

ST. JOSEPH'S COLLEGE OF ARTS AND SCIENCE

(AUTONOMOUS)

CUDDALORE – 607 001

The Annual Quality Assurance Report (AQAR) of the IQAC

for the year 2016 - 2017

Submitted to



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

The Annual Quality Assurance Report (AQAR) of the IQAC

(July 1, 2016 to June 30, 2017)

Part – A

I. Details of the Institution

1.1 Name of the Institution	ST. JOSEPH'S COLLEGE OF ARTS & SCIENCE (AUTONOMOUS)
1.2 Address Line 1	ST. JOSEPH'S COLLEGE ROAD
Address Line 2	MANJAKUPPAM
City/Town	CUDDALORE
State	TAMIL NADU
Pin Code	607 001
Institution e-mail address	josecol27998@gmail.com
Contact Nos.	04142-286311 / 286315
Name of the Head of the Institution	Dr. S. CHINNAPPAN Principal
Tel. No. with STD Code:	04142-286315
Mobile:	+91 - 75983 86578
Name of the IQAC Co-ordinator	Dr. S. JOSEPH CHRISTIAN DANIEL
Mobile	+91 - 94433 61929

IQAC e-mail address	igacsjc@yahoo.co.in
1.3 NAAC Track ID	TNCOGN10401
1.4 NAAC Executive Committee No. & Date:	EC(SC)/22/A&A/35.3 dated 22-02-2017
1.5 Website address:	https://sjctnc.edu.in/
Web-link of the AQAR:	https://sjctnc.edu.in/wp-content/uploads/2018/05/AQAR-2016-17.pdf

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	Inst. Score 83.5	2003	5 years
2	2 nd Cycle	A	3.26	2011	5 years
3	3 rd Cycle	A	3.31	2017	5 years
4	4 th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC	15-10-2003
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1.8 AQAR for the year	2016-2017
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1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- i. AQAR 2015-2016 submitted to NAAC on 07/11/2016
- ii. AQAR 2014-2015 submitted to NAAC on 24/08/2015
- iii. AQAR 2013-2014 submitted to NAAC on 22/07/2014
- iv. AQAR 2012-2013 submitted to NAAC on 19/08/2013

1.10 Institutional Status

University	State	<input type="checkbox"/>	Central	<input type="checkbox"/>	Deemed	<input type="checkbox"/>	Private	<input type="checkbox"/>
Affiliated College	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Constituent College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Autonomous college of UGC	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Regulatory Agency approved Institution (eg. AICTE, BCI, MCI, PCI, NCI)	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>		
	Urban	<input checked="" type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>		
Financial Status	Grant-in-aid	<input type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>		
	Grant-in-aid + Self Financing	<input type="checkbox"/>	Totally Self-financing	<input checked="" type="checkbox"/>				

1.11 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input checked="" type="checkbox"/>	PEI (Phys Edu)	<input checked="" type="checkbox"/>
TEI (Edu) Management	<input checked="" type="checkbox"/>	Engineering	<input checked="" type="checkbox"/>	Health Science	<input checked="" type="checkbox"/>				

Others (Specify)

NIL

1.12 Name of the Affiliating University
(for the Colleges)

THIRUVALUVAR UNIVERSITY
VELLORE, TAMIL NADU

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

Autonomy by State/Central Govt. / University

✓

University with Potential for Excellence

x

UGC-CPE

x

DST Star Scheme

x

UGC-CE

x

UGC-Special Assistance Programme

x

DST-FIST

x

UGC-Innovative PG programmes

x

Any other (Specify)

x

UGC-COP Programmes

x

2. IQAC Composition and Activities

2.1 No. of Teachers

6

2.2 No. of Administrative/Technical staff

3

2.3 No. of students

1

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and community representatives

