy.
- Get involved the PG student for teaching- All the PG students are given the opportunity to take a class for UG students an hour per week in their respective departments.
- Extended the adoption of villages- 10 more hamlets adopted by the College through KCB.
- My Road to success – get involved of the Alumni of all the departments.

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

7.4 Contribution to environmental awareness / protection

- Initiative taken to make campus and surrounding villages free from the use of plastics and taken massive drive against the pollution of environment through rally, awareness campaign in association with Ramanathapuram District headquarters.
- With respective to make campus green, we planted more than 500 saplings in and around the campus in addition to the existing trees this year.
- Created greenery garden at the College entrance and also greenery lawns in either sides of the College corridors
- Reusing the waste water for the purpose of watering the plants in and around the College.

Massive action taken by the college to prevent the dengue fever by providing nela vembu kasayam for 3 days to all the students.

7.5. Whether environmental audit was conducted?   Yes ☑   No ☐

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

- From the day of inception, the college has been serving to promote a quality higher education to the poor students of surrounding coastal villages at affordable cost.
- A proven track of record for producing rank holders and tops in the 45 affiliated colleges of Algappa University continuously.
- Acquired special recognition status 2f and 12 B from UGC in addition to the A grade by NAAC recently.
- In addition to adopted villages this college adopts two more villages for serving its poor people.
- Possibilities for taping solar energy, in this line the college explore the various possible ways to install solar panel next year.
- Since our college lies in very backward region, the college has been taking massive steps to impart soft skills and communication skill (speaking in English) among the students.
- A proven track of record for producing rank holders and tops in the 45 affiliated colleges of Algappa University continuously.
- Acquired special recognition status 2f and 12 B from UGC in addition to the A grade by NAAC recently.
- In addition to adopted villages this college adopts two more villages for serving its poor people.
- Possibilities for taping solar energy, in this line the college explore the various possible ways to install solar panel next year.
- Since our college lies in very backward region, the college has been taking massive steps to impart soft skills and communication skill (speaking in English) among the students.

8.Plans of institution for next year

- A plan is under way to prepare e-based content for all the subjects offering in the college
- A proposal to start-up HINDI coaching centre in our College for the benefit of our student
- A plan is on to tap more solar energy with 500watts panel to be erected in future
- A proposal is under way to teach the students on how to develop android apps next year
- Tapping funds for doing mini/major projects from both Govt and non Govt agencies is also of college future plan next year.
- Organizing many national / international level seminars in the forth coming years
- To start PG degree in the department of Tamil.

Name MRS. T. MAHALAKSHMI

Signature of the Coordinator, IQAC

Name DT K. HEMALATHA

Signature of the Chairperson, IQAC

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