1

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

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

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State

Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- **Preparation of Self Study Report**
- **Preparation for NAAC Visit**
- **Conduct of Students Forum Meetings**
- **Collection of feedback from various stakeholders**
- **Performance Based Self Appraisal from staff members**
- **Collection of lesson plan from staff members**
- **Collection of monthly report from the staff members**
- **Collection of six month plan and follow-up report from staff members**

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
Applying for NAAC reaccréditation – Preparation of SSR	<ul style="list-style-type: none">• Self Study Report was prepared and submitted to NAAC.• The institution applied for accreditation and accredited with ‘A’ Grade with CGPA 3.31.
Encouraging Interdisciplinary Research	<ul style="list-style-type: none">• Departments were asked to submit interdisciplinary research proposals.• A proposal was submitted by the departments of Microbiology and Social Work.
To conduct a Staff Development Programme	<ul style="list-style-type: none">• A staff development programme was conducted on 23-11-2016.

* *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

Plan of action was approved and included in the academic calendar.

Part - B

Criterion – I

I. 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	3	2	5	-
PG	11	-	11	-
UG	11	1	12	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	1	-	1	-
Certificate	1	-	1	-
Others (M.Phil.)	9	-	9	-
Total	36	5	41	-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

✓ ✓ ✓ ✓

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

Pattern	Number of programmes
Semester	32
Trimester	-
Annual	5

1.3 Feedback from stakeholders* (On all aspects)

Alumni Parents Employers

Students

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.

Yes

Subject	Salient Aspects
Tamil	New Syllabus introduced for B.A. Tamil
English	<ul style="list-style-type: none"> The subject Functional English has been introduced to for I year B.A. /B.Sc. to make students to acquire Basic English skills such as Listening, Speaking, Reading and writing. Recent trends in Literature has been introduced to II Year B.A. English Literature.
History	More options in elective papers have been introduced (Science and Technology, Modern Governments, Tourism Products, History of England (1485 A.D – 1945 A.D))
Commerce	<ul style="list-style-type: none"> New papers have been introduced for B.Com. Commerce (Employability Skills, Business Correspondence) Syllabi have been updated for B.Com. Commerce in the subjects Financial Accounting I, Business Organization, Financial Accounting II, Principles of Marketing, Principles of Management, Banking Law & Practice, Company law, Cost Accounting, Retail Marketing Management, Income Tax Law & Practice, Indian Capital Market, Management Accounting, Entrepreneurial Development. New papers have been introduced in M.Com. Commerce (Consumer Behaviour, Insurance and Risk Management, Strategic Management, Legal Environment of Business, International Marketing, Income Tax Law, NGO Management, Import and Export Management) New papers have been introduced for M.Com. Commerce (Consumer Behaviour, Insurance and Risk Management, Strategic Management, Legal Environment of Business, International Marketing, Income Tax Law, NGO Management, Import and Export Management) Syllabi have been updated for M.Com. Commerce in the subjects Financial Management, Small and Medium Enterprise Management, Advanced

	Accounting, Human Resource Development, Research methodology, Computerized Accounting (Practical).
Bank Management	Syllabi have been updated for B.Com. Bank Management in Indian Financial System, Banking law and Practices, Income Tax Law & Practice, Retail Banking, Principles of Marketing, Cost Accounting, Risk Management, Service Marketing, Rural Banking, Financial Market and Services, Bank Management, Banking Technology, International Banking, Practical Auditing, Corporate Accounting and Management Accounting.
Mathematics	<ul style="list-style-type: none"> The elective paper Mechanics II has been changed to core paper More options in elective paper is introduced
Physics	New topics like IR-Raman, NMR - ESR - Principle - instrumentation - Applications DTH - Mobile communication system - Twin paradox Minkowski's four dimensional space-Schrödinger's equation (Time dependent one dimensional) have been included to fulfil the needs of competitive exams.
Chemistry	<ul style="list-style-type: none"> More options in elective papers have been introduced in UG and PG.
Biochemistry	<ul style="list-style-type: none"> More options in elective papers have been introduced. Updating of syllabus is carried in four papers
Microbiology	<ul style="list-style-type: none"> Third year B.Sc. Microbiology has been revised. Number of papers have been reduced to 5 from 6.
Computer Science	<ul style="list-style-type: none"> More options in elective papers have been introduced.
Computer Applications	<ul style="list-style-type: none"> New paper Organization Behaviour has been introduced to II year B.C.A. to get acquainted with industry setup Syllabi have been revised for the papers Object Oriented Programming in C++ (I year B.C.A.) and Computer Architecture (II B.C.A.) to enable effective learning of the subject.
Economics	<ul style="list-style-type: none"> Contemporary issues were introduced in the papers Indian Economic Policy and Business Environment and Policy.
Zoology	<ul style="list-style-type: none"> More options in elective papers have been introduced.

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

Yes. New department Department of Bank Management was introduced.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
134	133	1	-	-

2.2 No. of permanent faculty with Ph.D. 25

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
14	-	-	-	-	-	-	-	14	-

2.4 No. of Guest and Visiting faculty and Temporary faculty - - 43

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level			National level			State level		
	S	C	W	S	C	W	S	C	W
Attended Seminars (S) / Conference (C) / Workshops (W)	36	1	-	64	2	67	2	-	23
Presented papers Seminars (S) / Conference (C) / Workshops (W)	6	25	-	15	42	-	-	-	-
Resource Persons	-			3			2		
Chairperson	2			2			1		
Expert	3			2			7		

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

Teaching with models and electronic circuits - Department of Physics.

Learning by exhibits and posters.

Demonstration of online tools - Department of Microbiology.

MOODLE as a teaching and learning environment.

2.7 Total No. of actual teaching days during this academic year 157

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

Components of CIA are restructured

2.9 No. of faculty members involved in

curriculum restructuring/revision	20
syllabus development as member of Board of Study	158
Faculty/Curriculum Development workshop	12

2.10 Average percentage of attendance of students 94.02%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Sc. Mathematics	199	18.1	39.2	8.5	-	65.8
B.Sc. Physics	98	10.2	30.6	4.1	-	44.9
B.Sc. Chemistry	96	9.4	42.7	6.3	-	58.3
B.Sc. Biochemistry	91	5.5	25.3	16.5	-	47.3
B.Sc. Microbiology	83	-	14.5	41.0	2.4	57.8
B.Sc. Comp. Sci.	180	8.9	32.8	11.1	-	52.8
B.C.A.	192	8.9	36.5	22.4	0.5	68.2
B.A. English	253	-	16.2	32.8	10.7	59.7
B.A. History	41	-	-	4.9	-	4.9
B.Com. Commerce	272	0.4	13.2	19.9	1.8	35.3
B.Com. (Bank Mgt.)	129	1.6	13.2	40.3	6.2	61.2
M.Sc. Mathematics	35	45.7	34.3	-	-	80.0
M.Sc. Physics	26	30.8	46.2	-	-	76.9
M.Sc. Chemistry	26	26.9	42.3	-	-	69.2
M.Sc. Biochemistry	7	28.6	57.1	-	-	85.7
M.Sc. Microbiology	16	-	87.5	-	-	87.5
M.Sc. Comp. Sci.	26	84.6	7.7	-	-	92.3
M.Sc. Info. Tech.	12	25.0	41.7	-	-	66.7
M.A. English	38	2.6	92.1	5.3	-	100.0
M.Com. Commerce	30	13.3	43.3	-	-	56.7
M.S.W.	29	-	86.2	-	-	86.2

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

Feedback from the students on teachers is done.

Evaluation of course/curriculum/syllabi was carried out.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC - Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	1
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	176

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	48	-	-	5
Technical Staff	18	-	-	3

Criterion – III

3. Research, Consultancy and Extension

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

- **Organizing seminars on project writing.**
- **Information regarding workshops, conferences and call for on project proposals are made known to the staff and students through Research Development Cell.**
- **Inviting scientists and researchers to deliver lecture.**

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	-	1	-	2
Outlay in Rs. Lakhs	-	3.28	-	8.5

3.4 Details on research publications

	International	National	Others
Peer Review Journals	140	2	-
Non-Peer Review Journals	1	-	-
e-Journals	3	1	-
Conference proceedings	12	-	-

3.5 Details on Impact factor of publications:

Range	0.14 - 5.605	Average	2.8725
h-index	1	Nos. in SCOPUS	16

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	1	HADM Small Development Grant, NIH	3.28 Lakhs	3.28 Lakhs
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (<i>other than compulsory by the University</i>)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	1		3.28 Lakhs	3.28 Lakhs

3.7 No. of books published i) With ISBN No.

Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP	<input type="text" value="-"/>	CAS	<input type="text" value="-"/>	DST-FIST	<input type="text" value="-"/>
DPE	<input type="text" value="-"/>	DBT Scheme/funds			<input type="text" value="-"/>

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	3	8	-	-	-
Sponsoring agencies	Internal Funding	Internal Funding (7) University of Pittsburgh & NIH Fogarty (1)	-	-	-

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	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
4	-	-	-	-	-	4

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

4

12

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

-

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

JRF - SRF - Project Fellows - Any other -

3.21 No. of students Participated in NSS events:

University level -- State level 200

National level 200 International level --

3.22 No. of students participated in NCC events:

University level -- State level 28

National level 28 International level 28

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 26

National level 3 International level --

3.25 No. of Extension activities organized

University forum - College forum 22

NCC 2 NSS 12 Any other -

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

- Awareness Programme on Health and Hygiene.
- Coaching classes on Spoken English for School Children
- Cleaning Campaign
- Disease Prevention Campaign
- Creating awareness on Environmental Pollution
- Charity work for the under privileged and special children
- Computer Literacy Programme
- Awareness Programme on Child Abuse
- Palm Tree cultivation Campaign

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	23.52	23.52	-	-
Class rooms	61	-	-	-
Laboratories	9	1	Internal	10
Seminar Halls	2	1	Internal	3
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	4	5	Internal	9
Value of the equipment purchased during the year (Rs. in Lakhs)	5.5	30.37	Internal	35.87
Others (Minor Equipments, Air Conditioners, Furniture)	-	6.00 Lakhs	-	-

4.2 Computerization of administration and library

- Administration and Library of the college are already computerized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	28491	51,59,064	1382	7,69,822	29873	59,28,886
Reference Books	899	-	10	-	909	-
e-Books	639	-	100	-	739	-
Journals	68	-		79,206	68	79,206
e-Journals	141	-	176	-	317	-
Digital Database	Delnet Inflibnet	11,500 5,420	Delnet Inflibnet	11,500 5,420		23,000 10,840
CD & Video	124	-	12	-	136	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	219	180	10	-	-	18	02	09
Added	1	-	-	-	-	1	-	-
Total	220	180	10	-	-	19	02	09

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

- First year UG students are given Computer Literacy Programme during Orientation Programme for the freshers.
- WiFi connection is provided in the campus.
- Computers are made available in the departments.

4.6 Amount spent on maintenance in lakhs :

i) ICT	3.60
ii) Campus Infrastructure and facilities	16.48
iii) Equipments	2.32
iv) Others	1.38
Total :	23.78

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC encourages students participation in Student Support Services.

5.2 Efforts made by the institution for tracking the progression

- CIA system is followed to monitor students' progression.
- Parents-Teachers-Students meeting is conducted every semester.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others (M.Phil.)
5302	512	10	34

(b) No. of students outside the state

645

(c) No. of international students

-

Men	No.	%
	2446	41.52

Women	No.	%
	3402	28.18

Last Year (2015-2016)						This Year (2016-2017)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
161	906	16	4509	93	5592	150	882	16	4810	87	5858

Demand ratio **2:1**

Dropout % **8%**

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

- Workshops and Guest Lectures are organised to motivate and train students for competitive examinations.

No. of students beneficiaries

750

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

- A Career Guidance and Placement Cell is functioning with a full-time Placement Officer. The cell organizes campus interviews, off-campus interviews, workshops and seminars related to placement.

No. of students benefitted

1916

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
8	653	171	52

5.8 Details of gender sensitization programmes

- Women Empowerment Cell is functioning in the college, which takes care of gender sensitisation issues.

5.9 Students Activities

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

State/ University level	108	National level	42
International level	7		

No. of students participated in cultural events

State/ University level	35	National level	15
International level	-		

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

Sports : State/ University level	18	National level	18
International level	4		
Cultural: State/ University level	25	National level	8
International level	-		

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	646	28,91,543
Financial support from government	616	19,55,750
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs	: State/ University level	<input type="text" value="-"/>	National level	<input type="text" value="1"/>
	International level	<input type="text" value="-"/>		
Exhibition:	State/ University level	<input type="text" value="-"/>	National level	<input type="text" value="1"/>
	International level	<input type="text" value="-"/>		

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

- **Additional RO facility installed**
- **Refund of fee for revaluation in case of major difference in marks.**
- **Purchase of additional library books.**

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION:

To Work Hard to Prepare

Men and women academically and technically equipped to steer the nation along the path of progress and peace.

Men and women who will free the nation from the clutches of Sectarianism and Parochialism.

MISSION:

To Work Hard to Provide

Wholesome and integral Education that will help the students to find their footing in life.

Ethical and social values that will help the students to confidently face the challenges of life.

Human and community values that will help the students in building up the solidarity of all Indians.

6.2 Does the Institution has a Management Information System

Yes

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

6.3.1 Curriculum Development

- **Suggestions on curriculum and syllabi obtained through feedback from various stakeholders and the same are forwarded to the Board of Studies.**
- **Curriculum is reviewed and revised through the respective Board of Studies and Academic Council.**

6.3.2 Teaching and Learning

- **Feedback on teaching is obtained from students.**
- **Staff members are asked to submit Performance Based Self Appraisal.**
- **Slow learners are identified and given special attention by the respective subject teachers.**
- **Study materials are prepared and given to the students.**

6.3.3 Examination and Evaluation

- **Examination Committee periodically meets and monitor the examination related matters.**
- **Feedback on overall assessment of the institution includes question on examination and evaluation.**

6.3.4 Research and Development

- **The Research Development Cell carries out research promoting activities among the staff and the students.**
- **Organizing seminars, workshops and invited lectures.**
- **Information regarding workshops, conferences and call for on project proposals are made known to the staff.**

6.3.5 Library, ICT and physical infrastructure / instrumentation

- **Latest books are purchased to meet the needs of revised syllabus.**
- **A Library Advisory Committee monitors and offers suggestions for the effective functioning of the library.**
- **Technological up-gradation is ensured in ICT and laboratory instruments.**
- **Additional facilities and necessary modifications in the infrastructure is carried out as suggestions from Planning and Evaluation Committee.**

6.3.6 Human Resource Management

- **Staff Development Programmes are conducted for both teaching and non-teaching staff.**
- **Leadership programmes are organised for the students.**

6.3.7 Faculty and Staff recruitment

- **Qualified and talented faculty members are recruited by conducting interviews.**
- **Skilled personals are appointed for various non-teaching positions.**

6.3.8 Industry Interaction / Collaboration

- **Students are sent for training in industries and companies.**
- **Industrial visits are arranged for students.**
- **Experts from industries are invited for giving lectures.**
- **Representatives from industries are included in the Board of Studies.**

6.3.9 Admission of Students

- **Enrolment of meritorious students in all the courses is ensured.**

6.4 Welfare schemes for

Teaching	2
Non teaching	2
Students	3

6.5 Total corpus fund generated

3,33,34,860/-

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	IQAC
Administrative	-	-	Yes	IQAC

6.8 Does the University/ Autonomous College declares 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?

- **Staff members can forward their suggestions, if any, regarding examinations through the concerned HODs to the College Council / Examination Committee.**
- **Students are free to express their suggestions related to examinations in the Students Forum which will be forwarded to the Examination Committee or the Controller of Examinations.**

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

- **The affiliating university provides necessary support for implementing autonomy in the institution.**

6.11 Activities and support from the Alumni Association

- **Alumni working in academic institutions and industry often visit the and give lectures.**
- **Alumni are made members in the Board of Studies who offer suggestions for improving the curricular and syllabus.**
- **Alumni pass on information regarding employment to the current batch of students.**
- **Alumni provide financial aid to poor students.**

6.12 Activities and support from the Parent - Teacher Association

- **Parents-Teachers-Students meeting is conducted every semester in which parents offer suggestions for improvement.**

6.13 Development programmes for support staff

- **Staff Development Programmes are conducted for the support staff.**

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

- **Enviro Club is actively functioning in the institution.**
- **Enviro Club along with NSS and NCC carry out activities like Tree Plantation, Environmental Awareness Campaign etc.**

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.

Orientation programme was introduced for the I year UG students at the beginning of the academic year to enable them to get acquainted with the college environment. The programme is conducted for a week before the commencement of the course. It covers topics like, rules and regulations of the college, examination rules and regulations, CBCS.

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

Applying for NAAC reaccreditation – Preparation of SSR	<ul style="list-style-type: none">• Self Study Report was prepared and submitted to NAAC.• The institution applied for accreditation and accredited with ‘A’ Grade with CGPA 3.31.
Applying for the renewal of Autonomous status	<ul style="list-style-type: none">• The institution has applied to the UGC through the University.
Introducing more Ph.D. programmes	<ul style="list-style-type: none">• Ph.D. Programmes have been introduced in the Departments of Biochemistry and Microbiology.
Creating Research facilities	<ul style="list-style-type: none">• New lab space is provided for the instrumentation centre.
Purchase of additional instruments for Laboratories	<ul style="list-style-type: none">• New instruments have been added to common instrumentation centre and laboratories
Encouraging Interdisciplinary Research	<ul style="list-style-type: none">• Departments were asked to submit interdisciplinary research proposals.• A proposal was submitted by the departments of Microbiology and Social Work.
Introducing WiFi facility in the campus	<ul style="list-style-type: none">• WiFi facility has been provided.

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

- **Sustainable Environment.**
- **Promoting research culture among the staff and students.**

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

7.4 Contribution to environmental awareness / protection

- **Rally, Guest Lecture, Poster Exhibition were conducted to create environmental awareness among the students and public.**

7.5 Whether environmental audit was conducted? Yes No

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

- **Infrastructure facilities have been enhanced for supportive services.**
- **The college has recently signed a MoU with Faculty of Science, Universiti Teknologi Malaysia, Malaysia to promote educational and research collaboration.**
- **PG and Research Department of Physics has taken initiative to sign a Memorandum of Understanding with King Saud University, Saudi Arabia.**
- **An externally funded project “Curriculum Development for capacity building in Disease Modelling” (awarded under the US-NIH Fogarty e-capacity grant) has been completed during this academic year.**

8. Plans of institution for next year

- **Strengthening Institution - Industry interaction**
- **Strengthening research - Conducting workshops for Project writing / External funding**
- **Streamlining village adoption program**
- **Conducting more Staff Development Programmes**
- **Upgrading lab facilities in science departments**

Name: **Dr. S. Joseph Christian Daniel**



Signature of the Coordinator, IQAC

Name: **Dr. S. Chinnappan**



Signature of the Chairperson, IQAC